

2026-2027 Children & Youth Program Tracker

American Legion Auxiliary - Use this checklist to help plan, document, and remember your Unit's Children & Youth work throughout the year.

Suggested Programs & Activities

- ☐ M.A.S.H. Bags / Anti-Bullying
- ☐ Purple Up for Military Kids
- ☐ Military Child's Table
- ☐ Month of the Military Child Proclamation
- ☐ Kids of Deployed Are Heroes Too
- ☐ Good Deed Award Nomination
- ☐ Youth Hero Award Nomination
- ☐ Johns Hopkins All Children's Hospital
- ☐ Special Olympics
- ☐ Camp Boggy Creek

Our Unit's Children & Youth Projects

Add local projects, partnerships, events, collections, service activities, or other Children & Youth work completed by your Unit.

- ☐ _____
- ☐ _____
- ☐ _____
- ☐ _____
- ☐ _____
- ☐ _____
- ☐ _____

Remember: This tracker is a planning and organization tool. After each activity, complete an After Action Report and keep it with this sheet so your year-end reporting information is already collected.

How to Use Your Children & Youth Tracker

Don't wait until year-end!

After each Children & Youth activity, complete an **After Action Report** and keep it with this tracker. Record who participated, volunteer hours, children/youth served, money spent or donated, in-kind donations, community partners, and a brief or detailed summary of the activity. Attach photos or other supporting materials when available.

Keep everything together throughout the year. When it's time to complete your Unit's Year-End Report, you'll already have your information organized and ready to go!

SAMPLE AFTER ACTION REPORT

Unit: _____

Date: _____

Program / Event / Project: _____

Location: _____

Partner Organization(s): _____

Members/Volunteers Participating: _____

Volunteer Hours: _____

Children/Youth Served: _____

Money Spent/Donated: \$ _____

In-Kind Donations: \$ _____

Summary:

Tell us what happened! Your summary may be **brief or detailed - your choice**. Include what your Unit did, who you helped, partnerships, successes, community impact, and anything you'd like remembered for your year-end report.

Supporting Items Attached:

☐ Photos ☐ Flyer ☐ News/Social Media ☐ Proclamation
☐ Receipts/Donation Information ☐ Other: _____

This is only a sample format. Your After Action Report may be handwritten or typed, brief or detailed. Use additional pages whenever needed. Complete a separate After Action Report for each activity and keep it with this tracker and its supporting materials.