

Post Name		No.	District No.
Department of		Present Membership	
City		State	ZIP
Address			
Date	Signature		

(1) Did your post file a Consolidated Post Report form? Yes No

(2) Did your post participate in any of the following National Children & Youth Program objectives?

- Family Emphasis (National Family Week)
 Child Safety (Drug Abuse Prevention, Youth Suicide Prevention, etc.)
- Halloween Safety
 Missing Children
- Temporary Financial Assistance

(3) Estimate the number of volunteer service hours provided by the membership of your post for the children and youth in your community: Hours

(4) Please estimate the amount of money your post expended for administrative expenses for Children & Youth overhead (postage, printing, conferences, travel, salaries, etc.) \$

(5) Use the remaining space on this sheet to describe, in detail, specific C&Y activities promoted by your post. (Attach extra sheets as needed.) This section of the narrative is most important to your department Children & Youth committee in determining various awards.

Instructions on other side

INSTRUCTIONS

For the post Children & Youth chairman:

1. Before completing this form, complete your section of the Consolidated Post Report.
2. Fill out this narrative report form.
3. Send this completed form, and any additional information, to your department C&Y chairman at department headquarters.
4. This narrative report form is NOT to be attached to the Consolidated Post Report form. It is intended for use by your department chairman in determining post C&Y awards and validating to National Headquarters your department's attainment of 100 percent C&Y post narrative reporting.
5. To make your total report more effective, we recommend you make three copies: one for your file, and one to be mailed to both your district and department C&Y chairman.

For the department Children & Youth chairman:

1. This narrative report form should be helpful in determining winners of various C&Y reporting awards and citations.
2. This form is for use within your department. DO NOT FORWARD individual post forms to National Headquarters.
3. Review the Consolidated Post Report for each narrative received. Together, they should provide an accurate picture of each post's particular C&Y program.
4. Each question has been designated by a letter. The department chairman's reporting sheet references the same letters. It is your responsibility to transfer all information from the narrative form to the chairman's reporting sheet.
5. For the purpose of 100% narrative reporting awards, National Headquarters will recognize this form. The decision to recognize this form in no way removes the responsibility of the post for submitting the Consolidated Post Report form. As chairman of a major program within your department, you should strongly encourage posts to file the CPR.
6. To provide feedback to your districts, you may wish to compile separate reports concerning narratives at the district level and mail those figures to the appropriate C&Y officers.