



National Headquarters
MARINE CORPS LEAGUE

DATE: January 2009
From: National VAVS Representative
To: Detachment Commandants and Adj/Paymasters
Subject: Detachments VAVS Award
Attachment: Natl. VAVS Awards Questionnaire (MCL VAVS_Q1)
VAVS Certification / Recertification Form and instructions (MCLVAVS RD)

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MCL VAVS_Q1 (1st attached form) is used for judging for the National VAVS awards presented at the National Convention. The selection for the awards is completed prior to our arrival at each National Convention. That is why the form must be to me by 15 June of each year. It is also available on the National MCL web site www.mcleague.org under MCL Awards. Any department VAVS programs are separate from this program and required separate submissions.

Your detachment strength as of the June 30th the last year strength report determines the category you are judged in (*Question 1*). Questions 14 through 18 activities should be on a separate sheet. Question 15 is especially important. Please include question number when you provide your answer. Legibility counts!. Write so the committee can read it.

Attendance of your representatives and deputies at all the regularly scheduled meetings is important. The VA can and often does remove them if they miss three consecutive meetings. The VA does this with all the organizations that make up the National VAVS Committee. Your appointed representative and deputies (*see attached form MCLVAVS RD*) participate the annual joint review held in February with the Hospital staff. The resulting **VA Summary Review Form 10-1240** is a recap of this year's participation and the basis for the next years program and lists the program needs of the facility that the volunteer organizations can provide. (See question 11 on MCL VAVS_Q1.

Please remind your rep. to have the hospital send me a copy of the annual review (see my address above). I respond to the detachments involved in each joint review I receive. If you haven't had a reply from me on form 10-1240A a month after the review, check and make sure the hospital sent it.

The representative should also be receiving a computer listing of all the reported MCL volunteer hours every month. It is important that your volunteers sign in and out so the time is properly recorded. The list contains the name of your representative and deputies, all your regularly scheduled (RS) volunteers and the occasional volunteers. **Please send me a copy of the February Monthly and September Final Reports.** The VA year is from October 1st of one year to September 30th of next. I receive a consolidated list from the National VAVS committee twice a year. It shows cumulative times but does not identify individuals. It is not very useful to me for keeping ongoing track of detachment participation. That is why I like to occasionally receive copies of the monthly report to your representative.

If your Center puts out an Awards Booklet or program I would like to receive a copy and identify any MCL members who were mentioned or received an award. Thank you.

Semper Fidelis,

Pat

Patrick J. Cody, PNC

cc: file / committee mbrs.

"ONCE A MARINE, ALWAYS A MARINE"