

**CHIEF OF STAFF  
EXTENSION, REVITALIZATION, MENTORING  
2025-2026**

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First I want to thank President Gloria for her confidence in me to be her Chief of Staff. As Chief my duties include being Extension and Revitalization Chairman. I am looking forward to a year of growth through new members and new Auxiliaries and a year of 100% Healthy Auxiliaries. I want to thank my predecessor Chief Wiener for laying the ground work which will bring us closer to this goal.

This year as Extension and Revitalization Chairman I will focus not only on starting new Auxiliaries but also bringing new life to our existing Auxiliaries, to either help them to become healthy or help them to remain healthy. Remember the body is only as good as its working parts.

Along with my District Chiefs of Staff (this is not a 1 person show) I'm hoping to identify struggling Auxiliaries. Some of the ways used to identify if an Auxiliary is struggling is by looking for the 5 essentials of a healthy Auxiliary. Are there Auxiliaries in your District that are:

- \*\* Not attracting new members;
- \*\* Who don't complete program reports;
- \*\* Who don't assist Veterans and their Families;
- \*\* Whose officers are the same every year; and
- \*\* Who have internal personality issues.

Also part of the Extension and Revitalization program is Mentoring which goes hand in hand with Healthy Auxiliaries so throughout this year I will be elaborating on these essentials through mentoring so that all our struggling Auxiliaries will start letting their light shine.

Also as Chief of Staff I will be available to assist any members learn how to use MALTA.

**Together Lets Honor our Veterans by Forever Serving Veterans.**





## Healthy Auxiliary Checklist Auxiliary To-Dos and Deadlines

### What Your Auxiliary Needs to Do:

### Deadline:

Election of Officers, and Delegates and Alternates.

○ April 30

Installation Report forwarded to Department and National Headquarters.

○ June 30

Bond Application submitted for offices of President and Treasurer bonded with an indemnity company authorized by National Headquarters or the Department.

○ August 31

Last quarterly audit and membership status of the VFW Auxiliary given to the Post Commander.

○ Within 30 days of assuming the office of President

District Dues - Based on June 30 membership of prior year. (If applicable.)

○ September 30

#### Audit Reports

Period 1/1 – 3/31 completed by 4/30  
Period 4/1 – 6/30 completed by 7/31  
Period 7/1 – 9/30 completed by 10/31  
Period 10/1-12/31 completed by 1/31

○ Approved Audit to Department Treasurer  
Period 1/1 – 3/31 due by 5/31  
Period 4/1 – 6/30 due by 8/31  
Period 7/1 – 9/30 due by 11/30  
Period 10/1-12/31 due by 2/28

Project, promotion and/or donation in National Programs. See the National Program Book for goals, awards and more information.

○ See the National Program Book and your Department Program Book for deadlines.

Minimum of ten members paid in order to maintain charter.

○ February 1 of the current year

Hold at least ten business meetings per year.

○ Between July 1 and June 30

## EXTENSION AND REVITALIZATION AWARDS

### NATIONAL AWARDS:

#### Awards for Members:

1. Citation and a \$25 VFW Store gift certificate to one member in each of the 10 Program Divisions for the best assistance to the Chief of Staff in establishing a new VFW Auxiliary with the approval of the Department President.

#### Awards for District Presidents:

1. Citation and a \$25 VFW Store gift certificate to one District President or Official Representative in each of the 10 Program Divisions for the best assistance to the Chief of Staff with a struggling VFW Auxiliary by mentoring and maintaining a close relationship until the VFW Auxiliary becomes healthy, with the approval of the Department President. Use of MALTA Healthy Auxiliary tools and mentor training is required.

Entry form is required and available in MALTA Member Resources.

The Department Chief of Staff must sign and send a copy of the completed Department nomination form to the National Chief of Staff by April 30, 2026 for judging.

Winners will be announced and awards will be presented at the 2026 VFW Auxiliary National Convention in Salt Lake City, Utah.

