

American Legion Riders

VOLUNTEER TRACKING

Mileage & Hours Reporting

Jim Bowers, Western Area Chairman
Wayne Schorr, Southern Area Chairman



American Legion Rider Chapter

- Purpose
 - To promote motorcycle safety programs and provide a social atmosphere for members of the American Legion, American Legion Auxiliary, and the Sons of the American Legion.
 - To participate in parades and other ceremonies which are in keeping with the aims and purposes of the American Legion.
 - To organize and participate in charity events helping veterans, their families, and the local community.
 - To use our association to promote and support the programs of the American Legion Family.



AGENDA

- **Who Reports Hours and to Whom?**
- **What Hours are Reportable?**
- **How to Record Mileage and Hours?**
- **When do Members turn in their Hours?**
- **Why Record our Mileage and Hours?**
- **Year End Reporting**



Who Reports Hours and To Whom?

- Every Rider in good standing with the Chapter
- Supporters
 - ALR Supporters
 - *Volunteers
- Designated person to whom the Chapter assigns
 - Road Captain
 - Adjutant

*Legion Family members who go “beyond the call” to support the ALR Program



What Hours are Reportable?

- All meetings of the Post/State/National
 - Legionnaires/SAL/Auxiliary/Rider Monthly & E-Board meetings
 - Committee Meetings
 - Conferences/ALR Summit
- Post Activities Sponsored by Legion/SAL/Auxiliary/Riders
 - Raffle Sales
 - Shopping/Preparation for events
 - Post Improvements
 - Fund Raising Events
- State Sponsored Rides
 - Round Robin
 - Merry-Go-Round
 - Legacy Ride
 - Unity Ride
- Awareness Rides – Scheduled or Unscheduled
- Community Events
- Parades/Escorts



How To Record Mileage and Hours?

- Submit miles and hours
 - On form
 - Email
 - Text/Messenger
 - ****OnLine ****
- Information Required
 - Name of Event/Ride/Meeting/Etc.
 - Date of Event/Ride/Meeting/Etc.
 - # of bikes, passengers, car/passenger
 - Round Trip Miles
 - Total hours per person



MILEAGE LOG WITH MONTHLY/QUARTERLY/YEARLY TOTALS REVIEW



[Go to Excel Spreadsheet](#)



Category Examples

- **Veteran's Affairs & Rehabilitation** – Stand Down, Final Respects, Round Robin (Project:Vet Relief), etc.
- **National Security** – Family support programs, Gold Star Families, POW/MIA activities, etc.
- **Americanism** – U.S. Flag Protection, Flag ceremonies, Boy Scouts, Legacy Fund, Legion Baseball, etc.
- **Children & Youth** – Boys & Girls State, Youth Law Cadet program, Christmas for Military children, Merry-Go-Round, etc.
- **Community**
- **Charity Rides**
- **Meetings/Post/Chapter Activities**

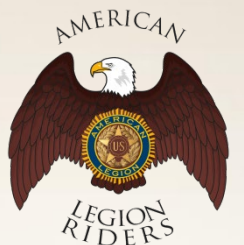


When Do Members Turn in Their Miles & Hours?

- Preferred Method: After each event
- Monthly at a minimum
- Deadline determined by Chapter

Tip: Designate someone to record and to receive reports

*** If turned in late, information can be added to the next month's report.***



Why Record Our Mileage and Hours?

To Make A Difference!

So Our Voice Will Be Heard on Capitol Hill!

Legislative Changes for Veterans!



Year End Reporting

Provide Total Miles & Donations to your Post Commander for Consolidated Post Report (CPR)

Riders Link for EOY Reports

<https://www.floridalegion.org/programs-services/legion-riders/alr-eoy-reporting/>

**Reports To Be Completed by
MAY 31ST**



ALTERNATIVE REPORTING METHODS

HOW TO CREATE YOUR ONLINE
TRACKING FORM, CREATE SPREADSHEET, AND ADD
ICON TO CELLPHONE HOME SCREEN

Presented by Sue Nist



QUESTIONS??

