

Program Planning Tool

Program: Patriotism Flag Award

Objective: To recognize companies, organizations, and individuals who fly the American Flag and do so properly.

Task	Lead Person	Support Person	Start Date	End Date	Goal
Download and print Certificate and instructions from Amvets.org					
Determine how often to do award, i.e. monthly or quarterly.					
Determine the business, organization or individual to receive award for that month/quarter.					
Contact awardee to tell them they have been selected and invite them to your Post's monthly meeting.					
If awardee is unable to come to a Post meeting, go to them and make the presentation. (take pictures)					
Encourage awardee to invite friends, family colleagues, etc. to attend award presentation ceremony.					
Purchase nice certificate frames (wooden) and encourage them to hang them. Less expensive if bought in bulk.					
Print 'Certificate' and place in frame.					
Have someone at the meeting take pictures.					
Contact local newspaper and send them photos and caption with names of those in the photos and name of the award to be printed in paper.					

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Questions? Call the National Programs Department at 301-683-4031.