

1. The allowance for the Department Community Service Chairman shall be as adopted in the annual budget. The Chairman shall submit an end-of-year statement of the expenses incurred and proposed recommendations affecting the program budget for the next year to the Finance Committee by May 1st.
2. The Chairman shall encourage Units and Districts to sponsor community projects and activities within their local area and to work in cooperation with other local agencies. When a natural disaster occurs affecting the area of local Units, those Units are encouraged to initiate, endorse, and participate in any fund raising to alleviate the pain and suffering of their community. (1998)
3. In 1989, the Department of California established the California Disaster Fund to assist members who sustain damage to their homes or great personal loss causing wide-spread damage. (1998)
 - 3.a. The budget for the California Disaster Fund will be dependent upon voluntary contributions and forwarded to the Department Office and administered by the Department Chairman. The Department Chairman shall promote the Fund and encourage Unit, District, and individual contributions to the Fund. Donations shall be made payable to the Department of California, ALA and earmarked for "California Disaster Fund." (2002)
 - 3.b. The Department Office shall maintain the Fund and make distributions of monies to American Legion Auxiliary members when notified by the Department Chairman. The amount of assistance requested on the application form shall be at the discretion of the Department Chairman. All assistance checks shall be made payable to the member. In the event additional assistance is necessary, a letter from the requesting Unit to the Department Chairman must be approved by the Chairman of the Finance Committee and the Department President. The Department Chairman and the Department Office shall review the status of the fund on a quarterly basis and notify the Department President. (2001)
 - 3.c. Any member in good standing is eligible for assistance. The amount of assistance granted will depend upon the need. Applications for disaster relief shall be the responsibility of the local Unit with two signatures required: The first by either the member or the Unit Community Service Chairman and the second by either the Unit President or the Unit Secretary. All applications must be forwarded to the Department Chairman for action. (1998)
 - 3.d. Annually, one copy of the established application form and donation form shall be sent by the Department Office to each Unit, District President, and District Community Service Chairman. Additional copies will be provided by the District Community Service Chairman. (1998)
4. The Chairman shall encourage Units and Districts to participate in those special projects and programs stressed by the National Organization.

5. The Department of California shall not endorse any special fund raising activities other than those endorsed by the National Organization and then only on a voluntary basis.
6. Mid-Year Report Forms for all committee programs shall conform with standard time frames. Unit report forms are to be sent to the District Chairman by December 1st. District report forms are to be sent to the Department Chairman by December 15th. (2023)
7. End of Year report forms for all committee programs shall conform with standard time frames. Unit report forms are to be sent to the District Chairman by the second Friday in April. District report forms are to be sent to the Department Chairman by May 1st. Department Chairman reports are to be sent to their Division Chairman and the National Committee Chairman by May 15th. (2019)