



VETERANS OF FOREIGN WARS DEPARTMENT OF IOWA

OCTOBER 2020

GENERAL ORDERS

No. 4

GENERAL ORDERS ARE TO BE READ AT THE POST MEETING AND POSTED IN YOUR POST.

1. **2020 VFW IOWA CONVENTION AWARDS/FALL POW WOW:** The State Convention Awards/Pow Wow Conference will be October 22 - 25, 2020 at the Embassy Suites by Hilton Des Moines Downtown 101 E. Locust, Des Moines, IA 50309. We need everyone who can to attend as this will be Commander Russ and President Kathy's banquet and award presentations to include All State Posts.

Due to COVID 19 the hotel will not be providing valet parking. Instead you will be self-parking in the hotel's underground garage. Hotel parking overnight is discounted to \$10 a night.

There is also a city parking ramp, across the street, located at 402 E. 2nd Street at \$10 overnight currently, Prevailing city rates will apply, will be available for your parking needs.

2. **VFW IOWA CONVENTION BANQUET:** The price is \$27 per person. Please send order form at the end of these General Orders to VFW Iowa, 3601 Beaver Ave, Des Moines IA 50310 by close of business Oct. 16th. The Banquet theme is "Tailgating" so wear your favorite team jersey or, since it is close to Halloween, costumes may be worn if you would like to. There will be a Social Mixer at 6 pm on the outdoor patio overlooking the Des Moines River and skyline.

3. **QUARTERMASTER BOND:** THE RATE UP TO AND INCLUDING \$25,000 IS \$5.00 PER THOUSAND. THE RATE FOR \$26,000 UP TO AND INCLUDING \$100,000 IS \$4 PER THOUSAND. THE RATE FOR \$101,000 AND UP IS \$3.00 PER THOUSAND. The application for the Quartermaster Surety Bond was sent out on July 7, 2020 along with a Post bonding information sheet for those not bonding with Department. The Bond is due before August 31, 2020. All bonds will expire on August 31, 2020.

4. **COMMUNITY ACTIVITIES REPORT:** Please send all Community Activity Reports to the Community Activity Chairman Jerry Huffman (activities.iowavfw@gmail.com), PO Box 221, Dysart, IA 52224-0221. Only 1 combined report per Post and per Auxiliary will be accepted and is due the 15th of each month. Please use the form attached with these General Orders to report your activities.

5. **CHECKS SENT TO DEPARTMENT (STATE) HQ's:** When forwarding your checks to VFW State Headquarters, please make it payable to "VFW Iowa" and indicate what the check is to be used for: Hospital Fund, VOD Fund, Disaster Fund, etc. in the **MEMO section at the bottom left of the check.**

6. **INSPECTIONS:** District Commanders your attention is directed to Section 517 of the Manual of Procedure, which states that each Post shall be inspected at least once during the year. Please make sure all the Posts in your District are inspected and report them in a timely manner rather than accumulating reports for 100% mailing. Please send completed Reports to **State Inspector Scott McDonald, 3644 W 4th St, Waterloo, IA 50701. Please send white copy only.**

7. **BIG TEN CONFERENCE REGISTRATION:** The 2020 Big Ten Conference will be Oct. 16 - 18, 2020 at the Crowne Plaza Columbus North, 6500 Doubletree Ave, Columbus, Ohio, 43229. Registration fee is \$125.00 until Oct. 1, 2020. Late Registration is \$135.00 each.

8. **EAGLE SCOUT PROJECT DONATION:** Please support Eagle Scout Candidate, Lance Boicourt, from BSA Troop 43, with his Eagle Scout Project to build a memorial brick path, update the landscaping and refinish the deck at the Veterans of Foreign Wars of the United States (V.F.W.,) State Headquarters of Iowa. You may donate by going to the VFW Iowa website at www.iowavfw.org and click on the donate button under the flyer of Lance's project or send a check payable to VFW Iowa at 3601 Beaver Ave., Des Moines, IA 50310.

9. **VFW & AUXILIARY FALL 2020 DISTRICT MEETINGS:**

District 3 – 839 Marshalltown TBD Russ Saffell, Past State Commander
Sandy Weldon, State President

District 5 – 9127 Des Moines Sat. Oct. 10, 2020 Carol Whitmore, Natl Councilmember
Sandy Weldon, State President

10. **2020-2021 VOD & PATRIOT'S PEN THEMES:** The 2020-2021 themes are:
Voice of Democracy Theme: Is This the Country the Founders Envisioned?
Patriot's Pen Theme: What is Patriotism to Me?

11. **DEPARTMENT OF IOWA 100th ANNIVERSARY CHALLENGE COIN:** The Department is selling a Challenge Coin for the 100th anniversary of the Department. The coins are \$10 each and all proceeds go to the Centennial Fund for the celebration of this monumental milestone.

12. **POST ASSESSMENT:** The Post Assessment for 2020 will be \$1.00 per member based on last year's Adjusted Membership total. If your Post achieved 100% or more in membership by June 30, 2020, your Post does not have to pay the Post assessment. This will be shown on the Status Report block. The deadline to pay your Post Assessment is Oct. 15, 2020.

13. **COPY OF 990 or 990-N TO STATE HQ:** In an effort to help Posts from losing their Nonprofit status, the State Commander is requiring **ALL POSTS** to send a copy of your 990 to State HQ when you file it. If you file the 990-N send a copy of the receipt showing that it has been **accepted** by the IRS. This is also a requirement from National HQ that all Departments are to have copies of all Posts 990's on file.

To get a copy of the receipt showing that the 990-N has been **accepted** by the IRS follow instructions below: You **WILL NOT** receive a confirmation e-mail that you filed Form 990-N, (the e-Postcard). To check the status of your electronic filing, log into the Form 990 Electronic Filing System (e-Postcard) and go to the "**Manage Form 990-N Submission**" page. You'll see the status for each Form 990-N you submitted - indicating whether your form was **accepted** or **rejected**. If rejected, click on the "Submission ID" link for additional details.

14. **OFFICERS, ELECTED AND APPOINTED:** Section 216 (c) - Post Officers, elected and appointed shall submit proof of eligibility for files to the Post Adjutant following their election or appointment and prior to their installation. Such proof of eligibility records shall be open to the Post Commander, Post Adjutant and Post Quartermaster. Post Officers, elected and appointed, shall not be installed or assume the duties of their office until such proof of eligibility is in the files of the Post Adjutant. It is the responsibility of the elected and appointed Officer to obtain and submit this proof of eligibility. Section 414 (c) - District Officers, elected and appointed, shall submit proof of eligibility to the District Adjutant. **Additionally, District Commanders, District Senior Vice Commanders and District Junior Vice Commanders shall submit proof of eligibility to the Department Adjutant.**

15. **DISTRICT OFFICER VACANCIES:** **4th District:** 1, 2, & 3 Year Trustees **8th District:** Judge Advocate

16. **POST OFFICER VACANCIES:** **7th District:** Post 9731, **8th District:** Post 580 **10th District:** Post 2541.

17. **VFW DECAL LICENSE PLATE:** You may now purchase the decals from the Department of Iowa Headquarters at a cost of \$20 for 2 decals (**one for front and one for rear license plate**) and will then take the decals to your local county tag office and purchase the decal license plate. An order form for the decals can be found at www.vfwiowa.org. Information regarding this decal, including a photo and the contact information, is now available at <https://iowadot.gov/mvd/vehicleregistration/vehicleregistration/decals>.

18. **GENERAL ORDERS EMAIL:** General Orders will be sent via Email. Please send your e-mail address to Department Headquarters at vfwiowa@gwestoffice.net if you have not done so and wish to receive them. Post Commanders and Quartermasters please ensure we have your email address on file.

19. **BUDDY POPPY ASSEMBLY FUNDRAISER:** As many of you may have heard Buddy Poppies are unavailable as the disruption of Buddy Poppy assembly due to COVID-19. With the demand for Buddy Poppies stronger than ever there is an opportunity for VFW Posts and Districts who want to assist in assembly of Buddy Poppies and get paid money for the Post fund to do so.

This would be a great opportunity for any Post/District and their Auxiliary to conduct a one time or ongoing Poppy assembly drive and generate relief funds for the Post to help veterans in need.

Here are the details.

- Minimum of 10,000 - Can request more and must be completed within 30 days.
- Component parts are shipped to the Post (precut fabric flowers, wire stems and printed labels).
- Assemble components by placing stem into flower, then attaching label. Wrap in groups of ten.
- Average assembly time is about 8-10 every minute at first with upwards of 20 a minute after assembling experience.
- Assembly lines can average more than 20 a minute.
- Ship completed Poppies to National (Shipping instructions and postage paid by National)
- 0.02 Cents is paid to relief fund for every completed Poppy.

As an example 100,000 Completed Poppies will net \$2,000.00.

20. **BUDDY POPPIES:** National Headquarters is experiencing delays in the production of Buddy® Poppies. COVID-19 has had a severe impact on the assembly facilities, resulting in a low supply of fully assembled poppies. Please continue to submit your orders while we actively work toward fulfilling your requests. All orders will be processed in the order in which they are received, but fulfillment may be significantly delayed.

This is a difficult time for everyone and we're working hard to adapt to this new reality. Please watch for further updates. We appreciate your patience and will do our best to ship your orders as quickly as possible.

Place your orders **EARLY, AT LEAST 90 DAYS IN ADVANCE OF YOUR DISTRIBUTION DATE.** Every Post should be able to receive donations for at least 1,000 Poppies. The requirement for All State Award has been removed due to COVID 19 restrictions not allowing distribution. Buddy Poppy prices for 500 poppies are \$72.50 and 1,000 are \$145. Many Posts are not sending their orders in early enough to receive them prior to their scheduled date. ***GET THEM IN AT LEAST 90 DAYS IN ADVANCE OF YOUR DISTRIBUTION DATE.***

21. **CENTENNIAL BUDDY POPPIES:** This year is the Department of Iowa's Centennial (100th Anniversary). Posts are able to purchase Centennial gold poppies this year to commemorate the occasion. You may order them by selecting them on the new Buddy Poppy Order Form attached with these General Orders. The price is the same as the red Poppies.

22. **COMMANDERS CHALLENGE:** See attached flyer for Commanders Challenge's that are now in place.

23. **BALL CAPS AT POST MEETINGS:** The only authorized headgear to be worn at Post meetings is the VFW cap. The Post Commander can make an exception if you are sensitive to fluorescent light and you may wear a VFW ball cap.

24. **VETERANS & MILITARY SUPPORT PROGRAM:** For questions or concerns about connecting with Iowa Military Units, Adopt A Unit, Uplink Phone Calling, Unmet Needs (soldier/military assistance), Post Donor Cards, and MAP Grants for your Post/Auxiliary, contact **VMSP Co-Chairman Todd Jacobus** at todd.jacobus@gmail.com or **515-240-0387**, or **VMSP Co-Chairman Pat Stark** at vfw.patstark@gmail.com or **641-780-9929**, or. Please consider making a donation to Veterans & Military Support Program today. Regarding Operation Uplink, contact Uplink Chairman Pat Stark if you request a phone card for a hospitalized veteran who is in any hospital or nursing home other than one of the VAMF's.

25. **CHAIN OF COMMAND:** Use your chain of command. If there are issues at your Posts, start with the Post Commander, then District Commander, then Department Commander.

26. **DIMES FOR VETS:** We are continuing the Dimes for Vets and the proceeds to go for the Service Office for the Dept of Iowa.

27. **HISTORICAL MEMORABILIA:** If any Post/Aux has any memorabilia of OUR dept that could be displayed at the Centennial Convention can you please get the information to the Dept HQ so that we can plan accordingly.

28. **UPDATED DD-214 AND AWARDS:** If you would like to get a copy of your DD-214 and all Awards that were awarded to you or the units you were attached to, go to VA and fill out the form SF-180. Under the middle section in the other category make sure fill in all medals and ribbons. There are several that have been issued to units after you have transferred or gotten out. This is a **ONE** time issue. Any questions please contact me.

If your military service record requires a change or correction, you will need to submit DD Form 149, Application for Correction of Military Records to the relevant service branch (branch addresses are provided on the form). To obtain this form, you will need to go to: <http://www.esd.whs.mil/Portals/54/Documents/DD/forms/dd/dd0149.pdf>.

If you need to change your discharge status you will generally need to submit DD Form 293, Application for the Review of Discharge or Dismissal from the Armed Forces of the United States to the relevant service branch (branch addresses are provided on the form). To obtain this form, you will need to go to <http://www.esd.whs.mil/Portals/54/Documents/DD/forms/dd/dd0293.pdf>

29. **BY-LAWS:** Districts and Posts need to look at when you last updated your by-laws. If it has been more than 5 years, you need to look at them and update them. Then send 3 signed original copies to Headquarters for review so we can get them to National for approval.

30. **BIENNIAL REPORTS:** Reminder that every odd year is when the Post MUST file a Biennial report with the Secretary of State's Office. The Post needs to get ahold of them to make sure that the registered agent that they have listed is correct and current. They will EMAIL the pin number to that registered agent. That is usually done in January.
31. **INSURANCE:** The posts are REQUIRED to have insurance with Department and National as additional insured on it. No matter if the post doesn't have a post home or not. If the post is even marching in a parade and something happens that causes someone to be injured this insurance protects the Post and ALL OF ITS MEMBERSHIP.
32. **MEETING VIA ZOOM:** If the post is holding their meeting VIA Zoom or any other electronic means and you invite one of the National Officers to attend please email Department letting us know this. The National Officers have stated if they are available and you request them, they will sit in, but asking please let the Department know ahead of time.
33. **POST OR DISTRICT FUNCTIONS:** If your post or district is having a function and you would like the information to be put on our Department Facebook Page as well as pictures of the event please get the information to our Department Sr. Vice Commander Mike Braman at michaelbraman26@yahoo.com.

MARK YOUR CALENDARS!

STATE CONVENTION AWARDS/POW WOW CONFERENCE will be October 22 - 25, 2020 at the Embassy Suites by Hilton Des Moines Downtown, 101 E. Locust, Des Moines, IA 50309. The hotel is located in the Historic East Village.

2020 BIG TEN CONFERENCE will be Oct. 16 - 18, 2020 at the Crowne Plaza Columbus North, 6500 Doubletree Ave, Columbus, Ohio, 43229.

2021 MID-WINTER CONFERENCE will be Jan. 15 - 16, 2021 at the Holiday Inn Des Moines Airport, 6111 Fleur Dr., Des Moines, IA 50321. The room rate is \$104 plus tax.

"Members Make the Team"

By Order of:

Paul Arnold

Department Commander
VFW Department of Iowa

OFFICIAL: *Jerry Black*
State Adjutant-Quartermaster
VFW Department of Iowa
PA/jb





BANQUET TICKET ORDER FORM

The Convention Banquet will be a “**TAILGATING THEME**”. Everyone wear your favorite team jersey or Halloween costume and join us in celebrating Past Commander Saffell and Past President McDonald.

A Social Mixer will begin at 6 pm on the Riverview Patio (Lobby) and the Banquet will begin at 7:00 PM on October 24, 2020. The cost of tickets is **\$27 per person**.

A cash bar will be available for drinks during the Social Hour and until 11 pm during the banquet.

A DJ will be playing your favorite songs from 7 pm to 11 pm.

Reservations need to be in to State Headquarters, 3601 Beaver Ave., Des Moines, IA 50310, by **October 16, 2020**. Make checks payable to VFW Iowa. Due to the late notification phone calls or emails will be accepted for banquet ticket reservations, however paid orders are preferred so that we have an accurate count.

HOW MANY WILL ATTEND _____ AMOUNT OF THE CHECK _____

NAME- _____

(You may make copies of this form)

MENU:

Slider Station (Burger or BBQ Pulled Pork) with Homemade Chips

Boneless Buffalo Chicken Wings with Celery

Chili Station

Dessert Station (Combination of bars and cookies)

Beverages