



MEMORANDUM

To: Department Citizenship Education Chairman
CC: Department Adjutant
From: Lynn W. Rolf, III, Director, Programs
Date: August 2016

November is Veterans in the Classroom Month and National Veterans Awareness Week is November 6–12, 2016.

I know many of our members go into the classroom to promote americanism, safety, and other initiatives promoted by the VFW, including their own service to our country. Please recognize them for their dedication to educating America's youth. See sample citation attached.

Please send your request for citations to recognize members for their work in classrooms on the attached form. Once received, the citations will be printed and returned to your Department Headquarters for presentation at an appropriate time to the deserving member.

If you have any questions, please contact Tammy Beauchamp at tbeauchamp@vfw.org or call (816) 756-3390 x287.

enclosures

Veterans in the Classroom Program Recognition Form

Please provide the following information for VFW members who have participated in Veterans in the Classroom Program and deserve recognition for their dedication to educating our young people.

Member Name	Post Number	Post City, State	School Name

Signature: _____

Department: _____

Please return to: VFW Programs, 406 W 34 St, Kansas City, MO 64111 -
 Fax: (816) 968-1149 or e-mail: tbeauchamp@vfw.org

SAMPLE CITATION

Certificate of Recognition

Presented to

Lynn W. Rolf, III
VFW Post 56

*For your participation in the Veterans in the Classroom project.
Your education of America's youth is greatly appreciated
and the benefit it provides is in the highest ideals of the
Veterans of Foreign Wars of the United States of America.*

In Witness Whereof we have hereunto set
our hands and the official seal of the
Veterans of Foreign Wars of the United States.

Brian J. Duffy, Commander-in-Chief

Robert E. Wallace, Adjutant General