

THE RUBY SLIPPER

Thanks to Our Veterans There's No Place Like Home

VFW Auxiliary

Department of Nebraska

March 2020



Dear Auxiliary Sisters and Brothers,

Thank you to all who attended Mid-Winter Conference in February. We celebrated our District Voice of Democracy and Patriot's Pen winners and later we were wowed when the Department winners gave their speeches.

We also had a great time with Carla Martinez, who was our National Representative at Mid-Winter Conference. She toured the Capitol with us and she was very impressed with our beautiful building. We wish her all the best as she goes forward through the National chairs.

The program chairmen shared information from the reports that you have sent. It is clear that our Auxiliaries are doing great things for our veterans. Keep up the good work you are all doing for our veterans.

We will soon be electing officers in our local Auxiliaries and at our District Meetings. Be sure to get the forms that Jean Barton, our Department Secretary, will be sending in the upcoming newsletters regarding elections.

Have a great St. Patrick's Day, and remember, Thanks to Our Veterans, There's No Place Like Home.

Loyally,
Liz Davis, Department President

AMERICANISM

March 1st Nebraska observes its statehood – let's join this special state celebration by flying the American Flag and our state flag, if you have one. Auxiliary members will be showing their pride and patriotism to our state and country.

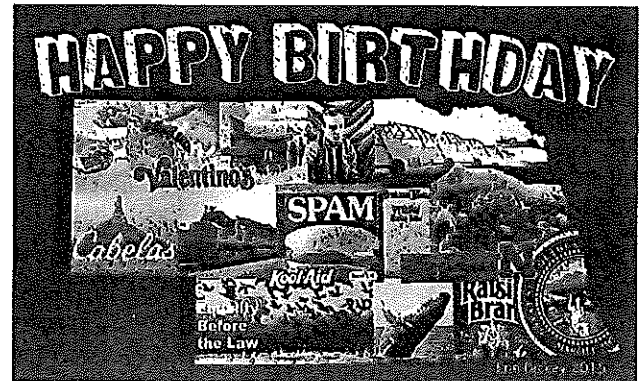
From reports received we see some activities that have been included: schools being visited, participation in community and/or patriotic programs, a veteran visited school, American flags were presented, and we assisted families of deployed members.

The deadline for submitting a photo collage of a Family Freedom Festival is March 31. I will send one to our National Ambassador before April 30th. I gave instructions in a previous newsletter listing the sizes – no larger than 20" x 20" or smaller than 14" x 14" for mailing.

Time goes so quickly and there is only a month and a half before the deadline for reports. Tell me what projects you have completed for Americanism. Thanks to the Auxiliaries who have sent a report. To all Auxiliaries, you can never send too many reports.

Fly your flag every day or on special holidays.

Eleanor Pacas



March 1, 2020

"BUDDY" POPPY/VFW NATIONAL HOME FOR CHILDREN

Do you know a veteran and/or military family struggling with reintegration to civilian life, PTSD, unemployment or other challenges? Let them know that help is only one call away at 1-800-313-4200. The Helpline is a free service that offers information, creates connections, and gives hope to struggling military and veteran families. We need to promote the Helpline at our Post Homes, in Auxiliary newsletters, and in the community. Share this phone number and save it as a contact in your cell phone.

Please note this is a helpline, not a hotline. The Helpline is answered Monday – Friday between 8:00 a.m. and 4:30 p.m. Eastern time, except holidays. Messages left after hours are answered the next business day. The Military & Veterans Family Helpline is staffed by caring professionals who help callers with urgent needs seek solutions in their own communities.

Please send in your report on "Buddy" Poppy/VFW National Home for Children. The deadline is April 15, 2020. A reminder to the Auxiliaries participating in the contest on how many ways to use "Buddy" Poppy and VFW National Home for Children in our programs that it will need to be sent to me by April 15, 2020. They can be sent by mail: Linda Vogel, 501 East Prospect, Norfolk, NE 68701 or email: lvogel73@gmail.com

We can serve our veterans with "Aloha" by distributing "Buddy" Poppies in our community and by supporting the VFW National Home for Children.

Thank you.

Linda Vogel

HISTORIAN/MEDIA RELATIONS/VFW NEWS

The past month gave us Valentine activities, Mid-Winter Conference, and local Voice of Democracy and Patriot's Pen to write about. Thank you to the Auxiliaries across the state that have sent in reports and done a fine job of reporting (greatly appreciated). Your local events have been passed on to the VFW News Editor Jody Sullivan. She does a great job of making sense of all the news sent in. Remember to give your contact information and the Post or Auxiliary name, number, and location. The proper spelling of names in pictures, the purpose and places events happen are all a part of the story. If President Liz Davis happens to be at one of your functions, please snap a picture and give a brief article for me to place in the newsletter and her story book. If you happen to catch a fun picture be sure to pass on the smiles!

The Mid-Winter Conference included discussing the Department Auxiliary History Book and Post book information on how to submit. The guidelines for the Auxiliary History book are in the Program Book put out by President Liz Davis. The Post book rules are in the VFW Program Book put out by Commander Joe Smith. Please be sure to bring your History Books to hand in for judging at the Department Convention held June 5-7, 2020, at the Divots in Norfolk. A reminder you need to have the books submitted to Judy Workman Historian for the judging committee to review by noon or sooner on June 6th. The History Books are a valuable resource for Auxiliaries to reflect on 2019-2020 annual activities in one concise report to see all information for the year in one place.

The topic of including pictures is something we may be able to bring up to revise in the coming year.

Historian/Media Relations reports have been submitted by the following: (Be sure to send in Year End reports in addition to articles!)

District 1 – Auxiliary 7996; Auxiliary 1681

District 3 - Auxiliary 1644; Auxiliary 5816

District 4 –

District 6 – Aux 10042; Auxiliary 1077; Auxiliary 3113

District 7- Auxiliary 8332; Auxiliary 5767; Auxiliary 6928

District 9 – Auxiliary 131; Auxiliary 3606; Auxiliary 10648; Auxiliary 4755; Auxiliary 4502; Auxiliary 5136; Auxiliary 5641

District 10 – Auxiliary 2704

District 11- Auxiliary 8256; Auxiliary 1347; Auxiliary 3576; Auxiliary 5820; Auxiliary 7029

District 13 – Auxiliary 5136; Auxiliary 759; Auxiliary 1346; Auxiliary 5539

District 15 – Auxiliary 4836; Auxiliary 5759

If you are not on the list above and have sent a report or your information is in error, please call me (308) 237-2781 or email opusworkman@yahoo.com. Thank you. Your Auxiliary End of Year Report deadline is April 15th!

Remember - "There is no place like home to report on!"

Judy Workman

LEGISLATIVE

We had a wonderful Mid-Winter Conference. It is always good to see familiar faces and to meet some new faces. For those of you who were there, close your eyes. For those of you who couldn't make it, here is a synopsis of my Legislative report.

District 7 still leads the pack with 12 reports. Fremont has sent 7. Members have attended several town hall meetings with Ben Sasse and Jeff Fortenberry. Jane Petersen, with the help of a volunteer, is writing a book about her husband's service. Dodge County has a 44-page Voter Information booklet packed with facts on taxes, voting, and frequently asked questions.

District 9 sent 9 reports. District President Charlene can relax, all her Auxiliaries have reported. Along with our President Liz Davis, members Vicki Luebbe #4755 Seward, Sheryl Wright Lincoln #3606 and Katrena Anton Lincoln #131 attended Legislative Day at the Capitol.

District 3 sent 7 reports, Stanton sent 6. They have been emailing President Trump with support. Support for taking down a prolific killer known to kill and maim our military. Support for going to Afghanistan at Thanksgiving to support our troops.

District 6 sent 5 reports. Auxiliary members from Adams marched in the school's Homecoming Parade. Two members carried the VFW banner and 2 handed out patriotic information.

District 4 sent 4 reports.

Many Auxiliaries are using Facebook and email. Two read the Priority Goals each meeting. District 11 Grand Island has 35 members signed up for VFW Action Corps. One member is tweeting with the Prez.

Jill Johnson, District 15 said Boone County will be all mail in ballots next election. Three other counties in Nebraska have all mail in voting, Knox, Cedar and Dixon. This method is cost effective and has produced higher voting turn-out going from 35-45% to 65-70%. The one disadvantage was that people missed going to the polls and seeing their friends.

Thirty percent of the Auxiliaries have sent in reports. I still need reports from 49 Auxiliaries. District Presidents please encourage your Auxiliaries not to wait until April to send reports.

Counting the days until Spring,

Synthia Stanoscheck



March 8, 2020

CHAPLAIN/GOLD STAR

It was so nice to see a lot of you at Mid-Winter Conference.

If you missed the speeches of the Voice of Democracy and Patriot's Pen winners, you missed out on some great inspirational messages.

As Chaplain, I have been receiving death notices and putting the names on file to put in the year end Memorial Book. Please get them to me as soon as possible after finding out when one of your members has passed away. If you can get them to me by March 31 it would be great. I know it says April 15 but the gals in Lincoln need the names by April 10th so get them to me as soon as you can. Thanks. My thoughts and prayers go out to all the Auxiliary members who have lost a loved one.

I am still missing Gold Star reports (page 18 in the program book.) If you don't have a Gold Star member send me a report and tell me that. If you have done anything for your Gold Star members or any Gold Star person, let me know that too.

If you have any questions how to fill out the report, please call me 402-643-2868.

Happy St. Patrick's Day – God's Blessing –

Vicki Luebbe

NATIONAL SCHOLARSHIPS

Young American Creative Patriotic Art contest entries will be judged on the originality of concept, presentation and patriotism expressed, content and how it relates to patriotism, and clarity of ideas, design technique, and impact of work.

Those selected to judge the contest should be teachers or professionals knowledgeable in art.

Only the first-place winner from each Auxiliary will be set to Nebraska's National Scholarship Chairman for judging. If District judging is held, they must meet the Department deadline for judging. The department deadline is April 15. Only the first-place department winner is eligible for the National competition. All Department winners will be judged at National Convention.

PLEASE MAKE SURE THE ENTRY FORM SENT TO ME IS COMPLETELY FILLED OUT AND ALL SIGNATURES ARE ALSO COMPLETED. **DO NOT** TAKE YOUR ENTRY TO DEPARTMENT HEADQUARTERS IN LINCOLN. ALL QUESTIONS MUST BE ANSWERED FOR THE APPLICATION TO BE CONSIDERED.

Jane Peterson

Very Important Information!!!!

Be sure to write out 2020 when you date anything. If you write 2/23/20, it could be changed to 2/23/2010, 2/23/2021, etc. You get the idea!

VETERANS AND FAMILY SUPPORT

My National Ambassador has set a challenge for us. The challenge is for every Auxiliary and every Auxiliary member to continue our selfless acts of kindness to America's heroes and their families. Pretty simple, don't you think?

She is asking that we start 2020 by donating to the National Veterans Service. The VFW's National Veterans Service (NVS) helps veterans, service members, and their families obtain the benefits they deserve – at no cost. This program provides a nation-wide network of 300 VFW Service Officers. They can help veterans navigate the Veterans Affairs System. They help every step of the way once the veteran is ready to file a claim. The VFW is proud to offer this service to anyone seeking assistance. NVS works to ensure veterans receive quality, timely, and accessible VA Healthcare. This includes hospital care, outpatient care, specialized healthcare for female veterans, alcohol & drug dependency treatment, and medical evaluations for disorders associated with military service, exposure to Agent Orange, radiation, or other environmental hazards.

Donations may be sent to the VFW, earmarked NVS. Checks should be mailed to:

VFW National Headquarters
Attn: NVS
406 W. 34th Street, 11th Floor
Kansas City, MO 64111

You can also donate online at www.vfw.org/ways-to-help, and select National Veterans Service. Auxiliaries may use their Relief Fund to help support the program.

Thank you for all the simple acts of kindness you perform each day to support our veterans, our service members, and their families.

I have only received reports from 19 Auxiliaries which is not very good for this late in the year. I have 2 Districts that I have not heard from any of the Auxiliaries. District Presidents please see what you can do to help me with this. The deadline for reporting is April 15th. I will start making calls by April 1st. I know you all do things for our veterans, service members, and their families, please report it. You can email or snail-mail your reports.

Linda
Hansen



CHIEF OF STAFF

Keeping in line with President Liz's theme Thanks to Our Veterans, There's No Place Like Home and the Wizard of Oz.

With Dorothy Gale from Kansas and President Liz from Nebraska traveling down the Yellow Brick Road, they met up with the Scarecrow who needed a BRAIN, the Tin Man who need a HEART, and the Cowardly Lion who needed COURAGE.\

Together they have passed through the Haunted Forest and the Wicked Witch of the West's (the mean Sisters') castle. They are running through the POPPY FIELD towards to Emerald City to meet up with the WIZARD for guidance, just as the District Presidents look for assistance from President Liz and Chief of Staff Donna as they seek KNOWLEDGE, HEART, & COURAGE.

We can apply the Scarecrow's quest for KNOWLEDGE with a BRAIN, the Tin Man's need for COMPASSION with a HEART, and the Cowardly Lion for courage to all our programs.

Membership – Knowledge to recruit, the heart for veterans and the courage to ask

Scholarship – Courage for youth and future leaders with Voice of Democracy, Patriot's Pen & Creative Art

Mentoring – Guiding our members & leaders to SUCCESS

Hospital – Visit the VETERAN because it is the right thing to do

Veterans & Family Support – Suicide Prevention, wearing the Tear Drop and the Veterans Crisis Line 1-800-273-8255, press 1.

Donna Fenske

Roster changes:

Page 4 & 12, change PDP Kim Abboud's last name to Hild Williams.

Page 4, change Sue Moore's phone to 308-350-2860

Page 6, change Linda Vogel's email to jlvogel73@gmail.com

Page 6, 12, & 17 – change Karen Linden's address to 711 W. Hedde Street, Grand Island 68801-7191

Page 17 – change Marjorie Miller's address to 500 S. 18th Street, #611, Norfolk 68701-7310

Page 19 - change Sondra Albertson's address to 4002 Raynor Parkway, #1113, Bellevue 68123-6124 and the meeting date for Auxillary 2543 to 3rd Thursday at 2:00 p.m.

If you know of other changes please send them to me. Thanks, Jean

Chairmen: The next deadline for the Ruby Slipper is March 13.

Please note the following request that Sr. Vice President Bonnie Gerlt received: We hope you will be able to assist in this very worthy project.

We are trying to get birthday cards sent to 82nd Airborne, Medal of Honor Recipient, WWII Veteran Mr. Maggie Megelles's 103rd birthday celebration March 10th. It can be handwritten or bought. We are trying to surprise him with an old-fashioned WWII mail delivery on carts with thousands of letters. Please pass this on to anyone that might be willing to send a card. Cards from kids/students are also welcome. Cards can be mailed to:

Maggie Megelles
c/o Martha Cothren
TRIBUTE TO VALOR
2140 E. Southlake Blvd., Suite L-405
Southlake, TX 76092

A Note or Two from your Department Secretary

This is the hardest thing I've ever had to write in our monthly newsletters. On January 29, 2020, at the age of 87, my mother, PDP Marge Thibault, made her way to heaven. Marge loved this organization and thought of all of you as her family. Our thanks to all those who sent cards, memorials, and attended her services.

April will be here before we know it. In the April Ruby Slipper I will be sending your Application for Warrant. BE SURE TO SEND IT IMMEDIATELY FOLLOWING YOUR ELECTION OF OFFICERS which needs to happen at your regular business meeting in April. YOU MUST send this form to me to get your Installation Report and YOU MUST have that report form at your Installation so it can be signed and returned to me immediately AFTER Installation. If you are having trouble getting members to take office, call President Liz, Chief of Staff Donna, or myself **NOW!** Don't wait until we are calling you wondering where your paperwork is. We must have officers recorded at National by July 1.

You will also be getting your Department Convention Delegate forms. Department Treasurer Sandee will be informing you of the number of Delegates/Alternates you are allowed to elect, and you will send the names to me.

Your District Delegate form will come from your District President. If you have not received them before you elect your District Delegates call them and remind them to send you the form. After you elect your delegates for your spring meeting send the list to the DISTRICT Secretary. If you send them to me it may not reach the proper person in time. Be sure to keep a copy for your records. I gave each District President one form for every Auxillary in the District.

All year end reports are due to the Department Chairmen by April 15th.

If you have any questions or concerns please contact me at 8100 Regent Drive, Lincoln 68507-3366 or (402) 464-1586.

Have a safe St. Patrick's Day.

Jean

VFW AUXILIARY
DEPARTMENT OF NEBRASKA
FALL MID WINTERCONFERENCE COUNCIL & GENERAL MEETING
October 12, 2019

The Council of Administration was called to order at 8:05 a.m. by President Liz Davis. Membership cards were checked, the Chaplain and Conductress attended the Altar and offered the opening prayer, followed by the Pledge of Allegiance.

Roll call found the following absent: District 15 President Jill Johnson.

Minutes of the previous Council of Administration were approved as printed and mailed.

Treasurer Sandee Bellows presented the July 1, 2019 to January 31, 2020 Financial Report (Appendix A.) The report will be filed subject to audit.

2019-20 Budget Chairman Jane Petersen presented the January 2019-20 budget (Appendix B.) There were no overages. Jr. Past President Linda Vogel moved to approve the budget as presented. Second by Jr. Vice President Sharon Thorne. Motion carried.

Audit Chairman Carol Thompson presented the August 30, 2019 to January 31, 2020 Audit (Appendix C). Chaplain Vicki moved to approve the audit as presented. Second by Jr. Past President Kim Hild Williams.

President Liz called a recess for a joint meeting with the VFW. The Council meeting resumed at 10:00 a.m.

A motion was made by Chief of Staff Donna Fenske and seconded by Junior Past President Carol Brosnihan to eliminate the Gold Star/Membership luncheon and accompanying funds (budget lines N-6 and N-7 \$150 each) from the budget beginning in FY 20-21. Motion carried. Note that Secret Sister activities are at the call of each President. This year there will only be a gift exchange (no luncheon.)

Standing Rules Changes are as follows. The complete amended Standing Rules (Appendix C) will be published in the 2020-21 Roster to be distributed after June Convention. Changes are in **bold**.

A motion was made by Department Treasurer Sandee Bellows, seconded by Department Secretary Jean Barton to change Standing Rule 1a and 1b as indicated in the attached document. Motion carried.

A motion was made by Junior Past President Carol Brosnihan and seconded by Chief of Staff Donna Fenske to change Standing Rule 1c and 1d as indicated in the attached document. Motion carried.

A motion was made by Department Jr. Vice President Sharon Thorne and seconded by Chief of Staff Donna Fenske to change Standing Rule 2b as indicated in the attached document. Motion carried.

A motion was made by Chief of Staff Donna Fenske and seconded by to change Standing Rule 6 as indicated in the attached document. Motion carried.

A motion was made by Junior Past President Linda Vogel and seconded by Department Sr. Vice President Bonnie Gerlt to change Standing Rule 8 as indicated in the attached document. Motion carried.

A motion was made by Junior Past President Carol Brosnihan and seconded by Department Guard Katlyn Abboud to change Standing Rule 9a and 9c as indicated in the attached document. Motion carried.

A motion was made by Department Chaplain Vicki Luebbe and seconded by Department Jr. Vice President Sharon Thorn to change Standing Rule 11b as indicated in the attached document. Motion carried.

A motion was by Junior Past President Carol Brosnihan and seconded by Junior Past President Linda Vogel to strike Standing Rule 15a and 15b and changing 15c as indicated in the attached document. Motion carried.

A motion was made by Department Jr. Vice President Sharon Thorne and seconded by Department Sr. Vice President Bonnie Gerlt to add Standing Rule 17 as indicated in the attached document. Motion carried.

There being no further business, the Council meeting adjourned at 10:20 a.m.

The general meeting opened according to Ritual at 10:30 a.m.

Roll call found the following absent: District 15 President Jill Johnson; Color Bearer #3 Claudia Dunn (protem Synthia Stanoscheck), Color Bearer #4 Sarah Mumma (protem Maria Weilandt); Flag Bearer Darlene Pojar (protem Marge Ruder);

Banner Bearer Janet Felt (protem Angela Ostrander); Assistant Guard Elizabeth Broeker; Americanism Chairman Eleanor Pacas; Grand Island VAVS Representative Pat Geiger, Grand Island VAMC Deputy Billie Herron; Omaha VAMC and Eastern Nebraska Veterans Home Representative Paulette Marquez, Eastern Nebraska Veterans Home Assistant Marcia Jones, Hot Springs VAMC Representative Karen Krotz, Norfolk Veterans Home Representative Wilma Dopson.

Past Department Presidents in attendance: Jane Petersen, Dixie Hild, Joyce Witt, Iva Carlson, Karen Linden, Carol Thompson, Linda Hansen, Donna Fenske, Kim Hild Williams, Sue Moore, Carol Brosnihan, and Linda Vogel.

According to the Auxiliary sign in book, there were 19 Auxiliary Presidents/Sr. Vice Presidents/Jr. Vice Presidents and 23 members present.

Katrena Anton, Auxiliary 131 President and Charlene Hobelman, Auxiliary 3606 President welcomed all to Lincoln and presented corsages to President Liz and National Representative Carla.

President Liz asked our National Representative, National Conductress, Carla Martinez to step to the back of the room. She was escorted to the podium with the Colors and introduced.

The Charter was draped in memory of Past Department Presidents Barbara Collins and Marge Thibault.

Department Chairmen gave their reports. Please read the Ruby Slipper monthly for program updates.

Convention Corporation members Bernie Brosnihan and Barry Caster reported on upcoming meetings:

- State convention, June 5-7, 2020, Divots Center in Norfolk, rooms under \$100
- School of Instruction, August 1, 2020, Seward
- Fall Conference, October 2-3, 2020, Site to be determined

A video that is required by National was shown on "How to keep your existing members."

There were 33 Auxiliaries with 100% membership by December 31, 2019. Each received \$10.

The 50/50 raffle was won by Larry Gerlt. Larry received \$261.

Veterans and Family Support baskets:

Beach – Angie Ostrander	Soup & bread – Iva Carlson	Gray throw – Marie Weilandt
Spa – Sue Moore	Wine box – Gary Bush	Doll – Donna Fenske
Patriotic blanket – Brad Williams	Barn Quilt – Tom Nelson	Wine & chocolate – Dixie Hild
Christmas block – Sue Moore	Tool tote – Dan Kramer	Valentine – Marie Weilandt
Wine & Cheese – Don Eckstein	Spa – Joyce Witt	Men's basket – Karen Linden
Whiskey & Coke – Jerry Chlopek	Meat & cheese – Linda Wittrock	Candy – Sara Hoyle
Snack – Gary Bush	Movie – Marie Weilandt	Women's basket – Donna Fenske
Flag light – John Olson	Bird feeder – Don Eckstein	Valentine fragrance – Tom Nelson

National Conductress Carla Martinez brought greetings from the National President and a few housekeeping items from National Headquarters.

- If you have questions send them by email if you have it and make sure it goes through the chain of command.
- Dell® is giving each state winner in Voice of Democracy a new computer again this year.
- Sign up for Action Corps and national Auxiliary magazine online.

With no further business, the meeting closed according to Ritual with the next meeting to be held in Norfolk, June 5-7, 2020, at the Divots Convention Center.

Loyally submitted,

Jean Barton, Secretary

January Budget 2019-2020

	Approved Budget 2019-2020	Actual Income 2019-2020	Balance of Budget 2019-2020
1. Dept Annual Dues Reserve (transferred after July 1)	\$9,952.50	\$8,250.00	
2. Department Annual Dues (less 50% for dues reserve)(3000)	\$8,250.00	\$3,850.75	
3. Roster/Mailings	\$270.00	\$415.00	
4. Interest on Investments, savings, CDs	\$400.00	\$3,889.36	
5. Life Membership Reserve fund transferred after July 1	\$4,652.51	\$4,652.51	
6. Life Membership fund (less 50% for dues reserve)(3600)	\$1,966.00	\$5,393.83	
7. Commissions from National Supply Department (2%)	\$7,260.00	\$150.57	
8. VFW National Guarantee Program	\$400.00	\$7,260.19	
9. Miscellaneous Income (awards) from National	\$5,000.00	\$0.00	
10. Calendar Sales (1500)	\$5,000.00	\$5,000.00	
11. Undesignated Funds	\$44,853.52	\$39,192.21	
Total			
A. EXPENSES			
Department President:			
A-1 Official Travel	\$4,000.00	(\$1,185.95)	\$2,814.05
A-2 Telephone & Postage	\$75.00	\$0.00	\$75.00
A-3 National President's Homecoming or CAFE	\$600.00	\$0.00	\$600.00
A-4 National President's Homecoming Gift	\$25.00	\$0.00	\$25.00
A-5 National Convention	\$600.00	(\$600.00)	\$0.00
A-6 National Mid-Year Conference	\$600.00	\$0.00	\$600.00
A-7 Big Ten Conference Meeting	\$400.00	(\$400.00)	\$0.00
A-8 Community Service Conference/Patriotic Conference	\$600.00	\$0.00	\$600.00
A-9 Department President Pin, Jewel & Setting	\$165.00	\$0.00	\$165.00
TOTAL DEPARTMENT PRESIDENT	\$7,085.00	(\$2,185.95)	\$4,879.05
Department Secretary:			
B-1 Salary and Payroll taxes (\$550/month)	\$6,600.00	(\$3,851.55)	\$2,748.35
B-2 Travel	\$500.00	\$0.00	\$500.00
B-3 Telephone & Postage	\$1,650.00	(\$711.00)	\$938.00
B-4 Supplies	\$1,300.00	\$0.00	\$1,300.00
B-5 Machine Maintenance Contract	\$925.00	(\$155.93)	\$769.07
TOTAL DEPARTMENT SECRETARY	\$10,975.00	(\$4,718.58)	\$6,256.42
Department Treasurer:			
C-1 Salary and Payroll taxes (\$550/month)	\$6,600.00	(\$3,953.88)	\$2,646.12
C-2 Travel	\$670.00	(\$103.23)	\$566.77
C-3 Telephone & Postage	\$1,000.00	(\$220.00)	\$780.00
C-4 Supplies	\$1,950.00	(\$868.48)	\$1,081.52
C-6 Bond - (\$120,000)	\$700.00	(\$359.00)	\$341.00
C-7 CPA Federal & State Tax Preparation	\$10,601.00	(\$6,234.59)	\$4,366.41
TOTAL DEPARTMENT TREASURER	\$23,521.00	(\$11,839.19)	\$11,681.81
Department Chief of Staff			
D-1 Travel	\$900.00	(\$93.43)	\$806.57
D-2 Telephone & Postage	\$25.00	\$0.00	\$25.00
D-3 Training Materials for District Presidents	\$100.00	\$0.00	\$100.00
TOTAL DEPARTMENT CHIEF OF STAFF	\$1,025.00	(\$93.43)	\$931.57

January Budget 2019-2020

Account/Fund	Beginning Balance	Receipts	Disbursements	Ending Balance
General Fund	\$1,108.49	\$38,612.88	(\$32,764.18)	\$6,955.19
National Dues	\$0.00	\$10,546.00	(\$9,058.00)	\$1,488.00
Cancer Quota	\$0.00	\$456.00	\$0.00	\$456.00
President's Special - Javelin Inc. (Service Dogs)	\$0.00	\$3,719.60	\$0.00	\$3,719.60
Scholarship	\$0.00	\$1,960.00	\$0.00	\$1,960.00
Veterans & Family Support	\$0.00	\$836.01	\$0.00	\$836.01
Convention Account	\$0.00	\$0.00	\$0.00	\$0.00
Hospital (details below)	\$12,894.42	\$2,215.00	(\$3,910.00)	\$11,199.42
Account Balances - Year to date	\$13,990.91	\$58,335.49	(\$45,732.18)	\$28,594.22
Checking Account Balance on August 30, 2019				\$28,594.22
Other Assets (Dues Reserves)		deposits, interest, income	Disbursements	Ending Balances
Savings # 7172	\$11,004.62	\$5,012.22	(\$6,500.00)	\$7,516.84
Savings # 73742 (equipment)	\$1,931.32	\$308.05	(\$2,239.37)	\$0.00
Savings # 77149 - Big 10 Fund	\$902.27	\$100.97	(\$1,003.24)	\$0.00
Total - Savings Accounts	\$13,838.21	\$5,421.24	(\$11,742.61)	\$7,516.84
CD 9623 - Bank of Steinauer	\$5,492.30	\$13.77	(\$5,506.07)	\$0.00
CD #9642 - Bank of Steinauer	\$25,919.25	\$129.96	(\$26,049.21)	\$0.00
CD #9647 - Bank of Steinauer	\$5,242.83	\$13.15	(\$5,255.98)	\$0.00
CD 9702 - Bank of Steinauer	\$6,570.71	\$32.23	(\$6,602.94)	\$0.00
CD Subtotal	\$46,539.32	\$189.11	(\$46,414.20)	\$0.00
Edward Jones Flex Account	\$45,016.78	\$4,204.85	(\$316.37)	\$49,905.26
Edward Jones Flex Account - Big 10 ⁽⁴⁷⁵⁹⁾	\$2,500.00	\$0.00	\$0.00	\$2,500.00
Total - Edward Jones Flex Accounts	\$47,516.78	\$4,204.85	(\$316.37)	\$51,405.26
Total - CDs, Investments & Savings				\$58,922.10
Balance of Assets & Cash - Year to Date				\$85,516.32
Restricted Funds - Hospital		Receipts	Disbursements	Ending Balance
General	\$5,140.05	\$945.00	(\$1,650.00)	\$5,435.05
Veteran's Home - Norfolk	\$1,020.39	\$120.00	(\$300.00)	\$840.39
Veteran's Home - Central Nebraska	\$473.72	\$167.50	(\$220.00)	\$421.22
Veteran's Home - Western Nebraska	\$641.99	\$130.00	(\$340.00)	\$431.99
Veteran's Home - Eastern Nebraska	\$739.09	\$245.00	(\$500.00)	\$484.09
Regional Center - Norfolk	\$356.23	\$0.00	\$0.00	\$356.23
Veteran's Hospital - Grand Island	\$1,586.46	\$367.50	(\$400.00)	\$1,553.96
Veteran's Hospital - Omaha	\$794.94	\$200.00	(\$500.00)	\$494.94
Veteran's Hospital - Hot Springs	\$504.55	\$20.00	\$0.00	\$524.55
Veteran's Hospital - Cheyenne	\$625.00	\$20.00	\$0.00	\$645.00
Balance of Hospital accounts	\$12,894.42	\$2,215.00	(\$3,910.00)	\$11,199.42

Department Treasurer
Amelia Bellows

E. DEPARTMENT COUNCIL OF ADMINISTRATION		Approved Budget 2019-2020	Actual Expenses 2019-2020	Balance of Budget 2019-2020
E-1 Chief of Staff	@ \$50.00	\$150.00	(\$50.00)	\$100.00
E-2 Dept Convention & Council Meetings	@ \$50.00	\$2,250.00	(\$650.00)	\$1,600.00
Sr. Vice, Jr. Vice, Chaplain; Conductress; Guard; District Presidents	@ \$40.00	\$200.00	(\$40.00)	\$160.00
E-3 Department Convention & Council Meetings	@ \$40.00			
Past National President (1); Jr. Past Department Pres (4)				
E-4 National Convention				
Immediate Past President, Sr. Vice President - \$350.00 (each)				
Jr. Vice President - \$300.00; Chaplain - \$225.00		\$1,525.00	\$0.00	\$1,525.00
Conductress & Guard (\$150 each)				
E-5 Big Ten Conference - Sr. & Jr. Vice	(\$200 each)	\$850.00	(\$625.00)	\$225.00
Chaplain, Conductress & Guard	(\$150 each)			
SCHOOL OF INSTRUCTION				
E-6 Mileage for District Presidents	@ .25 c per mile	\$900.00	(\$529.80)	\$370.20
E-7 Program Chairmen, Officers	@ \$45.00	\$630.00	(\$540.00)	\$90.00
E-8		\$0.00		\$0.00
TOTAL DEPARTMENT COUNCIL OF ADMINISTRATION				
		\$6,505.00	(\$2,434.80)	\$4,070.20
F. DISTRICT PRESIDENTS				
		Approved Budget 2019-2020	Actual Expenses 2019-2020	Balance of Budget 2019-2020
Travel for Inspection of Auxiliaries, District School of Instruction & Spring Convention	@ .25¢ per mile	\$2,500.00	(\$1,581.65)	\$818.15
G. DEPARTMENT APPOINTIVE OFFICERS & CHAIRPERSONS				
General Sessions: Fall Conference, Mid-Year Conference & Convention				
G-1 Historian, Color Bearers (4)	@ \$40.00	\$840.00	(\$160.00)	\$680.00
Flag Bearer, Banner Bearer, Parliamentarian	@ \$45.00	\$945.00	(\$275.00)	\$720.00
G-2 Chairman	@ \$40.00	\$120.00	(\$40.00)	\$80.00
Americanism/Patriotic Instructor, Legislative, Editor, Hospital;		\$240.00	(\$80.00)	\$160.00
G-3 Ass't Treasurer, Budget Chairperson	@ \$40.00	\$240.00	(\$80.00)	\$160.00
G-4 Ass't Conductress, Ass't Guard	@ \$40.00	\$240.00	(\$80.00)	\$160.00
G-5 Ass't Veterans & Family Support Programs (2)	@ \$40.00	\$180.00	\$0.00	\$180.00
G-11 Budget	(4x \$45.00 x 1 meeting)	\$495.00	(\$120.00)	\$375.00
G-12 Audit	(Chairman x \$45.00 x 3 mtgs & 3 members x \$40.00 x 3 mtgs)			

TOTAL APPOINTED OFFICERS & CHAIRPERSONS		Approved Budget 2019-2020	Actual Expenses 2019-2020	Balance of Budget 2019-2020
PROGRAM EXPENSES:				
G-13		\$630.00		\$630.00
G-14	Membership 100%	\$150.00	\$0.00	\$150.00
G-15	Postage - Young Patriotic Art to Natl	\$50.00	\$0.00	\$50.00
G-16	Historian, Scrapbook	\$200.00	\$0.00	\$200.00
H. JOINT AWARDS WITH VFW:				
H-1	Buddy Poppy	\$75.00	(\$75.00)	\$0.00
H-2	Community Service	\$30.00	(\$30.00)	\$0.00
H-3	Voice of Democracy	\$500.00	(\$500.00)	\$0.00
H-4	Patriot's Pen Competition	\$500.00	(\$500.00)	\$0.00
J. AWARDS BY VFW AUXILIARY:				
J-1	Young American Creative Patriotic Art- 1st place, \$125; 2nd place \$100.00; 3rd place \$50.00	\$275.00	\$0.00	\$275.00
J-2	Americanism/Patriotic Instructor, Legislative, Editor, Hospital; Membership/Recruitment; Veterans & Family Support program; Dept. Scholarship; National Scholarship; Youth Activities; Buddy Poppy/National Home; Historian/Media Relations @ \$30.00	\$270.00	\$0.00	\$270.00
TOTAL PROMOTION OF PROGRAMS				
		\$2,050.00	(\$1,105.00)	\$945.00
EXPENSES (Continued)				
K. OTHER DEPARTMENT EXPENSES				
K-1	Property Insurance	\$127.00	(\$122.00)	\$5.00
K-2	Big Ten Conference Dues	\$200.00	(\$200.00)	\$0.00
K-3	National President's Love Gift at National Convention	\$25.00	\$0.00	\$25.00
K-4	Senior Vice President Starting President Year	\$100.00	(\$100.00)	\$0.00
K-5	Chaplain Memorials, Get Well, etc (See Dept Standing Rules)	\$25.00	\$0.00	\$25.00
K-6	Nebraska Night at National Convention	\$200.00	(\$200.00)	\$0.00
K-7	National President's Visit	\$300.00	(\$300.00)	\$0.00
K-8	National Representatives Love Gifts (excluding Dept Convention)	\$50.00	(\$25.00)	\$25.00
K-9	Big 10 Membership Sht	\$0.00	\$0.00	\$0.00
K-10		\$1,077.00	(\$947.00)	\$130.00
TOTAL OTHER DEPARTMENT EXPENSES				
		Approved Budget 2019-2020	Actual Expenses 2019-2020	Balance of Budget 2019-2020
L-1		\$0.00		
L-2		\$0.00		
M. Contingent Expenses				
		\$5.52	\$0.00	\$5.52
Total Department Budget		\$44,863.52	(\$20,005.20)	\$24,858.32

Standing Rules for Department of Nebraska
VFW Auxiliary

Adopted January 28, 2006
Amended June 21, 2008
Amended June 3, 2010
Amended January 29, 2011
Amended June 12, 2011

Amended October 12, 2013
Amended June 7, 2015
Amended June 10, 2016
Amended February 8, 2020

- 1 (a) The Department Council of Administration shall meet in regular session at least three (3) times each Department fiscal year. The time and place of such meetings shall be at the direction of the Department President unless otherwise specified by the Council of Administration. In addition to Council members, all members in good standing shall be admitted to meetings of the Council of Administration. Members admitted thusly, shall not be permitted to address the meeting unless by permission of the presiding officer.
- (b) Mileage to and from Council of Administration meetings and lodging for the Department President, Department Secretary, Department Treasurer and Department Chief of Staff shall be paid from Department funds only upon receipt of a voucher signed by the Department President.
- (c) The Department President, Department Chief of Staff, Department Secretary and Department Treasurer shall hold at least one (1) School of Instruction for District Presidents, at the direction of the Department President. Transportation for the School of Instruction shall be paid from Department funds for the Department President, Department Chief of Staff, Department Secretary, Department Treasurer, and District Presidents. A stipend of \$45 will be given to each Chairman attending the School of Instruction. All stipends and transportation paid only upon receipt of voucher signed by Department President.
- (d) The mileage of District Presidents to and from the District School of Instruction and District Convention, and to and from their VFW Auxiliary inspections, shall be paid from Department funds only upon receipt of a voucher signed by the Department President.
- 2 (a) Mileage not to exceed twenty-five cents (\$.25) per mile traveled shall be authorized for travel by private conveyance. Mileage will be paid from the individual's home VFW Auxiliary or their residence, whichever is closer. Individuals traveling in private conveyances on which reimbursement for mileage is claimed by any other individual traveling in the same conveyance shall not be authorized reimbursement for mileage
- (b) Only the exact rental for the individual concerned will be reimbursed for a hotel/motel room ~~Reimbursement for~~ expense to be made only upon receipt of itemized statement from the hotel attached to a voucher signed by the Department President.
- 3 Only official travel authorized by the Department President will be subject to reimbursement to cover expenses incidental thereto.
- 4 A Department Representative shall be sent to only two (2) meetings of each District a year, namely a School of Instruction and District Convention Department Elective Officers,

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Department Secretary, Department Chief of Staff, and Past Department Presidents are eligible as Representative at District meetings. Round trip mileage shall be paid subject to the same amount and provisions of item 2 (a). Hotel-motel rental for the individual concerned to be paid for one (1) night only if the meeting is 200 miles or more from that individual's residence or home VFW Auxiliary, whichever is closer or two (2) nights if the meeting is 350 miles or more from the individual's residence or home VFW Auxiliary, whichever is closer.

- 5 Any Department Elective or Appointive Officer, Past Department President, Department Chairman or Hospital Representative, or District President eligible for payment by answering roll call at a Council of Administration or general business meeting shall be paid for only one (1) office, that being the largest amount allowable. This shall apply to any holding offices pro tem.
- 6 All line officers entitled to a stipend for National Convention and Big Ten Conference, or in the case of the President for National President's Homecoming, National Mid-Year Conference and the Celebrate American Freedom event or the Voice of Democracy event in Washington, DC, will complete a voucher and the Department Treasurer will issue a check prior to the meeting. All receipts for expenses shall be returned to the Department Treasurer within ten (10) days of the completion of the meeting. In the event that an officer is unable to attend after being issued a stipend or when expenses are not as much as the stipend issued those funds shall be returned to the Department Treasurer within ten (10) days. It is the responsibility of the Department of Nebraska to pay for hotel rooms not cancelled before the hotel's required deadline. It is the responsibility of the individual officer to request that any prepaid registration be refunded, if applicable, if the officer can't attend. Those funds must then be returned to the Department Treasurer. Any budgeted stipend or monies will not be disbursed to an officer if a previous stipend was disbursed and not used for its intended purpose; has not been repaid; or until all receipts for previous stipends are turned in.
- 7 A Department money-making project must be approved by either a vote of the delegates at the State Convention or by a vote of the Council Members at a Council of Administration meeting. When applicable, two (2), but preferably three (3) written bids from the possible suppliers for the project shall be submitted to the Council for consideration. A vote by the Council will determine the supplier.
- 8 (a) All monies donated by VFW Auxiliaries throughout the Department for hospital work shall be sent to the Department Treasurer. Money earmarked for a specific hospital shall be disbursed when requested by the respective hospital representative.
- (b) The general hospital fund shall be expended for \$150 gift to a medical facility of the Department President's choice at the time of Fall Conference, Mid-Winter Conference, and Department Convention. Other expenditures from the general hospital fund will be determined by the Council of Administration budget.
- (c) Each VAVS Representative and each VAVS Deputy Representative will receive one (1) yearly stipend, determined by the Council of Administration budget, to be paid mid-year.
- 9 (a) In case of death of Department Elective or Appointive Officer, Past Department

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RESTRICTED FUNDS	Approved Budget 2019-2020	Actual Income 2019-2020	Balance of Budget 2019-2020
CONVENTION			
Income - Delegate fees (434)	\$1,300.00		\$1,300.00
A. Expenses			
N-1 Credential Committee (Chairperson - \$55.00, 2 members x \$45.00)	\$145.00	\$0.00	\$145.00
N-2 Delegate cards & Minutes (printing & mailing)	\$340.00	\$0.00	\$340.00
N-3 Papes (ribbons, badges, love gifts, etc.)	\$80.00	\$0.00	\$80.00
N-4 National representative (love gift)	\$25.00	\$0.00	\$25.00
N-5 Department President - Year End Donation	\$400.00	\$0.00	\$400.00
N-6 Gold Star/Membership Luncheon - Membership	\$150.00	\$0.00	\$150.00
N-7 Gold Star/Membership Luncheon - Gold Star	\$150.00	\$0.00	\$150.00
TOTAL EXPENSES	\$1,300.00	\$0.00	\$1,300.00
P. VETERAN'S FACILITIES			
General Hospital Budget			
1. donations from Auxiliaries for General Fund	\$2,200.00	\$2,215.00	
2. Department Donation to General Fund	\$4,000.00	\$0.00	
TOTAL INCOME	\$6,200.00	\$2,215.00	
P. Expenses - 84-annual allowances (Samount x 2)			
NOTE: VAVS and/or Deputy VAVS Limited to one facility stipend			
P-1 VAMC - Omaha, Grand Island, Cheyenne, Hot Springs (For Veterans Use)	\$1,000.00	\$0.00	\$1,000.00
P-2 NVH - Central NE (for Veterans Use)	\$500.00	\$0.00	\$500.00
P-3 NVH - Norfolk, Western NE, Eastern NE (for Veterans Use)	\$1,200.00	\$0.00	\$1,200.00
P-5 VAVS for VAVICs - Omaha, Grand Island, Cheyenne, Hot Springs (for VAVS expenses)	\$240.00	\$0.00	\$240.00
P-8 VAVS for NVH - Grand Island, Norfolk, Eastern NE, Western NE (for VAVS Expenses)	\$240.00	\$0.00	\$240.00
P-8 Deputy VAVS for VAMCs - Omaha (1), Grand Island (1), Hot Springs (4), Cheyenne (4) (for Deputy VAVS expenses)	\$120.00	\$0.00	\$120.00
P-9 Deputy VAVS for NVH - Norfolk (4), Grand Island (1), Eastern NE (1), Western NE (4) (For Deputy VAVS expenses)	\$120.00	\$0.00	\$120.00
P-10 Love Gift (Fall Conference, Mid-Year, Convention)	\$120.00	\$0.00	\$120.00
P-11 Department Holiday parties/Gifts	\$450.00	(\$150.00)	\$300.00
P-12 Department Hospital Chairperson Official visits, postage, telephone, lodging	\$1,500.00	(\$1,500.00)	\$0.00
TOTAL EXPENSES	\$6,200.00	(\$1,650.00)	\$4,550.00

VFW Auxiliary - Department of Nebraska
AUDIT

Audit for the Period: 8/30/2019 To 1/31/2020
Roll Forward - by fund - per books Roll Forward - by fund - (Continued)

GENERAL FUND	Restricted Funds	HOSPITAL FUND	
Balance Last Audit	\$928.20	Balance Last Audit	\$13,004.42
Receipts (+)	\$34,221.93	General Hospital - receipts (+)	\$945.00
Disbursements (-)	(\$28,094.94)	General Hospital - Disbursements (-)	(\$1,650.00)
Balance This Audit	\$6,955.19	Designated Funds - receipts (+)	\$1,150.00
Balance Last Audit	(\$1,218.00)	Designated Funds - Disbursements (-)	(\$2,250.00)
Receipts (+)	\$6,853.00	Balance this Audit	\$11,183.42
Disbursements (-)	(\$5,147.00)	Total of Funds	\$26,594.22
Balance This Audit	\$1,488.00		
Pass Through Funds			
	CANCER	CASH & INVESTMENTS on-hand	
Balance Last Audit	\$73.00	CHECKING ACCOUNT	
Receipts (+)	\$383.00	Balance per Bank Statement	\$26,104.75
Disbursements (-)	\$0.00	Deposit in Transit (attach list)	\$4,272.75
Balance This Audit	\$456.00	Outstanding checks (attach list)	(\$3,783.28)
PRESIDENT'S SPECIAL PROJECT		Interest	\$0.00
Balance Last Audit	\$150.00	Bank Charges	\$0.00
Receipts (+)	\$3,589.60	Other Reconciling Items	\$0.00
Disbursements (-)	\$0.00	Balance This Audit	\$26,594.22
Balance This Audit	\$3,739.60		
SCHOLARSHIP		Savings Accounts	
Balance Last Audit	\$10.00	Savings Account #77149 - Balance Last Audit	\$1,002.73
Receipts (+)	\$1,940.00	receipts (+)	\$0.51
Disbursements (-)	\$0.00	Disbursements (-)	(\$1,003.24)
Balance This Audit	\$1,950.00	Balance this Audit	\$0.00
VETERANS & FAMILY SUPPORT			
Balance Last Audit	\$324.00	Savings Account #71712 - Balance Last Audit	\$2,515.56
Receipts (+)	\$512.01	receipts (+)	\$5,001.28
Disbursements (-)	\$0.00	Disbursements (-)	\$0.00
Balance This Audit	\$836.01	Balance this Audit	\$7,516.84
DEPARTMENT CONVENTION FUND			
Balance Last Audit	\$0.00		
Receipts (+)	\$0.00		
Disbursements (-)	\$0.00	Total of Savings Accounts	\$7,516.84
Balance This Audit	\$0.00		
INVESTMENTS - Edward Jones			
Balance Last Audit	\$46,539.32		
Receipts (+)	\$5,384.15		
Disbursements (-)	(\$488.21)		
Balance this Audit	\$51,405.26		
TOTAL CASH & INVESTMENTS		Total of Investments (Savings + CDs)	\$58,922.10
			\$85,516.32

We certify that we have audited the books for the period referenced above and have found them to be correct.

Bonnie M. Gault
Sharon L. Brown
Debra S. Gault
Paul Thompson - Chairman

President, District President, Department Chairmen, Past Department Commanders, VFW Department Elective and Appointive Officers, and their husbands or wives, ten dollars (\$10) shall be given as a memorial to the Department Scholarship fund once a month. Cards shall be sent for other close relatives of Department Elective and Appointive Officers, Past Department Presidents, District Presidents, Department Chairmen, Past Department Commanders, VFW Department Elective and Appointive Officers, District Commanders, and VFW Department Chairmen.

(b) In case of hospitalization or serious illness, a card shall be sent to Department Elective and Appointive Officers, Past Department Presidents, District Presidents, and Department Chairmen.

(c) Department Chaplain shall send a voucher for the monetary memorials, cost of cards, and stamps. The voucher, signed by the Department President, will be sent to the Department Treasurer for reimbursement.

10 If a VFW Auxiliary requires or requests the assistance of the Department, the Department President shall make a courtesy call to the District President to notify her that the Department will be assisting said VFW Auxiliary.

11 (a) District Convention elections shall be conducted in a similar manner to Department Convention elections, whereby there will be a credentials committee to function as described in National Bylaws Section 605A. Each District President shall appoint a Convention Credentials committee. The Department Secretary shall provide a form to be used by the committee.

(b) Immediately after each District Convention the District Secretary shall notify the Department Secretary of the names and addresses of all elective and appointive Officers as directed by National Bylaws Section 812G. The Department Secretary shall provide a form to be used by the District Secretary.

12 It shall be the duty of the Auditing committee to audit the books and records of the Department Treasurer at each Council of Administration meeting.

13 The Scholarship committee shall consist of a chairman and two (2) members. As long as a member of the Darrell Thibault and Kenny Bellows families are active members of the VFW Auxiliary and are able to participate, one from each family shall constitute the two (2) members of the scholarship committee. The Chairman shall be appointed each year by the Department President.

14 All Department Officers, Department Chairmen, Past Department Presidents, District Presidents and each VFW Auxiliary shall receive copies of the monthly newsletter, and minutes of the Department Convention and Department Council of Administration meetings, which shall be prepared and distributed by the Department Secretary not later than three (3) weeks following the meetings.

15 (a) ~~The Department Treasurer shall be responsible for sending the Department Membership Chairman a copy of each membership report that she submits to the National Treasurer.~~

(b) ~~The Department Treasurer shall also furnish the Department Hospital and Scholarship Chairmen with monthly reports. She shall provide a monthly report on the President's Special Fund.~~

The Department Treasurer shall send pass-through funds, donated by Auxiliaries (i.e.: Health & Happiness, MAPS, etc.) to National.

16 The Department Senior Vice President will be allowed to make the appointments for her year beginning on July 1 of her year as Senior Vice President.

17 Any Department Officer, Department Chairman, Past Department President, District President, who is a program chairman or has been appointed by the Department must submit a voucher with all receipts for expenses. If submitting a voucher requesting funds in advance, receipts and any funds not used shall be returned to the Department Treasurer at the close of that program.