

THE AMERICAN LEGION DEPARTMENT OF TEXAS
DISASTER RELIEF PROGRAM PROCEDURES

22nd DISTRICT

INDIVIDUAL GRANTS

When a natural disaster occurs within the 22ND District, the District Disaster Relief Committee will entertain nominations from Legion members. The grant will be \$500.00 per household, per event. Grants will not need to be approved by the District Executive Committee due to expedience.

The procedure will be as follows:

- District Commander will appoint a chairman (Disaster Preparedness Chair) and 3 members (one of which will be the District Finance Officer) to the committee. Three of the four members must concur to the distribution of funds for it to occur. One of these should serve as the NEF coordinator.
- Applications will be sent out on request.
- When completed application is received by the Chairman the back-up and application will be disbursed to the committee members.
- Committee members are requested to approve or disapprove in a timely manner.
- The committee will discuss and make recommendations.
- If approved the District Finance Officer will be notified to cut a check.
- Chairman will notify the applicant and disburse the check if approved.

OUT OF AREA GRANTS

When natural disasters occur outside of the 22nd District's area, emergency supplies may be purchased and delivered to a selected and contacted American Legion Post for distribution in their prospective areas. The amount of supplies depends on the donations received and at the discretion of the District Commander and Disaster Relief Committee.