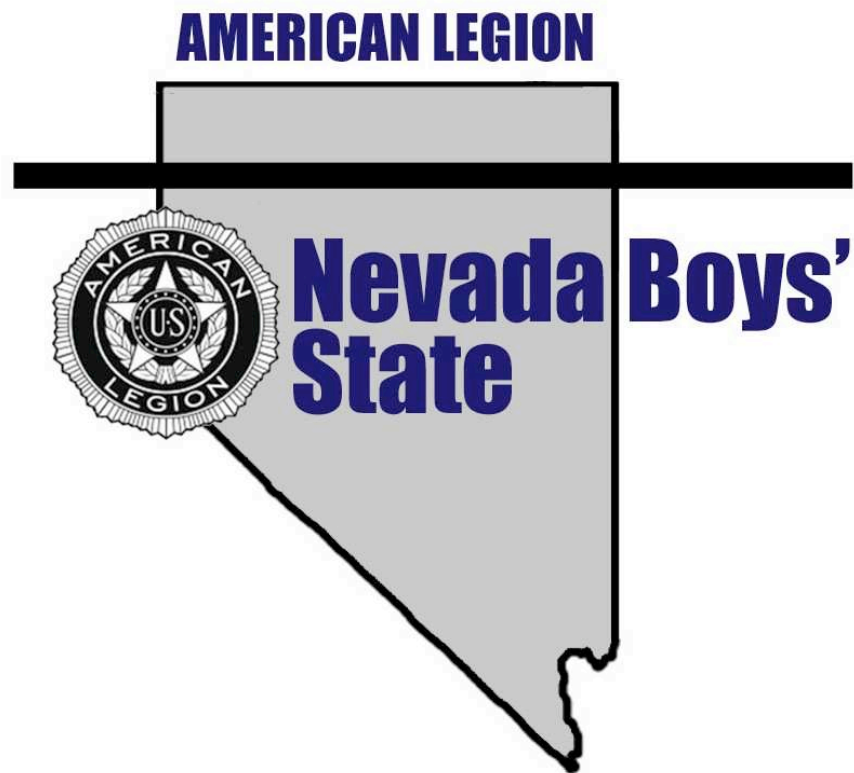


# American Legion

## Department of Nevada



# Nevada Boys' State

## Post Guide

*Updated and Revised - November 25th, 2008*

**NEVADA'S PREMIER CIVIC LEADERSHIP CONFERENCE**

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**AMERICAN LEGION**



September 29, 2008

Dear Post Commander and/or Post Nevada Boys' State Contact:

On behalf of the Nevada Boys' State Directors, I would like to thank you for your hard work and support of Nevada Boys' State. As you know the program would not be the positive and rewarding experience that it is without your support and support of your post.

Although I have been with Nevada Boys' State for over a decade, in short tenure as Executive Director I have come to learn the Nevada Boys' State program does not provide adequate and consistent communication to the Posts about the Nevada Boys' State program. In order to overcome this shortcoming, we have developed the enclosed packet that provides all the information a Department of Nevada Post needs to be a successful part of the Nevada Boys' State program.

It goes without saying that your involvement with the program is essential to the program's success. The enclosed packet provides key information on the Nevada Boys' State Admissions process and the Nevada Boys State Post Sponsorship Process. The packet also includes key contact information should you have any questions about the program.

Thank you for your continued support.

Sincerely,

A handwritten signature in blue ink, appearing to read "Craig Huntington".

Craig Huntington  
Executive Director,  
Nevada Boys' State

Cc: American Legion of Nevada District Commanders  
American Legion of Nevada Department Officers  
American Legion of Nevada

## **Contacting the Nevada Boys' State Leadership Team**

The Nevada Boys' State Leadership team is composed of past program graduates that are committed to ensure the programs future success. These volunteers committed 2,000 hours of their time each year to create the Nevada Boys State experience—an experience that is often said to be Nevada's premier civic leadership conference.

Should you have questions or comments about a particularly aspect of the program, we strongly encourage you to contact the respective

*If you have questions about the program, speaker requests, would information and the schedule, contact:*

Ryan Hamilton, Program Director  
Ryan.Hamilton@gmail.com  
(702) 326-0682

*If you have questions about finances, fundraisings or your Post Invoice, contact:*

Julian Phillips, Fundraising Director  
Julian.Phillips@gmail.com  
(602) 621-0721

*If you have questions about delegate admissions, contacting high schools in your region, or delegate recruitment, contact:*

Tait Ecklund, Admissions Director  
Tait.Ecklund@NevadaBoysState.org  
(702) 425-0552

*If you have general questions about the program or wish to speak with the Executive Director, contact:*

Craig Huntington, Executive Director  
Craig.Huntington@NevadaBoysState.org  
(702) 374-9374

*We also have a comprehensive website that includes detailed information about every aspect of the program. You can visit the Nevada Boys' State website at:*

**[www.NevadaBoysState.org](http://www.NevadaBoysState.org)**

# Nevada Boys' Needs Your Contact Information

To ensure you receive the necessary information about the upcoming Nevada Boys' State program, please complete the following form and mail to:

Nevada Boys State  
P.O. Box 137  
Reno, Nevada 89501

----- Cut Here -----

Post Name and Number: \_\_\_\_\_

Post Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

### Nevada Boys' State Post Contact

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

*Is email read at least once a week? [ ] Yes [ ] No*

Additional Post Officers/Members to include in Boys' State electronic distributions:

Name	Email Address

# Understanding Post Sponsorships

For the 2009 Session of Nevada Boys' State the total cost of a delegate will be approximately \$450 dollars. A Delegate Sponsorship for an American Legion Member or a Department or Nevada Post will cost \$200.00.

<i>Cost Per Delegate</i>		<i>Sponsorship Per Delegate</i>	
Transportation	\$50.00	Department Contribution	\$75.00
Housing	\$150.00	NBS Staff Fundraising	\$75.00
Food	\$150.00	Delegate Supply Fee	\$50.00
Insurance, supplies & misc. costs	<u>\$50.00</u>	Post Sponsorship	<u>\$200.00</u>
<b>Total Cost</b>	<b>\$400.00</b>	<b>Total Sponsorship</b>	<b>\$400.00</b>

Each year the Nevada Boys State Finance Director will send the post (a) an Invoice and (b) Monthly Statements. (Both of these documents are described in more detail on the following page.) In January the Invoice will be sent for the total number of delegates that the Post wishes to sponsor. **It is important that the Post notify the Finance Director prior to December 15<sup>th</sup> of the total number of delegates they wish to sponsor, so that an accurate invoice can be generated and mailed in January.**

The following information should be sent to the Nevada Boys' State Finance Director via one of the following methods:

<p><b>Mailed to:</b> Nevada Boys' State Attn: Julian Phillips P.O. Box 137 Reno, Nevada 89501</p>	<p>-OR- Finance@NevadaBoysState.org</p>	<p><b>Emailed to:</b> Finance@NevadaBoysState.org</p> <p style="text-align: right;"><b>Faxed to:</b> TBD</p>
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----- Cut Here -----

**Post Name and Number:** \_\_\_\_\_ **District:** \_\_\_\_\_

Form Completed By: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Our Post wishes to sponsor \_\_\_\_\_ delegates at a cost of \$200.00 each for the 2009 Session of Nevada Boys State.

- We are excited to say this is an increase of \_\_\_\_\_ delegates over the previous year.
- Unfortunately we are unable to sponsor additional future leaders at this time.
- We are saddened to say this is a decrease of \_\_\_\_\_ delegates over the previous year.

Our Post wishes to pay the delegate supply fee of \$50.00 for the sponsored delegates  Yes  No.

The motion for the above sponsorships was approved and passed on \_\_\_\_\_.

Each year the Nevada Boys State Finance Director will send the post (a) an Invoice and (b) Monthly Statements. In January the invoice will be sent for the total number of delegates that the Post wishes to sponsor. **It is important that the Post notify the Finance Director prior to December 15<sup>th</sup> of the total number of delegates they wish to sponsor, so that an accurate invoice can be generated and mailed in January.**

Below is an example invoice for seven delegates. Each post will receive an invoice in the first or second week of January that outlines to the total number of delegates the post wishes to sponsor for the upcoming session of Nevada Boys' State. (As a note any credits will **NOT** be reflected on the Invoice; credits are only reflected on statements, which provide an overview of the Posts Boys' State Account relationship.)

\*It is also import to note because of the great success of the 2008 program, all previous credits and post sponsorships were used to sponsor 2008 delegates. No posts have credits from the 2008 Session of NBS.

Payments should be sent to

If you have questions

Nevada American Legion Boys' State

American Legion Nevada Boys' State  
 PO Box 137  
 Reno, NV 89501  
 (602)621-0721  
 finance@nevadaboysstate.org

Invoice

DATE	INVOICE #
01/07/2008	1425
TERMS	DUE DATE
Due on receipt	01/07/2008

**BILL TO**

Post Commander  
 Reed-Gregory Post 7  
 1916 View Dr.  
 Elko, NV 89801 USA

AMOUNT DUE	ENCLOSED
\$1,400.00	

Please detach top portion and return with your payment.

Activity	Quantity	Rate	Amount
• 2008 NBS Sponsorships	7	200.00	1,400.00
TOTAL			\$1,400.00

American Legion Nevada Boys' State would like to thank you for choosing to partner with us in our efforts to inspire Nevada's youth to improve their communities and the great state of Nevada.

Total delegates sponsored and cost

Invoice Total

If the post receives an incorrect invoice, they must immediately notify the Finance Director. The program budget directly correlates to the post invoices, so an incorrect Invoice can easily lead to a deficit in the program finances.

***It is the Nevada Boys' State hope that all invoices can be paid by March 15.***

Following the original invoice, the Nevada Boys' State Finance Director will also send monthly statements to each post. An example of the monthly statement is found below.

### Nevada American Legion Boys' State

American Legion Nevada Boys' State  
 PO Box 137  
 Reno, NV 89501  
 (602) 621-0721  
 finance@nevadaboysstate.org

#### Statement

DATE	STATEMENT #
04/17/2007	1574

TO
American Legion Lockhart Post 14 325 Searchlight Dr. Las Vegas, NV 89110 USA

AMOUNT DUE	ENCLOSED
\$0.00	

Please detach top portion and return with your payment.

Date	Activity	Amount	BALANCE
03/16/2007	Balance forward		0.00
04/17/2007	Invoice #1232 --- = \$200.00	200.00	200.00
04/17/2007	Payment #134	-200.00	0.00

CURRENT DUE	1-30 DAYS PAST DUE	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE	90+ DAYS PAST DUE	AMOUNT DUE
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

← Previous Session Credits

← Payment for Current Session

The monthly statement provides an overview of the Nevada Boys' State Post Account. It includes the original invoice (as a positive number), which reflects the amount owed for the upcoming session's sponsorships. In the example above the post has chosen to sponsor one delegate for \$200.00. The statement also includes all payments in the form of negative numbers or credits that the Nevada Boys' State program has received. In the example above you can see a payment for -200.00. It is also important to recognize any balance from the previous Boys' State session will appear on the first line of the Invoice as the Balance Forward.

Please note payments received after the 20<sup>th</sup> of each month will no be reflected in the following months invoice. Thus if you post sends in a payment on the 20<sup>th</sup> of the month, the payment will not be reflected in the invoice that is received that is received the following month.



# Understanding Delegate Admissions

Over the last two years nearly 90% of the Boys' State programs across the nation have experienced a decrease in delegate attendance. This dramatic statistic has led the American Legion National office to ask, "What Would Happen if No One Attend?" Bucking the national trend, attendance at Nevada Boys' State has risen 50% over the past two years. At Nevada Boys' State we are committed to maintain a strong program and increase the program size proportional to the state growth to ensure the youth of Nevada is educated and qualified to meet the challenges of the future.

At Nevada Boys' State we have developed a sophisticated delegate admissions and recruitment system that has allowed us achieve year over year growth. For this system to work the staff volunteers countless hours to work with the high school teachers, counselors, principals, and students.

**Application:** The application is found online at [www.NevadaBoysState.org](http://www.NevadaBoysState.org). It is a digital application that allows delegates anywhere in the state to submit an application to the program. The application deadline is March 31.

**Rolling Admissions:** Nevada Boys' State uses a rolling admissions process. Under this system, most delegates are accepted to the program within 4-6 weeks of their application submission assuming they meet the program requirements. This has dramatically increased Boys' State attendance and the quality of delegates because it allows delegates to commit to the program earlier in the year. In the past, all delegates were notified of their acceptance after the final application deadline. Unfortunately, at this point many exemplary delegates had made plans to attend other programs/camps. We implemented the rolling admission process for the 2007 session of Nevada Boys' State, and we feel the results attest to the value of the new process.

**Legion Interviews:** Because the majority of Legion Posts are unable to conduct interviews of the full applicant field, we have developed an admission process that does not require a Legion Interview. The Nevada Boys' State staff works with the high school counselors and principals to let them know the types of delegates we are looking for. By the time a student in high school is ready to attend Nevada Boys' State, their counselor has known them for three years, meaning that the counselor is an ideal person to pass judgment as to the quality of individuals selected for Boys' State. Ideally, though, every Post would still interview every delegate. If your Post wishes to interview prospective delegates please let the staff at Nevada Boys' State know and we will coordinate a time for an interview.

**Post Involvement in the Process:** The Nevada Boys' State staff seeks your assistance in delegate recruitment and admissions. With that being said, **it is incredibly important that you understand the process if you wish to assist.** It is imperative that you let the Boys' State staff know that you wish to contact a high school, and please let us know what you wish to contact them about. While such a request may sound unfriendly, we feel it is for the programs' best interest. As stated above, the Nevada Boys' State staff spends countless hours working with high schools, and we have specific contacts at every high school who we work with. On countless occasions in the past Nevada Boys' State staff and Legion Post members have spoken with different counselors at the same high school and have provided contradictory information. This creates confusion and as a direct result we have lost numerous delegates from attending our program. We will gladly give you the contact information that we have at a given high school if you ask us.

# Suggested Material To Cover In Monthly Post Meeting

Nevada Boys' State strongly encourages each Post to cover the following topics in each of their Monthly Post meetings. The Post leadership should determine which items should be covered at the Post Leadership Meetings or at the General Membership Meetings.

## October

- Announce 2009 Program dates: June 14 to June 20, 2009
- Discuss the number of suggested high school sponsorships
  - It is important to remember that during the 2008 session of Nevada Boys State, 144 delegates attend the program. The Posts in the Department of Nevada were unable to sponsor all of the delegates.
  - It is projected that nearly 280 delegates will apply for the 2009 session of Nevada Boys' State. If ample sponsorships are not raised, qualified delegates may not be able to attend the program.

## November

- Discuss the number of delegates the Post wishes to sponsor
  - Each Post Sponsorship will foster the ideals and values of the American Legion in a future leader.
  - Each Post Sponsorship leads to one more delegate that can attend the program.
  - Each Post Sponsorship costs \$200
- Approve upcoming program sponsorships
  - Approve motion to sponsor delegates
  - Inform District Commander and NBS Finance Director Julian Phillips of the approved motions
  - All payments should be mailed to the Nevada Boys' State P.O. Box.

## December/January

- Decide if the post would like to play an active roll in selecting delegates from their region who attend Nevada Boys' State
  - The Nevada Boys' State strong encourages this involvement.
  - PLEASE NOTE: All posts that wish to play an active roll in the selection process must nominate ONE Nevada Boys' State Program Liaison.
    - Program Liaison must have access to a computer and check email daily to ensure applications are being properly reviewed.
- Program Liaison

## February

- Review Post Engagement Form and determine if the Post or Members of the Post would like to play a more active role in the upcoming session of Nevada Boys' State
- Encourage Post members to pass along information about the program application to friends and family members.
  - The application is online at [www.NevadaBoysState.org](http://www.NevadaBoysState.org).
  - The application is due March 31st

**March**

- Encourage Post members to pass along information about the program application to friends and family members.
- Remind Post members that the application deadline is March 31st

**April**

- Prepare for program and logistical responsibilities that your Post assists with: Delegate transportation, delegate transportation meals, Flag retirement ceremony, etc. (We greatly appreciate your help and leadership on these items.)
- Answer any outstanding questions about the program.

**May**

- Prepare for the program and logistical responsibilities that your Post assists with: Delegate transportation, delegate transportation meals, Flag retirement ceremony, etc. (We greatly appreciate your help and leadership on these items.)
- Answer any outstanding questions about the program.

## Select Sponsor Letters

The following three letters are from the 2008 Nevada Boys' State delegation. They truly illustrate the impact of the program and the importance of the American Legion mission.

*Dear Legionnaires,*

*Thank you for giving me what I am sure will be one of the greatest experiences of my life. I walked onto the bus with five other wary members of my school, and I will walk off that bus with more than five times that number of friends. I walked onto that bus being more concerned with the NBA Finals than Nevada Politics, and I will walk off the bus preferring a debate to any sporting event. Most importantly however, I know that I will be walking off that bus with a renewed sense of dignity, determination, respect, individuality, and camaraderie. Knowing these essential elements of life will undoubtedly make mine much easier and enjoyable. Of course, this would have been impossible without your support.*

*You have funded an event that has changed my life forever. Although my views have not changed drastically, I do know why many people who hold different opinions than me think the way they do. One part of Boys' State which opened my eyes was the group of outstanding guest speakers and counselors, many of whom have gone to Nevada Boy's State before or have been affiliated with it. It is obvious that NBS had an impact on them, since they have succeeded in getting the jobs they have now. I can only hope that NBS will leave an impact on me that is as long lasting as the impacts that influenced this fine group of gentlemen. Just knowing that they once sat where we are sitting now is enormously intriguing to me. It shows me that I am more than capable of doing whatever I want to do. Boys' State has brought to the surface of my mind many problems both Nevada and the rest of the US has been having. No longer oblivious to these dilemmas, I am equipped with so many new tools that I will be unstoppable in doing whatever I can do to help Nevada, or even another state in the Union. I was shocked to learn that our huge lead in being the greatest country is rapidly dwindling. Nations like China and India are closer than ever to surpassing us in many areas.*

*More than anything else, NBS has taught me that everybody will always have different opinions of America and her politics. NBS has taught me to work with these people effectively and to achieve a common goal. It has taught me that it is very beneficial to take risks. I believe you took a great risk by providing the money for me to come to Boy's State. I could have done nothing but watched, and thus taken nothing away for the experience. Fortunately, that is not the case. I am a better person for attending this leadership experience. I will always have an insurmountable sense of gratitude for you and the rest of the American Legion. Thank you.*

*Sincerely,  
Hank Lobkowicz  
Boulder City, Nevada*

Dear Legionnaires,

*Let me extend my fullest appreciation and gratitude to you for your sponsorship me at the 2008 Nevada Boys' State conferece. This event was made possible by you, and it has quite literally been a life changing experience. The program of Boys' State has not even ended yet, and already I've taken so much experience and knowledge from it. The program has taught me to pursue leadership positions and to pursue my dreams. For the longest time, I was intimidated by failing, and therefore I never attempted to chase my dreams. Now, Boys' State has taught me that it's alright to fail as long as you keep trying and continue to believe in yourself and others that are there to help you. Without your sponsorship I would've never have been able to attend Boys' State, and I've had the time of my life. Over the course of this very long week, I've probably got about three to four hours of sleep a night, and it's been absolutely amazing. The typical day consisted of legislative processing of bills and amendments, guest speakers with first hand experience of the political process in Nevada, and inspirational speeches on confidence and teamwork.*

*From these daily activities, I've actually changed my view on state politics, and now, I even regularly consider looking into politics as a career. This program was made possible for me by you, and I'm truthfully not just saying that. I truly want to thank you for an absolutely life changing experience. What you've done for me is beyond mere words that can be fit onto paper. My whole outlook has been changed on the system and the way I think about the political system for not only the Nevada, but the United States, and the way it now relates to the rest of the world.*

*Throughout the course of the program I ran for many elected positions, ultimately attaining two. The first electoral office I ran for was head of the Federalist Party for our NBS city of Howard. The race was close, but I lost, and continued to believe that I could not only win the next position I ran for, but that I could also believe in myself for the sake of both my pride and dignity. The very next position I ran for was city-clerk, which was in fact second in command of the city, and the real worker under the figurehead of the Mayor. It was easily the most challenging undertaken I've ever overcome, and I was just so inspired to finally put in all of my effort and to show that there isn't just some long haired, unintelligent stereotype standing before highly educated Senators and numerous government officials. The next offices I ran for were both committee chair and secretary of the Environmental Committee. I unfortunately lost both of those elections, but quickly became the most outspoken individual for the Federalist party, amending and revising every last bill with the support of the often entire committee. My last election race was for a Senator to be sent forth from the city of Howard to represent our concerns and philosophical beliefs best. I won this position and am soon partaking in a mock Senatorial congregation in the Capitol city of Carson City.*

*There is no way that I can ever thank you enough for your generous contributions to the program, allowing me to become a better, more inspired, and a more knowledgeable and intellectually stimulated individual. I've never felt such a passion to better myself than here at Boys' State, and I am positive it has been one of the greatest influences in my life thus far. Without you though, none of this could have ever been possible. There is a saying that goes, "Ignorance is bliss," and I now believe this to be so wrong. Every person should strive to become more knowledgeable and intelligent. Through the enrichment of myself, I have become happier knowing that I can now partake in making a real difference and standing for what I believe in.*

*Thank you again for making this life changing process possible!*

*Sincerely,  
Louis M. Pombo  
Las Vegas, Nevada*

*Dear Nevada Boys' State Sponsors,*

*My name is Robert Perez and I would like to thank you for sponsoring my attendance at Nevada Boys' State 2008. This program has taught me many invaluable and lifelong lessons in integrity, responsibility, leadership, and most of all the importance of partaking in the unique democratic process that characterizes the United States of America. Without your donation I would have most likely not have attended Boys' State and missed out on being elected City Party Chairman and Supreme Court Justice. My experience at Boys' State will continue to inspire me to become the change I want in America. Trying to summarize my time here is a daunting task for one letter, so I will just write about the most influential lesson that I learned*

*As a Mexican-American I understand that stereotypes are a sign of ignorance and I do not subscribe to them. However, my conviction was tested when I saw a fellow Boys' State delegate who looked like a person who could have cared less what was happening. This seemingly apathetic delegate that I automatically categorized as an indifferent and listless person turned out to be one of the most involved, witty, supportive, and most contributing members. The lesson that I learned early on in the program was that maybe I don't follow through with my beliefs. I was taught that I still was in need of improvement and that my style of seeing people still wasn't perfected. My eyes were opened to a new way of sight, one without assumptions or categorizations. This might seem insignificant to you, but for me the "new eyes" I received will be paramount in my success as a future leader of America. Thank you for this priceless gift you have given me, and I greatly appreciate this opportunity you enable me to have which benefited me immensely.*

*Most sincerely,  
Robert Perez  
Sparks, Nevada  
2008 Nevada Boys' State Delegate*