



Department of Hawaii

**STANDARD OPERATING PROCEDURES
(SOP)**

FOR

NATIONAL HOME COMMITTEE

**DEPARTMENT OF HAWAII
VETERANS OF FOREIGN WARS
OF THE UNITED STATES**

Updated November 18, 2021

National Home Committee

PURPOSE

The State of Hawaii Veterans of Foreign Wars, National Home Committee is charged with the coordination and distribution of information concerning the VFW National Home for Children programs and our Hawaii House sponsorship.

SECTION 1

Control and Administration

The Committee Chairperson is the State Junior Vice Commander and is appointed by the State Commander.

The Chairperson may recommend committee members to the State Commander who may officially appoint them to the committee or appropriate subcommittee.

SOP REVIEW

The SOP will be reviewed to ensure the following:

1. Contact information is accurate and up to date.
2. The SOP will be updated to ensure compliance with the National Bylaws, and applicable directives and regulations.
3. The SOP with changes will be submitted to the State Adjutant no later than 45 days before the start of the Department Convention.
4. The Chair's required End of Year report will include all changes with justification for the change to the SOP.

After an initial approval by the State Commander, This SOP will be reviewed annually. The Senior Vice Commander will review the SOP before the Department Convention. The State Adjutant will present the SOP at the first COA after the Department Convention for approval. After approval the SOP will become immediately effective. During the year any changes to the SOP will given to the Department Adjutant for distribution to voted on at the next COA.

SECTION 2

Committee Guidelines

The Committee is responsible for the following:

1. Be knowledgeable with the National Home and its programs.
2. Review reports from the National Home and submits findings to the COA
3. Report to the Department on status of the Hawaii House at the National Home.
4. Report on the donations to the National Home from the Department.
5. State Junior Vice Commanders usually travel to the National Home Campus in May of the year, with the National Junior Vice Commander in Chief. This trip is optional, and is at the discretion of the Junior Vice Commander and budgetary constraints.

SECTION 3

National Home for Children

General program description overview.

If you have a member that wants to see if coming to the National Home will help resolve whatever you are going through, call them today at 800-313-4200.

Who the National Home helps.

The National Home's community is open to the families of active-duty military personnel, veterans and relatives of VFW and VFW Auxiliary members. The family can be one or both parents with one or more children.

Families may accomplish significant life goals by participating in our program. We offer:

- Case Management services to help families set up their plans and goals for the future.
- Educational, recreational, and enrichment opportunities.
- Community resources and counseling.
- Free housing and daycare.

How the National Home and its programs work.

Families are welcomed to our small-town community where they may live for up to 4 years. They work to identify what they need and want to accomplish, during which time they are provided:

Housing

A single family home in our community for up to four years with no cost.

Education

Tutoring, classes, secondary financial assistance and more to help accomplish goals.

Daycare

Licensed childcare while at work, school or for respite.

Basic Needs

Food, health care and clothing, if needed.

Recreation

Opportunities to help with becoming whole and healthy.

In accepting families to National Home programs, we ask only one thing of them: They must be committed to making changes in their lives. To remain at the National Home, they are expected to demonstrate consistent progress toward family goals. Together, in partnership with the whole family, we are dedicated to helping each family reach its full potential.

Military and Veteran Family Helpline

A free service open to everyone, that offers information creates connections and gives hope to struggling military and veteran families.

Call 800-313-4200 to speak with one of our experienced problem-solvers who care deeply about veterans and their families.

SECTION 4

Hawaii House

The Department of Hawaii; sponsors a duplex with Alaska. Hawaii has an agreement with the National Home for Children. The duplex was built in 2007. According to the agreement, the Department is responsible for an annual commitment of four thousand dollars (\$4,000.00) a year. This is used for expenses to maintain the house. As part of the All-State program, Posts make donations to sustain this commitment. The recommended minimum donation is one hundred dollars (\$100.00). Donations shall be made through the Department Adjutant and Quartermaster.

SECTION 5

National Home Life Membership

Life Member

Join the VFW National Home for Children family! Become a Life Member or an Associate Life Member and create a lasting bond between yourself and the mission of the National Home.

There are two types of membership:

- VFW and VFW Auxiliary members and organizations, including Post or Auxiliaries are eligible to become Life Members. Life Members may vote for the trustees who represent their National Home District and approve any proposed changes to our bylaws and articles of incorporation.
- Any individual or organization wishing to support the National Home's mission can become an Associate Life Member. Associate Life Members do not have voting privileges.

Both member types receive a membership certificate and wallet card, and a Life Member Pin.

SECTION 6

LINKS

Links:

VFW National Links:

[VFW National](https://www.vfw.org/) <https://www.vfw.org/>

<https://www.vfwnationalhome.org/> VFW National Home for Children

<https://www.vfwnationalhome.org/membership> [Be a Life Member of the VFW National Home for Children](https://www.vfwnationalhome.org/membership)

Department of Hawaii Links:

[VFW Department of Hawai Website](http://www.vfw-dept-hi.org/) <http://www.vfw-dept-hi.org/>

[Department of Hawaii on Facebook](https://www.facebook.com/VfwDepartmentOfHawaii/) <https://www.facebook.com/VfwDepartmentOfHawaii/>

APPENDIX

A. National Home Life Membership Application (PDF)

DRAFT



LIFE MEMBERSHIP APPLICATION

MEMBER INFORMATION

Title: Mr. Mrs. Ms. Miss Name: _____

Address: _____

City: _____ State: _____ ZIP Code: _____

Date of birth: _____ Email: _____ Phone: _____

Membership Type:
 Associate (not a member of the VFW or VFW Auxiliary)
 Life Member (must be a member in good standing of the VFW or VFW Auxiliary or a unit of the VFW or VFW Auxiliary.
Complete affiliation information below. If no Post or Auxiliary number is provided, an Associate Membership will be issued.)

VFW & VFW AUXILIARY INFORMATION
(Required if a VFW or VFW Auxiliary member)

I am a member of VFW Post _____ in the Department of _____ VFW

I am a member of VFW Auxiliary _____ in the Department of _____ VFW Auxiliary

RECRUITER (Not required)

Recruiter name: _____ Recruiter Post or Auxiliary number: _____

PAYMENT INFORMATION

Please allow 3-4 weeks for your membership certificate, card and other information to be sent. You can also apply online at: www.vfwnationalhome.org/membership

One time membership fee and Life Member pin \$50

Check enclosed and made payable to VFW National Home for Children
 Charge my Visa Mastercard Discover American Express

Name on card: _____ Card number: _____

Signature: _____ Expiration date: _____

WHY SHOULD YOU BECOME A LIFE MEMBER

BEING A LIFE MEMBER or an Associate Life Member of the VFW National Home for Children is one way you can create a bond between yourself and the mission of the National Home. Your support and encouragement honors our veterans and today's military by helping their children and families in times of need. Life Members in good standing with the VFW or VFW Auxiliary may vote for trustees representing their National Home District and proposed Bylaw or Articles of Incorporation changes.