



The American Legion

DEPARTMENT OF NEW YORK

112 State St, Ste 1300 Albany, NY 12207
(518) 463-2215 or 1-800-253-4466
info@nylegion.org Fax: (518) 427-8443



JOHN B. SAMPSON
President

JAMES W. CASEY
Secretary

December 20, 2016

Dear County Chairman,

Welcome to the 2017 American Legion Boys' State Program of New York. I look forward to working with you on this very worthwhile and rewarding program.

The quotas for the 2017 program have been established. I have enclosed a copy for your records. You must stay within your quota unless you are approved for extra delegates by Department Headquarters. **Extra spots are available, so please do not hesitate to call for extra spots if needed. (Extra spaces will be allocated on a first come first served basis)**

The Boys' State Bus Transportation form must be completed and returned to Department Headquarters by **Friday, June 2, 2017.**

PLEASE NOTE THAT THE REQUIRED FORMS HAVE BEEN UPDATED FOR 2017. APPLICANTS MUST DOWNLOAD AND COMPLETE THE 2017 FORMS:

1. **Applications MUST be completed ON-LINE by selected candidates and alternates. The selected young men will complete and print the form, submit the data and obtain the necessary signatures. The selected candidates/alternates will also download the Certification, Commitment and Physical Exam forms, complete the forms and obtain necessary signatures. The candidate/alternate must then deliver the completed and signed documents to the sponsoring American Legion post.**
 - a. **The 2017 forms must be used, there will be no exceptions. The Physical Exam Form must be completely filled out and signed by the candidate/alternate's primary caregiver (physician, physician's assistant, nurse practitioner, nurse clinician). Parent/Guardian must complete emergency notification section on the bottom of Page 2. No substitutions for the 2017 forms will be allowed.**

2. The schools should be recommending, **but not choosing**, your candidates. The individual posts should be doing the interviews and selecting the candidates. I have enclosed a list of suggested interview questions.
3. Selected candidates must have successfully completed their junior year of High School in the top 50% of their class and have at least one more semester of High School remaining. Previous participants of a Boys' State program are not allowed to attend a second session. Only those who illustrate leadership, character, scholarship, loyalty and service in their schools and community should be considered.
4. **We can only accept current (2017) forms.** We cannot accept applications/forms without the signatures of the Candidate, Parent/Guardian, County Chairman, Physician or the school Principal. Any **incomplete or unsigned** documents will be returned to the County Chairman for completion and the applicant will not be registered until all paperwork is completed, signed and returned.
5. Please ensure you receive the completed Boys' State Application, all required forms and the registration fees in ample time to be forwarded and **received by Department Headquarters no later than Friday, April 14, 2017. There will be a \$ 150.00 late fee charged to applications received after Friday, April 14, 2017.** Any late fees collected will be accounted for separately and will be used to present awards to Delegates who demonstrate outstanding achievements in the program. In 2016, two delegates received awards for their outstanding achievements.
6. The fee for 2017 will remain at \$ 350.00 per participant (**\$500.00 for applications received after April 14, 2017**). All fees are to be paid by county check and made payable to the "American Legion Boys' State of New York, Inc." Please send one check for the full amount of delegates with the transmittal (blank form enclosed) and all your applications/forms.
7. **Any applications and/or forms received by Department Headquarters without the required documentation, signatures and/or fees will be returned and the applicant will not be accepted. If an application is incomplete and the required paperwork/fee is not received until after the deadline, the late fee will apply.**
8. All deadlines will be strictly enforced. There are a limited number of slots available. All completed applications will be processed on a first come/first serve basis.
9. Choose your candidates carefully and have alternates available if at all possible.
10. **NO REFUNDS WILL BE ISSUED AFTER MAY 30, 2017. Try to have alternates available in case of cancellations.**

I have enclosed the following:

2017 County Quotas

Bus Transportation Form

Transmittal

County Chairman Information

Post Chairman Information (please distribute to Post Chairmen)

Recommended Candidate Selection

Suggested Interview Questions

Candidate Application Instructions

Suggested Timeline

Checklist (should also be used by Posts to determine if all information is filled in)

Please hand out information to appropriate individuals. Feel free to contact me with any problems or questions. I can be reached at the above address, by phone at (518) 463-2215, ext 14, (toll free 1-800-253-4466) or by E-Mail at ann@nylegion.org.

Sincerely,

Ann Brown
Boys' State Program Coordinator

THE AMERICAN LEGION BOYS' STATE GOALS - JULY 2017

DISTRICT	COUNTY	2017 GOAL	DISTRICT	COUNTY	2017 GOAL
3	ALBANY	25	8	NIAGARA	14
8	ALLEGANY	20	5	ONEIDA	39
1	BRONX	6	5	ONONDAGA	38
6	BROOME	19	7	ONTARIO	36
8	CATTARAUGUS	28	9	ORANGE	30
7	CAYUGA	11	8	ORLEANS	10
8	CHAUTAUQUA	27	5	OSWEGO	17
6	CHEMUNG	23	6	OTSEGO	22
6	CHENANGO	14	9	PUTNAM	12
4	CLINTON	20	10	QUEENS	16
3	COLUMBIA	15	3	RENSSELAER	10
6	CORTLAND	12	2	RICHMOND	25
6	DELAWARE	15	9	ROCKLAND	15
9	DUTCHESS	20	4	ST. LAWRENCE	4
8	ERIE	36	4	SARATOGA	30
4	ESSEX	4	4	SCHENECTADY	8
4	FRANKLIN	2	3	SCHOHARIE	9
4	FULTON	6	6	SCHUYLER	12
8	GENESEE	10	7	SENECA	22
3	GREENE	10	7	STEUBEN	21
4	HAMILTON	3	10	SUFFOLK	65
5	HERKIMER	20	3	SULLIVAN	3
5	JEFFERSON	19	6	TIOGA	5
2	KINGS	11	6	TOMPKINS	8
5	LEWIS	14	3	ULSTER	21
7	LIVINGSTON	32	4	WARREN	11
6	MADISON	25	4	WASHINGTON	15
7	MONROE	35	7	WAYNE	27
4	MONTGOMERY	8	9	WESTCHESTER	30
10	NASSAU	50	8	WYOMING	18
1	NEW YORK	9	7	YATES	20

BOYS' STATE BUS TRANSPORTATION FORM

Boys' State Chairman _____

**Contact Telephone Name & Number
(for emergency purposes)** _____

Bus Company/Phone/Contact Person _____

What County(ies) will use the bus/buses _____

Date of arrival at BS HQ _____

Date of departure from BS HQ _____

Estimated time of arrival at BS HQ _____

Estimated time of departure from BS HQ _____

Number of Passengers _____

Number of buses to be used _____

Signed: _____
(County Boys' State Chairman)

COUNTY

**This form must be returned to Department Headquarters and received in Albany
no later than June 2, 2017**

APPLICATION TRANSMITTAL

American Legion Boys' State of New York, Inc.
112 State Street, Suite 1300, Albany, NY 12207

June 25, 2017 through July 1, 2017

Please **print** or **type** the entire transmittal.

County County Chairman

Address: _____
(Street) (City) (State) (Zip)

Phone # _____ E-Mail: _____

APPLICATIONS FOR SELECTED CANDIDATES WITH THE FEE OF \$350.00 must be received by Department Headquarters at the above address ON OR BEFORE April 14, 2017.

A late fee of \$150.00 will be charged for applications received after April 14, 2017 (\$500.00 per application).

No incomplete applications/forms will be accepted. Make sure all information, signatures and notarized statements are filled in. The accepted applicants will receive full instructions and entrance cards on or about June 12, 2017.

NUMBER OF DELEGATES _____

NUMBER OF ALTERNATES _____

CHECK NUMBER _____

CHECK AMOUNT _____

COUNTY BOYS' STATE CHAIRMEN –

Ensure that each candidate and parent/guardian has completely filled in all information and signed all parts of the Application form. Ensure that all sections of the Certification, Commitment and Physical Exam Forms are completed, signed and notarized.

Checklist, Applications, Certification Forms, Commitment and Physical Exam Forms, and checks must be received at Department Headquarters no later than April 14, 2017.

ANY APPLICATIONS RECEIVED AFTER April 14, 2017 WILL BE CHARGED A \$150.00 LATE FEE.

Any cancellations must be reported to Ann Brown, Department Headquarters, as soon as possible. In the event that you do not have an alternate, we suggest that you contact a nearby county to see if they have an alternate available that you could sponsor. We would like to see every boy that wants to attend Boys' State be allowed the opportunity.

Any questions may be directed to Ann Brown, Boys' State Program Coordinator. She may be reached by phone (1-800-253-4466, or 518-463-2215, ext. 14), by E-Mail (ann@nylegion.org), or by mail:

The American Legion
Department of New York
112 State Street, Suite 1300
Albany, NY 12207

Please do not hesitate to contact Ann with any questions or problems.

WHAT IS THE PROCEDURE FOR REGISTRATION AND ATTENDANCE?

Each County Boys' State Chairman is responsible for filling the quota assigned to his/her county. There are a limited number of slots available on a first come/first serve basis. If additional spaces are needed, please contact Ann Brown at Department Headquarters.

PLEASE DO NOT HESITATE TO CALL FOR ADDITIONAL SPACES.

American Legion Posts obtain information from their County Chairmen. In selecting candidates, it is imperative that the applicant is interested and eager to attend the program. In the event of a cancellation, substitutions will be allowed. If you have no alternates available, we suggest you check with other posts in your county to see if they need a sponsor. We are required to commit to a guarantee number of attendees to Morrisville State College, therefore, **NO REFUNDS WILL BE ISSUED AFTER MAY 30, 2017.**

The Applications, Certification, Commitment and Physical Exam Forms (signed and notarized where required) must be returned to the County Chairman with a registration fee of \$ 350.00 per candidate and be forwarded to Department Headquarters by April 14, 2017. **Any applications received at Department Headquarters after April 14, 2017 will be charged a \$150.00 late fee.**

Transportation of the boys to Morrisville is not included in the \$ 350.00 registration fee. Transportation and any other expenses incurred by the sponsoring Post or Organization are the responsibility of same.

Boys' State Candidates may be co-sponsored by organizations other than the American Legion; however **sponsorship by individuals will not be permitted.** Each young man who participates in Boys' State is expected to make a report to his sponsoring organization. Sponsoring organizations are requested to extend an invitation to each boy to attend a meeting and report to their members the nature and extent of his activities at Boys' State.

HOW DO WE SELECT QUALIFIED CANDIDATES? - RECOMMENDED CANDIDATE SELECTION PROCESS:

COUNTY CHAIRMAN

1. Receive information packet from Department Headquarters
2. Distribute information to American Legion Posts

POST CHAIRMAN

1. Contact local high schools and obtain names of interested and qualified candidates.
2. Hold information session for potential candidates and their respective parents.
3. Explain Boys' State purpose and objectives. View Boys' State Video. If possible, invite previous Boys' Staters to share their experiences.
4. Candidates should be encouraged to discuss why they are interested in the program.
5. Interview potential candidates and make selection:
 - a. Ascertain that candidate will be available for the full program
 - b. Reiterate that this is NOT a summer camp, but a very intensive learning program
 - c. Candidates should be chosen with regard to the following:
 - Seriousness of purpose
 - Industriousness
 - Initiative
 - Influence
 - Concern of others
 - Responsibility

Emotional Stability
Interest in Government

- d. Give website address to selected candidates and alternates for completion and submission of application. (Instructions are on website for students to successfully complete and print the application and all necessary forms. There is also a Candidate Instruction Sheet that should be given to the selected candidates(attached).
6. Have all candidates (Delegates and Alternates) complete Application, Commitment, Certification and Physical Exam form and obtain necessary signatures.
Remind alternates that we have late cancellations and a spot may become available at the last minute.
7. Receive completed application and forms from candidate.
8. Send check and completed paperwork to County Chairman.

COUNTY CHAIRMAN

1. Receives paperwork and check from Post Chairman
2. Check paperwork for completeness and accuracy
3. Forward required paperwork to Department Headquarters with County check for total amount of Delegates. All applications should be sent to Headquarters (Delegates and Alternates). Please indicate which ones are the Alternates.
4. Ensures that all forms, (Application, Commitment Statement, Commitment and Physical Exam Form, etc.), are received at Department Headquarters by due date of April 14, 2017. Bus Transportation Forms are due by June 2, 2017.
Any applications received after April 14, 2017 will be charged a \$150.00 late fee.

Furthermore, to ensure that only the most qualified young men are selected as candidates, it is imperative that each Post Boys' State Chairman enlist the aid of a qualified screening committee made up of members of The American Legion. In the event the Post committee cannot agree upon a final decision, the County Boys' State Chairman should be available to act as "high court" to assist in making this decision.

The Boy's State County Chairmen and the Post Chairmen are reminded that the selection of Boys' State candidates is a judgment of prime importance that will reflect on the quality and success of this Americanism Youth Program of the American Legion.

The New York Boys' State Program does not discriminate against any person on the basis of race/ethnicity, color, national origin or disability.

BOARD OF DIRECTORS

President	James V. Yermas, 112 State St., Suite 1300, Albany, NY 12207
Vice President	Charles G. Mills, 21 Brewster St., Apt. 408, Glen Cove, NY 11542
Secretary	James W. Casey, 112 State St., Suite 1300, Albany, NY 12207
Treasurer	John C. "Jack" Clancy, 1749 N. Main St., Penn Yan, NY 14527
Executive Director	John E. Murphy, 199 Woodchuck Hill Rd, Newport, NY 13416
Program Director	David O'Brien, 124 East Bacon St., Waterville, NY 13480

DIRECTORS

Department Vice Commander	Jacquemae Perrotta
Department Vice Commander	Frank LaMarsh
Department Vice Commander	Auseklis G. Krumins
Department Vice Commander	Charles C. Graham
Department Vice Commander	Paul Tagliaferri

DISTRICT DIRECTORS

1 st	Joseph F. Goonan	6 th	Joseph Barilla
2 nd	Fred Schwally	7 th	James Nessler
3 rd	Richard K. Morris	8 th	Walter Lindsley
4 th	Margaret Folk	9 th	Arthur Kiernan
5 th	G. Dale Dingman	10 th	Harry McMahon

2017 COUNTY BOYS' STATE CHAIRMEN

Albany	Harvey Martel 518-438-2837	Franklin	Ernest Parker 315-328-4468
Allegany	Tim Hennard 585-365-2280	Fulton	NONE REPORTED
Bronx	Joseph Goonan 718-885-1637	Genesee	Dennis McCumiskey 585-245-3675
Broome	Edward Arnold 607-201-2120	Greene	Salvatore Pusatere 518-678-6271
Cattaraugus	Mark Williams 716-307-5431	Hamilton	Ken Cannan 518-648-5624
Cayuga	Adelbert Jenner 315-776-5133	Herkimer	John E. Murphy 315-845-8686
Chautauqua	Henry Link 716-792-9774	Jefferson	Gary Robbins 315-628-5075
Chemung	Harold Wacenski 607-562-8296	Kings	Michael Rodriguez 718-332-6634
Chenango	Frank B. Revoir 607-334-1964	Lewis	C. Lee Hinkleman 315-376-3344
Clinton	Robert St.John 518-298-2574	Livingston	Paul Tagliaferri 585-226-8955
Columbia	Harvey McCagg 518-828-6786	Madison	Donald R. Smith 315-697-2102
Cortland	Francis Riter 607-747-4023	Monroe	Thomas R. Schreck 585-738-1449
Delaware	Patricia G. Svoboda 845-586-3563	Montgomery	James Yermas 518-842-6121
Dutchess	Daniel Oberhauser 845-831-4995	Nassau	Reginald Butt 516-922-7135
Erie	Thomas O'Connell 716-835-4574	New York	G. Rod Roderick 917-312-238
Essex	Newman D. Tryon 518-873-2138	Niagara	Kenneth Barnes 716-837-3605

Oneida	George Dorn 315-336-5127	Schoharie	Myron Kniskern 518-234-1632
Onondaga	James Bass 315-307-2431	Schuyler	Clayton T. Snow 607-594-2883
Ontario	Roger Moyer 585-490-4824	Seneca	Fred Percy 315-730-4226
Orange	Sean O'Leary 914-373-9104	Steuben	William S. Coleman 607-329-0430
Orleans	Lawrence J. Montello 585-765-9063	Suffolk	James L. Beecher 631-255-0456
Oswego	Shawn M. Mills 315-806-7351	Sullivan	Randy Peers 845-791-4041
Otsego	Leonard Carson, Jr. 607-244-9183	Tioga	Thomas C. Simons 607-687-5799
Putnam	James Hosford 914-217-7024	Tompkins	Lowell E. Smith 607-229-3422
Queens	Harry McMahon 718-474-7269	Ulster	Alan Greczynski 845-532-3334
Rensselaer	Don Winnie 518-766-3727	Warren	Carl M. Fosco 518-307-7646
Richmond	David Martin 718-816-5468	Washington	Frank Riegert 518-642-2318
Rockland	Maureen F. Morgan 845-729-5471	Wayne	Marshall Francis 315-587-9618
St. Lawrence	John McCullough 724-355-2218	Westchester	Fred Wooding 914-930-1957
Saratoga	John F. Desautels 518-330-2685	Wyoming	Steven Schum 585-201-6903
Schenectady	Kurt Von Maucher 518-377-6611	Yates	Jack O'Neill 315-536-2133

POST CHAIRMAN

RECOMMENDED CANDIDATE SELECTION PROCESS:

1. Contact local high schools and obtain names of interested and qualified candidates.
2. Hold information session for potential candidates and their respective parents.
3. Explain Boys' State purpose and objectives. View Boys' State Video. If possible, invite previous Boys' Staters to share their experiences.
4. Candidates should be encouraged to discuss why they are interested in the program
5. Interview potential candidates and make selection:
 - a. Ascertain that the candidate will be available for the full program
 - b. Reiterate that this is NOT a summer camp, but a very intensive learning program
 - c. Candidates should be chosen with regard to the following:
 - Seriousness of purpose
 - Industriousness
 - Initiative
 - Influence
 - Concern of others
 - Responsibility
 - Emotional Stability
 - Interest in Government
 - d. Give website instructions to selected candidates and alternates for completion and submission of application. (Instructions are on website for students to successfully complete and print the application and all necessary forms). **Remind Alternates that spots become available at the last minute.**
6. Have candidate complete application, Certification, Commitment and Physical Exam form and obtain necessary signatures.
7. Receive completed application and forms from candidate. Write in any missing or incorrect information. **The info will be updated at Headquarters.**
8. Send check and completed paperwork to County Chairman.

Furthermore, to ensure that only the most qualified young men are selected as candidates, it is imperative that each Post Boys' State Chairman enlist the aid of a qualified screening committee made up of members of The American Legion. In the event the Post committee cannot agree upon a final decision, the County Boys' State Chairman should be available to act as "high court" to assist in making this decision.

The Boy's State County Chairmen and the Post Chairmen are reminded that the selection of Boys' State candidates is a judgment of prime importance that will reflect on the quality and success of this Americanism Youth Program of the American Legion. The New York Boys' State Program does not discriminate against any person on the basis of race/ethnicity, color, national origin or disability.

Congratulations, you have been selected as a _____ to
(Delegate or Alternate)
represent _____ American Legion Post # _____ at this year's
American Legion Boys State of New York.

CANDIDATES INSTRUCTIONS FOR ACCESSING WEBSITE APPLICATION

To access the 2017 American Legion Boys' State Application, the selected candidates must go to the following website:

nylegion.net/boys-state/

- Complete citizen application.
 - All citizen information must be provided.
 - All parent information must be provided.
 - All sponsoring American Legion Post information must be provided.
- Once the application is completed, press Ctrl P to print the application.
- Press the Submit button to send the application to the American Legion Department of New York.
- Print and complete the Commitment Form.
 - This form must be signed by the applicant and his parent or guardian and notarized.
- Print and complete the Certification form.
 - This form has to be completed and certified by a school official.
- Physical Exam Form
 - The Physical Exam Form must be downloaded and be completed by your physician and your parents. This form must be completed. No substitutions will be permitted.
 - **Parent/Guardian must complete emergency notification section on the bottom of page 2.**

You will need to deliver an original of the completed application, the Commitment Form, Certification Form, and Physical Exam form with original signatures to the sponsoring American Legion post.

After submitting application, if you find a mistake was made on the application, **do not submit another application**. Make corrections on the printed application and the information will be updated when received at American Legion Headquarters.

- **BRING TO Boys' State @ Morrisville (MANDATORY)**
 - Credentials Card (you will receive this in the mail in mid-June)
 - Items listed on the Check List of Items to bring to Morrisville.

It is recommended that you read the Boys State handbook (2016 now accessible on-line). The updated 2017 handbook will be posted on line as soon as available. (Delegate or Alternate)

RECAP

Recommended Candidate Selection Process

COUNTY CHAIRMAN

1. Receive 2017 Boys' State instructions from Department Headquarters
2. Distribute materials and information to American Legion Posts
3. Contact Ann Brown at Department Headquarters with any questions

POST CHAIRMAN

1. Contact local high schools and obtain names of interested and qualified candidates
2. Hold information session for potential candidates and their respective parents.
3. Explain Boys' State purposes and objectives. View Boys' State Video. If possible, invite previous Boys' Staters to share their experiences.
4. Candidates should be encouraged to discuss why they are interested in the program
5. Interview potential candidates and make selection:
 - a. Ascertain that the candidate will be available for the full program
 - b. Reiterate that this is not a summer camp, but a very intensive learning program
 - c. Give website address to selected candidates and alternates for completion and submission of application. (Instructions are on website for students to successfully complete and print the application and all necessary forms)
 - d. Advise selected candidates to read the Boys' State Manual (on the website).
 - e. **Remind alternates that slots may become available at the last minute due to cancellations, emergencies, etc.**
6. Receive completed application and required forms from candidate and alternates. Check for accuracy.
7. Complete any missing information
8. Send check and completed paperwork to County Chairman by required date

COUNTY CHAIRMAN

1. Receives paperwork and check from Post Chairman
2. Check paperwork for completeness and accuracy
3. Forward required paperwork (Checklist, Application, Certification Form, Commitment and Physical Exam form) to Department Headquarters with County check for total number of applications.
4. Ensures that all paperwork (Applications, Bus Transportation Forms, etc.) and check for total number of applications are received at Department Headquarters by Due Date (April 14, 2017 for applications and all related paperwork, June 2, 2017 for Bus Transportation forms).

Suggested Interview Questions

What are your feelings about The Pledge of Allegiance and saluting the flag?

Do you have any interest in attending any of the Military Academies?

Have you held any offices in your school?

Are you involved in any sports or music programs?

Are you involved in any extracurricular activities outside of school, such as community projects, etc.?

How did you hear about the Boys' State Program?

Have you spoken to any delegates or has anyone in your family attended Boys' State previously?

Are you aware that the program has United States Marines who will be working with you at the program?

Are you available for the entire program dates?

Do you have any experience in public speaking or debate?

Have you ever been away from home for an extended period of time?

Do you know about local politics in your community?

What are your plans for the future?

Why should we select you to attend the program? What makes you more qualified than the other candidates?

SUGGESTED TIMELINE

November	Schools contacted for list of eligible students
December/January	Candidates Interviewed and selected. Candidates given instructions for completing application process.
February	Paperwork (Application, Certification and Commitment Form, Physical Exam Form) returned to Post
March	Post forward all paperwork to County Chairmen
April	County Chairman reviews and forwards all paperwork and check to Department Headquarters.

MUST BE RECEIVED IN DEPARTMENT HEADQUARTERS BY c.o.b. APRIL 14, 2017