

# **GIRLS STATE CHAIRMAN INFO 2025**

To: Unit Girls State Chairman

From: Alyssa Hinckley, Director

Subject: 2025 American Legion Auxiliary Wyoming Girls State June 8-14, 2025 – Laramie County Community College, Cheyenne

First, let me express my gratitude in your willingness to serve as the local Girls State Unit Chairman. Your work changes the lives of young women and strengthens our republic. You make a huge impact and I am so grateful to be serving with you in this endeavor.

As you go out to find delegates, impress on the schools that the girls earn 3 college credits, scholarship opportunities, and gain leadership experience through mock Wyoming Government. If you need any help, do not hesitate to contact me.

Please check the Chairman Tips and Tricks on our website. Here is a list of deadlines and information, I hope you find helpful:

**NOVEMBER/DECEMBER:** Make initial contact with the High Schools. Introduce yourself and ask for any opportunities to set up a booth, do a presentation, or get information to the students.

**FEBRUARY 15th:** [Application](#) form is due from the delegate to YOU.

This form is for you as the chairman to assess your applicants. It is the only form required. Other forms that may be helpful: the rating sheet, filled out by the school, letters of recommendation, and an interview.

The last two weeks in February is a good time to conduct interviews with the candidates (if you chose to do interviews). It will take about two weeks to get everyone scheduled/interviewed and another two weeks to get everyone's registration forms returned.

**\*\*There is a place for everyone at Girls State - only reject candidates if you have major concerns of attitude or character. Girls Staters do not need to be top in their class!!**

**MARCH 15th:** Registration form is due to ME.

This is our first hard deadline. Please have your delegates fill out the Delegate registration, with all the proper signatures:

- Unit Chairman
- the high school administrator
- Prospective delegate

- Their parent or guardian

Ensure the email and phone number is neatly printed or typed.

Include a headshot

DO NOT USE SCHOOL EMAIL

Email to [wygdirector@gmail.com](mailto:wygdirector@gmail.com) or mail them to Alyssa Hinckley, 6512 Kicking Horse Court, Cheyenne WY.

Then send the registration fee to Peg. Make the check out to American Legion Auxiliary and mail it to Peg Sullivan, Department of Wyoming, P. O. Box 186, Buffalo, WY 82834-0186

Once I get the registration form - I will send out an email to the delegate with links to the remaining forms (scholarships, Samsung, their bills, transportation, etc)

\*\*\*Remember: Education assignments (House/Senate/Courts) are made on a first come/first serve basis, so please submit your Delegate's paperwork on time to ensure they get their first choices. Courts will be selected, one from each delegation that turns in the paperwork on time.

#### **APRIL 15th -**

Delegate Fee (\$325 Per delegate) Due to Peg Sullivan (if you lack funds, please contact me as no delegate should be turned away for lack of funds.)

Bills Due (submission form will be emailed out)

Make sure to review your delegate's bill before they submit it.

Scholarship Forms

Offices to run for while at Girls State

\*\*\*Your delegate should have received a link in their email to submit these forms. If they have not, please contact me. I will be CC'ing you on all communication with your delegate, so please make sure you have an email you can check.

#### **Delegates Choosing to Withdraw:**

Delegate withdrawals after May 1st will be refunded based on the date of notification and how close to Girls State opening session. a sliding scale determined by the Girls State Committee once your unit requests a refund.

#### **Sponsoring a delegate outside your unit area:**

If your Unit doesn't have enough Delegates and you are willing to sponsor a Delegate/Alternate from another area, please notify me. Should your Unit need assistance with the Delegate fees, please submit a request for assistance to me and I will ask the Girls State Committee to consider your request.

The Girls State Committee is looking forward to working with you and your Delegates. Thank you for the gift of your time and dedication to the most influential program the American Legion

Auxiliary has to offer to the young women of our state. Without your assistance and hard work, this program would not be possible.

Please feel free to contact any member of the committee, if you have any questions or concerns.

**Director:** Alyssa Hinckley, 6512 Kicking Horse Court, Cheyenne, WY 82001, (307) 630-6263, wyo.girls.state.6@gmail.com

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