Yellow Ribbon (YR) Network Checklist-Best Practices

DATE:

YR NETWORK NAME:_____

YR NETWORK POINT OF CONTACT:_____

1. **Complete establishment of YR Networks in MN communities:**
   - ☐ Meeting regularly (Monthly, Bi-monthly, Quarterly)

Comments/Plan:

2. **All key areas represented on committee:**
   - ☐ City Leadership
   - ☐ Public Safety
   - ☐ Faith Based Organizations
   - ☐ Veteran Organizations
   - ☐ Businesses/Employers
   - ☐ Social Service/Medical Providers
   - ☐ Educators/Youth Organizations

Comments/Plan:

3. **YR Steering Committee:**
   - ☐ Plan has been established and active to identify and support Servicemembers (SM), Veterans and Military family Members (MFM) in the community
   - ☐ Process to PR/market YR Network to SMs, Veterans and MFMs
   - ☐ Armory YR Networks connected to non-armory neighboring networks

Comments/Plan:

4. **If armory community, confirm local unit army/air representative is assigned and active with YR Network:**
   - ☐ Unit army/air rep assigned in armory community
   - ☐ Unit aware of neighboring non-armory community YR Networks
   - ☐ Active and engaged with YR Network (give/take)

Comments/Plan:

5. **Confirm County Veteran Service Officer (CVSO) partnership:**
   - ☐ Arrange to have CVSO placed on YR Network agenda (intro, share Veteran, SM, MFM needs in county, discuss partnership opportunities)

Comments/Plan:

6. **Confirm nearest Workforce Center Veteran Employment Representative partnership:**
   - ☐ Arrange to have Workforce Center Employment Representative placed on YR Network agenda (intro, Workforce Center education, discuss partnership opportunities)

Comments/Plan:

7. **Confirm Family Assistance Center (FAC) Representative partnership:**
   - ☐ Arrange to have FAC rep placed on YR Network agenda to educate on their role and to discuss partnership opportunities
   - ☐ Confirm YR Network has process to notify FAC rep of assistance requests
   - ☐ Partner with FAC rep to ensure all community resource partners they have are connected to YR Network

Comments/Plan:

8. **If armory or airbase YR Network, confirm Airman and Family Readiness (AFR) and Family Readiness Support Assistant (FRSA) Representative partnership:**
   - ☐ Arrange to have AFR and FRSA rep placed on YR Network agenda to educate on their role and to discuss partnership opportunities
   - ☐ Partner with AFR and FRSA rep to ensure all community resource partners they have are connected to YR Network

Comments/Plan:

9. **Confirm local Employer Support of the Guard and Reserve (ESGR) Representative Partnership:**
   - ☐ Arrange to have ESGR Representative placed on YR Network agenda (intro, ESGR education,discuss partnership opportunities)

Comments/Plan:

10. Confirm City Leader partnership:

- ☐ All city leaders are aware of Yellow Ribbon Network
- ☐ City leaders show visible recognition of military within community
- ☐ City leaders connect community members to Yellow Ribbon Network
- ☐ Annual update of Yellow Ribbon Network to city leaders
- ☐ Annual review of city leader partnerships (see sample agenda)

Comments/Plan:

11. Confirm all business association partnerships:

- ☐ Research and identify all possible business partnerships within YR community (Professional Clubs, Chambers, Downtown Business Associations, Rotary and Business Communities)
- ☐ Confirm YR Network has connected to the business community
- ☐ Have YR Networks connect the business community to local Workforce Centers. Is assistance needed from business community to the Workforce Center Veteran Representative?
- ☐ Confirm or establish financial literacy support resources are available and connected to YR Network
- ☐ Encourage large businesses to participate in the YR Company Program
- ☐ Annual review of business community partnerships (see sample agenda)

Comments/Plan:

12. Confirm YR Network has volunteer capabilities to support SM, Veteran and MFM needs:

- ☐ Does YR Network have at least 30 volunteers available?
- ☐ If not, identify plan to connect volunteer groups to YR Network (IE: faith based communities, large business employee groups, Boy/Girl Scouts, 4H, Civic Organizations, Veteran Orgs, Honor Society, etc.)

Comments/Plan:

13. Confirm YR Network Social Service/Medical Provider partnerships:

- ☐ YR Network knows all Tricare Medical and Mental Health Resources available in community
- ☐ YR Network can call upon at least two mental health providers to assist in local SM, Veteran or MFM crisis
- ☐ Annual review of Social Service/Medical Provider partnerships (see sample agenda)

Comments/Plan:

14. Confirm YR Network Public Safety partnerships:

- ☐ Confirm Public Safety awareness of military family and veteran support resources
- ☐ Confirm public safety ongoing awareness/training program
- ☐ Annual review of school/youth program partnerships (see sample agenda)

Comments/Plan:

15. Confirm YR Network Faith Based partnerships:

- ☐ Confirm faith based awareness of military family and veteran support resources
- ☐ Confirm all faith based organizations contacted and aware of YR Network
- ☐ YR Network aware of faith based resources available to military families
- ☐ Annual review of faith based partnerships (see sample agenda)

Comments/Plan:

16. Confirm YR Veteran Organization partnerships:

- ☐ Confirm all Veteran Organizations involved and partnering with YR Network
- ☐ Confirm Veteran Organizations partnering with YR Network on recognition and honor events
- ☐ Confirm Veteran Organizations identifying and connecting veterans, SM and MFMs to YR Network
- ☐ Annual review of Veteran Organization partnerships (see sample agenda)

Comments/Plan:

17. Confirm YR Network School/Youth partnerships:

- ☐ Schools have identified military children within their schools and are educated on military youth support resources
- ☐ Confirm school awareness of Dept of Education military support web page and Beyondtheyellowribbon.org site, K-12 toolkit availability
- ☐ Confirm all-school awareness of local YR Network (POC info) –are school employees aware?
- ☐ Confirm school leader/administration ongoing awareness/training program
- ☐ Identified additional youth programs that need to be aware of YR Network (4-H,
- ☐ Annual review of school/youth program partnerships (see sample agenda)

Comments/Plan:

18. Report on YR Networks:

- ☐ Identify challenges and successes YR Networks
- ☐ Identify solutions to challenges
- ☐ Report successes for recognition
- ☐ Identify educational/need opportunities for YR Networks (what do they need to know? what can they learn from each other? what do they need?)

Comments/Plan:

SAMPLE ANNUAL YELLOW RIBBON MEETING AGENDA

JANUARY:	Annual overview of YR efforts to city leadership Annual review of city leader partnerships
FEBRUARY:	Annual review of Social Service/Medical Provider partnerships Invite 2 Mental Health Professionals Invite FAC representative
MARCH:	Annual review of Public Safety Partnerships Public Safety report on annual training and awareness
APRIL:	Annual review of Businesses/Employer partnerships Invite local Veteran Employment Representative
MAY:	Steering Committee review goals and objectives
JUNE:	
JULY:	
AUGUST:	Annual review of Veteran Organization partnerships Invite CVSO
SEPTEMBER:	
OCTOBER:	Annual review of faith based partnerships
NOVEMBER:	Annual review of school/youth partnerships School report on annual training and awareness
DECEMBER:	Steering Committee set goals and objectives