



Macae Mickens, Director
Laying a Solid Foundation for a Better Tomorrow

October 2025

Dear High School Principal and/or Counselor:

The American Legion Auxiliary (ALA), Department of Missouri is excited to hold the 83rd session of ALA Missouri Girls State (ALA MGS) on June 20-June 27, 2026. We look forward to hosting our program at Lindenwood University in St. Charles, Missouri for the fifth year. We recognize that not all school districts are geographically close to an American Legion Auxiliary Unit or American Legion Post; therefore, for these schools to have representation at ALA MGS, have included directions below on how to participate.

First and foremost, the American Legion Auxiliary Missouri Girls State program works tirelessly to find donors and contributors across the state of Missouri to provide the citizen experience to as many rising high school seniors as possible. However, the funds we are able to incur as a volunteer run program do not replace the high number of students from across the state that apply to attend each year. **For this reason, the first students that are accepted to the program will always be the students that are sent in by schools and Auxiliary Units (or Legion family organizations) with the required pledge form and the corresponding sponsorship payment per citizen.** Beyond this, all citizens are accepted as funds are raised and become available.

Each high school is not limited in the number of citizens the school may sponsor, but please remember that only paid applicants are considered accepted citizens. The sponsorship fee for 2026 remains at \$500 per citizen. If you are interested in the possibility of sponsoring additional citizens before you are able to secure the sponsorship funds, please list the names as alternates on the pledge form. **It is possible that all spots will be full before the deadline of March 1, 2026, so please know that we your applicants may be placed on a waitlist if not sent in before capacity is met.**

Your first task is determining which student(s) your school wants to send to ALA Missouri Girls State. You can request a virtual informational presentation for eligible candidates at your school by emailing headquarters@missourigirlsstate.org. We offer a co-branded Missouri Boys State and ALA Missouri Girls State presentation to provide your eligible juniors to hear about both programs in one sitting. Any eligible student can apply online at apply.missourigirlsstate.org for the ALA MGS program. All individuals who have completed an application from your high school will populate into an online portal. Then, the assigned school contact must nominate the individuals you believe to be exemplary candidates to attend the session. Please note that you could nominate every applicant as a quality candidate to attend ALA MGS 2026, but be limited in sponsorship funding to only send a lesser number. We recommend you still nominate all of your applicants who would make a phenomenal citizen at ALA Missouri Girls State 2026. To receive your school specific portal link, please e-mail headquarters@missourigirlsstate.org so we can assist you.

Once the nominations have been completed, matching funding should then be secured. You can encourage your applicants to help on this venture or your school can ask community businesses or civic organizations to assist in sponsorship. Any amount dedicated toward the fund is appreciated and full sponsorship of \$500 from one entity or

individual is not required. ALA MGS has staff members willing to provide ideas for sponsorship opportunities in your community, but our volunteer staff will be unable to provide full-time commitment to locate all sponsorship funds for your school. We encourage you to start on this process soon to sponsor multiple citizens from your school to the 2026 program.

Please note that we do understand this process is difficult for many schools to secure their own sponsors. However, as a representative of your school, you often have better connections to the community. If you have suggestions that we can assist you with the request for sponsorships, please email us at headquarters@missourigirlsstate.org and we are happy to assist you. We often find that potential community sponsors want to hear how many students have applied for the program when they are committing funds to sponsorship. Therefore, we encourage you to help get as many of your interested students to apply right away.

Next, you will send in the school pledge form and matching sponsorship funds by March 1, 2026 to the address on the pledge form. Items mailed to the ALA Department Office in Jefferson City will only delay the acceptance of your citizens. When the pledge form is sent in, all payments to accompany the citizen selections must be included or the citizen will not be accepted at that time. By visiting our website, www.missourigirlsstate.org and clicking "Sponsorship Information," you can download and print copies of our school pledge form. This document is also available in a fillable PDF format to assist you.

If you have selected alternates, please ensure the alternate has completed the online application and has also been nominated by your school in the online portal. This allows us to move any alternate to a citizen status should a cancellation occur or if additional funding for sponsorship has been secured. It is highly recommended to send in accepted citizens as you secure funding and do not wait until all funding has been secured before mailing it in. This only jeopardizes the opportunity for all of your citizens to be enrolled in the program.

Important Deadlines to Note for Missouri High Schools

- **January 15, 2026** - Early application deadline for applicants to ALA MGS 2026. This is an advertised push for students to apply early to the program to increase the potential applicant pool for you to be aware of as many students as possible interested in attending the program. **We strongly encourage you to coordinate a virtual presentation by our staff with your school prior to your school's Winter Break to get students to apply.**
- **March 1, 2026** – The deadline subject to capacity limitations for sending one (1) copy of the School pledge form and the accompanying sponsorship funds to **ALA MGS, Attn: MACAE MICKENS, 1242 Estates Drive, Warrensburg, MO 64093**. Reminder - make additional copies of page two as needed and send in with your sponsorship payment. All information mailed to ALA Department office will delay processing time.
- **May 1, 2026**- A letter will be sent by this date for US Mail to all accepted citizens and alternates with orientation information and required tasks to be completed before attendance at the session. This information will also be sent to all contacts via e-mail.
- **May 20, 2026**– Deadline for a full refund (\$500) for any accepted applicant's cancellation. If a contributing organization pays the fee, it will be the Unit's responsibility to return the money to said organization.
- **June 10, 2026**– Deadline for **all citizens and alternates** to complete the online orientation process. Individuals who have not completed this process by June 10th will be notified of their disqualification for the 2026 session. For any citizen not completing the orientation requirement, schools will have the option to apply the funds to another ALA MGS citizen without current funding, apply the funding toward an alternate, or receive a partial refund. The designated alternate must also have already completed the online orientation.

- **June 10, 2026**— Deadline for a partial refund of \$250 for any accepted applicant's cancellation. If a contributing organization pays the fee, it will be the school's responsibility to return the money to said organization. There will be no refund to the sponsoring organization(s) after June 10, 2026, or for any citizens leaving at any time during the ALA MGS session. No replacements will be allowed or refunds made after June 10, 2026.

Lastly, please remember that the ALA MGS program remains committed to the expectation that **no** citizen of the program will provide personal financial sponsorship to attend. This includes asking the applicant's parent(s)/guardian(s) to pay the sponsorship cost. Further questions regarding this policy may be sent to headquarters@missourigirlsstate.org.

If you have any questions, please contact ALA MGS Headquarters via email below. As all members of the ALA MGS committee and staff are volunteers, please expect a 24-48 response time. We look forward to an exciting 2026 ALA MGS session as we educate young women for future leadership opportunities in their communities. Thank you again for your continued support.

Sincerely,

Macae Mickens, Director

E-mail: headquarters@missourigirlsstate.org

Phone for Inquiries: (628) 252-6471

ALA MGS Committee Members

Tina Anderson, Hamilton, MO, Shoppe Manager

tina.anderson@missourigirlsstate.org

Shanna Jelinek, Freistatt, MO, Dean of Operations

shanna.jelinek@missourigirlsstate.org

Macae Mickens, Warrensburg, MO, Director

macae.mickens@missourigirlsstate.org

Whitney Nolan, Lincoln, NE, Assistant Director

whitney.nolan@missourigirlsstate.org

Patty Pink, Kirksville, MO, Committee Member

patty.pink@missourigirlsstate.org

Kelsey Whitt, Parkville, MO, Education Liaison

kelsey.whitt@missourigirlsstate.org



School Information and Procedures

Note: Only 2026 Pledge Forms will be accepted. Any previous years' paperwork will be returned to the sender.

Step 1: Selection of Citizens and Alternates

- Schedule a presentation with ALA MGS & MBS to introduce the program to juniors in your school.
- All interested candidates apply online at apply.missourigirlsstate.org.
- The school counselor or designated contact must nominate candidates who have applied via the ALA MGS online portal for their school. When you have selected your citizen(s) and alternate (s), ensure that each candidate has completed their online application and the school portal nomination has been completed.
- Distribute Copies of the 2026 Applicant Booklet to each selected ALA MGS Citizen, Alternate, and their parent/guardian.
- Ensure that each citizen selected has sponsorship funding - this cannot be paid directly by the citizen's parent or family. If you need assistance with this process, please email headquarters@missourigirlsstate.org. *However, please note that the ALA MGS program (like the MBS program) will ask for your support in organizations and businesses that exist in your community to reach out to.*

Step 2: Prepare the Required Paperwork

- **School Pledge Form** - Include the name of each citizen/alternate and the designated status (citizen or alternate). Each name included must have applied online and been nominated by the high school via the online ALA MGS portal. In addition to the citizen/alternate name, include contributor information for the citizen's sponsorship.
- If financial donations have not been finalized for the sponsorship of the citizens at the time of mailing in the pledge form, please e-mail it to headquarters@missourigirlsstate.org by May 20, 2026. An appreciation note is sent to each sponsor directly from the citizen to whom the funds are designated. If the contributor wishes not to be acknowledged, please note to remain anonymous.
- **Sponsorship fee of \$500 per citizen** - This should be sent as a check written to ALA MGS.
- Reminder: paperwork sent in without the designated sponsorship fee will not be accepted. It is suggested to send in citizens with payment as they are received rather than waiting until the March 1st deadline to send it all in at once.

Step 3: Copy and Mail the Paperwork Packet

- Mail the ALA Unit Pledge Form and Sponsorship Payment to:

ALA MGS, Attn: MACAE MICKENS, 1242 Estates Drive, Warrensburg, MO 64093

The required paperwork and payment must be postmarked by **March 1, 2026**. Any citizen openings for the 2026 session after this date will be filled on a first-come, first-served basis. *Please note that capacity could be met before this date, and late applications will only be accepted if space remains.*

Step 4: Review the Deadlines Below and Make the Necessary Changes Early

- Stay in communication with your selected citizens. *Have they attended an orientation (late April-early June 2026)? Did they download the ALA MGS app after receiving their acceptance notification? Confirmed their attendance?*
- Notify ALA Missouri Girls State of any citizen or alternate cancellations as soon as they occur. This includes upgrading an alternate to a citizen. This can be done via e-mail to headquarters@missourigirlsstate.org.
- May 20, 2026- Deadline for a full refund (\$500) to ALA Units for any citizen cancellation
- June 10, 2026- Deadline for a partial refund (\$250) to ALA Units for any citizen cancellation.

Ideas for Sponsorships

To assist with fees for each citizen, previous schools and American Legion Auxiliary Units have received donations from outside organizations and businesses. This compiled list contains some ideas to assist American Legion Auxiliary Units or schools obtain donations.

40 & 8 Voitures	Local Businesses
American Legion Posts	Optimist Clubs
AmVets	Pachyderm Foundation
Banks	Parent Teacher Organizations
Chamber of Commerce	Regional Groups of the Missouri Bar Association
Credit Unions	Republican Club
Daughters of the American Revolution	Rotary International
Democrat Club	Small Businesses
Elected Officials	Sojourners Club
Elks	Sons of the American Legion
Farm Bureau	Teachers MNEA Foundations
Fraternal Order of Eagles	Thrivent Insurance
Funeral Homes	Toastmasters
HS Father's Club	Utility Companies
Insurance Companies	Veterans of Foreign Wars
Kiwanis Clubs	Veteran Owned Businesses
Knights of Columbus	Women Voters League
Law Firms	Women's Civic Clubs
Lions Club	Women's Professional Organizations

- The American Legion Auxiliary Missouri Girls State program strongly encourages you to first reach out to any local American Legion Post to notify them of the number of students you have interested in the program to see if they can first assist with any sponsorship.
- Individuals and community members can donate to the sponsorship of a citizen to attend ALA MGS 2026. Family members of an ALA MGS 2026 citizen should not make an individual donation to the sponsorship of a citizen.
- Any business, civic organization, or individual can make a partial donation in any increment. Be sure to encourage partial sponsorships if that is what the contributor is able to do.