**COMMITTEE DESCRIPTIONS**

**INTRODUCTION**

There are currently 22 committees recognized in the Philadelphia Continental Chapter. Generally, they are made up of nine (9) Permanent Committees which are laid out in ARTICLE XIV of the By-Laws plus thirteen (13) Special Committees which have been established by the President and or Board over the years. Two special committees, America 250 and SAR 2024 Congress Planning, have been added to provide for special circumstances over the next several years.

**PERMANENT COMMITTES**

|  |  |  |
| --- | --- | --- |
| 1 | Americanism | Permanent |
| 2 | Auditing | Permanent |
| 3 | Awards | Permanent |
| 4 | Finance | Permanent |
| 5 | Flag Certificate | Permanent |
| 6 | Graves | Permanent |
| 7 | Membership | Permanent |
| 8 | Newsletter | Permanent |
| 9 | Nominating | Permanent |

**SPECIAL COMMITTES**

|  |  |  |
| --- | --- | --- |
| 1 | America 250 | Special |
| 2 | Brochure | Special |
| 3 | BSA Eagle Scout | Special |
| 4 | CAR/DAR | Special |
| 5 | Chapter Activities | Special |
| 6 | Greenspan | Special |
| 7 | Knight Essay | Special |
| 8 | Military Affairs | Special |
| 9 | Poster Contest | Special |
| 10 | ROTC/JROTC | Special |
| 11 | SAR 2024 Congress Planning | Special |
| 12 | Student/Teacher | Special |
| 13 | Webmaster | Special |

**PERMENANENT COMMITTEES**

**AMERICANISM COMMITTEE**

Its duties are to engage in such activities as will aid, maintain, and extend the institutions of American Freedom (See Handbook of National Society). This Committee shall also promote and furnish patriotic instruction as directed by the Board, giving special attention to the development of good citizenship and a proper knowledge of the American Constitution and the institution of American Freedoms.

**AUDITING COMMITTEE**

Its duties are to audit the books and records of the Treasurer. It shall make a report to the President within sixty (60) days after the end of the fiscal year.

**AWARDS COMMITTEE**

This Committee shall be responsible for the administration of the various awards programs established by the Chapter. It shall also review and recommend to the Board and the President the establishment of additional award programs and the granting of awards to individuals. In 2022, we decided that the Awards Committee should be chaired by the Second Vice President.

*Recognition Awards*

The SAR has a plethora of awards that are available for presentation to community leaders or organizations. The complete list, including all the awards mentioned in this guide, are fully described on the National SAR website https://www.sar.org/. The chapter Awards Committee members consider, and recommend awards to external organizations and individuals. The Chairman of the Awards Committee is the Chapter Second Vice President.

*Law Enforcement*

The purpose of this award is to recognize outstanding work in Law Enforcement. In 2006 the chapter designated its May meeting as its Law Day celebration meeting. The guest speaker was the head of the Pennsylvania State Police, and Law Enforcement Awards were made to local township police forces from Tredyffrin and West Chester.

*Fire Safety*

Like the Law Enforcement awards, the chapter recognizes Fire Safety excellence in the several firefighting units.

**FINANCE COMMITTEE**

This Committee shall consist of the 1st Vice President, who will serve as Chairman, and two other members, with the Treasurer and the President serving as *ex‐officio* members. Its duties are to prepare an Annual Budget, estimate expenditures and income, and recommend such fiscal actions as they consider to be in the best interest of the Chapter, including investments of all funds.

**FLAG RECOGNITION COMMITTEE**

It is the duty of this Committee to see that the Flag of the United States, the symbol of our Nation's Sovereignty, is treated with honor and respect (within the Commonwealth of Pennsylvania) and that the laws which forbid its desecration are obeyed.

**GRAVES (MEMORIALS AND REVOLUTIONARY WAR GRAVES) COMMITTEE**

This Committee shall conduct research regarding the landmarks, graves, and scenes of the

Revolutionary War and shall mark them with appropriate markers and memorials. In that part of Pennsylvania allotted to this Chapter, both Betsy Ross Flags and Chapter sleeves shall be placed on the graves of Revolutionary soldiers on or before Memorial Day of each year.

Several years ago, the chapter launched a project to identify all the graves of Revolutionary War soldiers and other supporters who rendered public or civil service to the cause in our chapter area. In addition to recording the graves and noting their locations, the project entailed capturing a considerable amount of data. In addition, the Chapter around each Memorial Day marks graves of Revolutionary War soldiers and patriots by placing a 13-star "Betsy-Ross" flag at each grave site. The chapter marks over 1700 graves with flags in over 160 graveyards from Philadelphia to Oxford to Sellersville. The search effort continues unabated. This is an activity that needs wide member support. The organization of the effort has been steadily developed and improved to facilitate the task of finding and marking burial sites easier. The program information is shared with local historical societies and veterans’ groups.

**MEMBERSHIP COMMITTEE**

Its duties are to solicit and encourage suitable candidates for membership in the Society and to file their applications for membership.

A chapter member leads this effort with help, guidance and input from the officers including the Genealogist/Registrar, Secretary, and the chapter web master. Membership is the lifeblood of any organization, and there is a continual effort underway to recruit new members. As members age, many can no longer actively participate. Based on lifestyle and age differences among members, the leadership of the chapter has focused on a multi-faceted approach of recruiting, retention, and reinstatement. Perhaps one of the most effective tools is a widely diverse program agenda for the chapter. The chapter has many activities on weekends, holidays, as well as its scheduled monthly membership and Board meetings. The chapter has been fortunate through the efforts of several to get talented speakers at meetings and special events. All new members are encouraged to attend a meeting as soon as they gain membership in the SAR. At that inaugural meeting the chapter president recognizes and welcomes the new member, and presents the new compatriot with his SAR Rosette, and a copy of this manual.

**NEWSLETTER (PUBLICITY) COMMITTEE**

This Committee shall be responsible for the preparation, editing, mailing and internet publication of the Newsletter. The Committee shall arrange for newspaper and other publicity for all Chapter activities and shall furnish current items of interest to the Pennsylvania Society Minuteman and to the National SAR Magazine.

**NOMINATING COMMITTEE**

The Nominating Committee shall consist of five members to be appointed by the President each year, of which number at least two (2) shall be Past Presidents of the Chapter and the remainder shall be selected from the Board. The committee member most recently assuming the status of Past President shall serve as Chairman. They shall nominate a Voting Member for each of the following offices: President, First Vice President, Second Vice President, Secretary, Treasurer, Registrar, Genealogist, Chaplain, Historian, Chancellor, Color Guard Captain, Sergeant‐at‐Arms, and four (4) members of a new class of the Board of Management.

**SPECIAL COMMITTEES**

**AMERICA 250 COMMITTEE**

The American 250th SAR Committee members work on the national, state and local levels to promote the commemoration of the 250th Anniversary of the American Revolution and the establishment of the United States. At the national level, it designs commemorative merchandise and SAR member insignia for the anniversary. This committee publicizes the anniversary using media, education, and government contacts.

**BROCHURE COMMITTEE**

*Sgt. Moses Adams Memorial Middle School Brochure Contest*

The SAR Brochure Contest is open to all 6th, 7thand 8th grade Middle School students in public, private and home schools. When school systems are participating in the contest, students will enter through their school system. If they are not participating, students may enter directly to the chapter, through scouting or the CAR (Children of the American Revolution). Regardless of how the student enters, he/she may only enter one brochure per year. All brochures will be created by the individual student, no group entries are allowed. The contest is designed to help support the educational efforts in public, private and home school curriculums when the Revolutionary period is taught, but students may enter in any of their middle school years.

The SAR Middle School Contest is to create a tri-fold brochure out of a typical 8 ½” x 11″ piece of paper. The brochure must conform to the contest theme which is one the five foundational documents of the United States – which you select. The brochure will be judged on: Content, Creativity and Correctness. The judging criteria rates highest, personally drawn artwork and text authored by the student, as opposed to cut and paste from books, magazines and the Internet. The use of software tools by the student for creating the brochure, and even the artwork, is permissible.

Local Chapter and State prizes vary by State and by Local Chapter. National prize awards are established each year. It is the intent of the NSSAR and the Americanism Committee to increase our cash prizes to approach some level of parity with other national contest cash prizes for this age group.

All entries begin at the local Chapter level. The only exception is where schools/classes/youth groups wish to conduct their own competition, submitting one winner to the local SAR Chapter competition. Individual students do not submit their entry directly to the Chapter. All entries must go through a school, scouting organization, or Children of the American Revolution (C.A.R) Society. Even home school submissions should go through their association. The participating Chapter should be within the local area of the young person entering the contest.

Judging is based on how well you understand, develop and present the specific foundational document you selected to be your brochure’s theme. Brochures will be judged at the National level focusing on the following three categories: Content; Creativity & Correctness.

Authorship and Use of Technology: The judging criteria rates highest, personally drawn art work and authored text by the student, as opposed to cut and paste from books, magazines and off the Internet – though use of material from books, magazines and the Internet does not disqualify an entry, it is just valued less during judging. The use of software tools by the student for creating the brochure, and even the art work, is permissible.

The SAR Brochure Contest theme is the same every year – it does not change from year to year. Choose from any of the six (6) Foundational Documents of the United States as the theme for your brochure:

* Articles of Confederation
* Declaration of Independence
* U.S. Constitution
* Bill of Rights
* Federalist Papers
* Articles of Association of 1774

**BSA EAGLE SCOUT COMMITTEE**

*Arthur M. & Berdena King Eagle Scout Contest*

The National Society of the Sons of the American Revolution (SAR) invites all Eagle Scouts interested in the American Revolution to participate in the Arthur M. & Berdena King Eagle Scout Contest. The contest is open to all Eagle Scouts who are currently registered in an active unit and, except as provided in the paragraph below, have not reached their nineteenth birthday during the year of application. The year that the Eagle rank was awarded is not restricted. Contest year is Jan 1 to Dec 31.

Awards are as follows: National First Place Winner receives $10,000; 2nd Place – $6,000; 3rd Place – $4,000; 4th Place – $2,000; 5th Place – $1000; 6th thru 10th – $500; and 11th thru 15th – $200. The First Place Winner will be asked to appear at the SAR Annual Congress, held in June or July, to be recognized and receive the award. Travel and lodging allowance will be provided.

The awards may be taken as either a cash award, or as a scholarship to an educational institution.

An Eagle Scout may apply for the contest in more than one year if they meet the age requirements, but no more than $10,000 total will be awarded to any one Eagle Scout. Prizes and recognition may also be awarded at the SAR Chapter and State Society level. Each Eagle Scout must complete an application form, a four-generation ancestor chart, and a 500-word patriotic themed essay.

The competition is conducted in three phases: the local Chapter level, State Society level, and National level. The competition is usually entered at the Chapter level, though in some cases, the competition may be entered at the State Society level. Applicants may not enter at the National level. Contest entrants need complete only one application for the SAR Chapter level competition. The application of the Chapter level winner is forwarded to be used in State Society and National level competitions by the SAR as appropriate. A complete set of rules, along with the application for both the applicant and the sponsoring SAR members, can be found on the Eagle Scout Application Form available for download on the link below. Please be aware that the local application deadline dates may vary, so interested applicants should reach out to the local SAR State Eagle Scout contact listed below for further details.

**CAR/DAR COMMITTEE**

Many of the events of the DAR, SAR, or the CAR are jointly supported, and sometimes shared. For instance, at the annual officer installation banquets, the CAR often provides patriotic skits as part of the program. The Constitution Week Luncheon is alternately organized by the DAR and the SAR. To coordinate these joint efforts, the chapter assigns a DAR/CAR coordinator who maintains liaison with leaders of those organizations.

*C.A.R. Activity Award*

The National Society of the Children of the American Revolution (C.A.R.) is an organization of persons through 21 years of age who are lineal descendants of a patriot of the American Revolution. The C.A.R. is an independent organization which looks to the National Society of the Sons of the American Revolution (SAR), National Society of the Daughters of the American Revolution (DAR), and General Society of the Sons of the Revolution (SR) for its leadership and financial support. The C.A.R. needs adult leaders, financial support, and members. SAR members may hold a “Senior Leader” office in a local-, state-, regional-, or the national-levels of the C.A.R. Direct descendants of SAR and DAR members (from birth to 22 years of age) are eligible for C.A.R. membership.

Every SAR chapter and state-level society should have a C.A.R. Chairman or Liaison Officer who focuses support and encouragement on this very worthwhile youth organization. It is encouraged to award the SAR, DAR, and C.A.R. members who give their time and effort toward supporting the C.A.R. This recognition can be given through the SAR or C.A.R. Medals of Appreciation or other appropriate medals for support and service to the C.A.R. Please complete the application form which can be found in the [**Consolidated Youth Awards Form**](https://www.sar.org/wp-content/uploads/2019/09/Consolidated-Youth-Awards-Form-and-Instructions.pdf)**​​** and Instructions to enter your SAR state-level society in the C.A.R. Activity Award.

**CHAPTER ACTIVITIES COMMITTEE**

This committee is responsible for setting up outside activities. For example, in 2018-19 a meeting was arranged at Chanticleer to view the gardens a couple of years in a row, setting up transportation and a nice luncheon for the ladies. More recently the Chapter Color Guard has held training events at Fort Mifflin, which seems to be a candidate location for a much larger event. It is conceivable that a commemorative event could become an annual event for a number of years if it is well attended and fills an unmet need.

**GREENSPAN COMMITTEE**

*F. Russell & Ruth Greenspan Scholarship*

The F. Russell and Ruth Greenspan Trust was established by a Past President of the Philadelphia Continental Chapter of the Sons of the American Revolution (PCCSAR) and his wife. They wished to endow competitive scholarships for College or University students who will enter the fall term of the academic year in which they expect to receive a baccalaureate degree. These are mostly Juniors entering their Senior year in a traditional 4-year program. However, non-traditional students such as those in 5-year degree programs, co-op students, early finishers, etc. are also eligible. Applicants will be judged on the extent to which they advance the three SAR principles of being patriotic, historical, and educational as embodied by our ancestors who fought in or supported the American Revolution. Generally, eligible students will be majoring or minoring in a study of American Government; American History; Political Science; Law and Jurisprudence; Preservation of Archives, Documents, Historic Buildings, Monuments or Places; or a similarly focused multi-disciplinary program. An interest in the Revolutionary War era is a bonus.

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To avoid a taxable event for the scholarship recipient, the scholarship of $2,000 will be paid directly to the sponsoring College or University, to be applied to the recipient’s tuition for his or her Senior year.

To be eligible, Applicants must be nominated by a Faculty Sponsor who is knowledgeable about the applicant’s character and academic performance at the College or University they attend. The Application Form (click here) contains the following components:

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Applications will be judged by a panel of PCCSAR members in a “blind review” process. Applications will be assigned a code, which will be recorded on all pages of the application before distribution for review. The Identifying Information page will then be removed from the rest of the application. Only the Greenspan Scholarship Committee Chairman will have access to the Identifying Information, and he will not be one of the reviewers. All applications will be judged without regard to the applicant’s race, national origin, religion, sexual orientation, gender identity, mental or physical disability, political preference, or military status. Applications will be judged solely by the extent to which they meet the following selection criteria:

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* Demonstrated academic ability;
* Accomplishments on and off campus that advance the three SAR principles of being patriotic, historical, and educational;
* Good citizenship; and
* Depth of interest in: American Government; American History; Political Science; Law and Jurisprudence; Preservation of Archives, Documents, Historic Buildings, Monuments or Places; or a similarly focused multi-disciplinary program.

**KNIGHT ESSAY COMMITTEE**

*George S. & Stella M. Knight Essay Contest*

The National Society of the Sons of the American Revolution (SAR) invites all high school students (9th through 12th grades) interested in the American Revolution to participate in the George S. & Stella M. Knight Essay Contest. The contest is open to all US Citizen and Legal Resident students attending home schools, public, parochial, or private high schools in that same grade range. The National Association of Secondary School Principals has placed this program on the 2017-18 NASSP List of Approved Contests, Programs, and Activities for Students.

To participate, students must submit an original 800- to 1,200-word essay based on an event, person, philosophy or ideal associated with the American Revolution, Declaration of Independence, or the framing of the United States Constitution. Each student’s essay will be judged based upon its historical accuracy, clarity, organization, grammar and spelling, and documentation.

The contest is conducted in three phases: the local chapter, state-level society, and national phases. The contest must be entered through an SAR chapter near the student’s residence. In some cases, the contest may be entered at the state level (if the local society does not have chapters or the chapters are not participating) and a contact-at-large should be used to find out more contest details. The list of contest contacts listed below can provide you with assistance in entering the Knight Essay Contest. Only one entry per student is permitted per contest year.

A complete set of rules, along with the application for both the applicant and the sponsoring SAR members, can be found below. Please be aware that the local application deadline dates may vary, so interested applicants should reach out to their local SAR member listed below for further details.

**MILITARY AFFAIRS COMMITTEE**

Service to veterans and to armed service members is a key objective of the SAR. A chapter member has the accountability to coordinate the chapter's efforts in this area. This includes such things as helping run bingo games at VA hospitals, securing color guard participation in Veteran's Day parades and memorial events. The chapter provides books to VA hospital libraries and donates to the USO activities in the Delaware Valley.

**POSTER CONTEST COMMITTEE**

*Elementary School Poster Contest*

The National Society of the Sons of the American Revolution (SAR) invites all 3rd, 4th, and 5th grade students interested in the American Revolution to participate in the Americanism Elementary School Poster Contest. The contest is open to public school, parochial, home schooled, Scouting, or Children of the American Revolution member students in that same grade range. Young artists with an enthusiasm toward art, a love of American history, or a passion in creative expression can submit their posters to their local SAR chapter for competition. While the Americanism Poster Contest begins at the local level, students’ masterpieces may eventually be judged and monetarily awarded at the national level in June at the annual SAR Congress.

Participants from other organizations must be of equivalent age for 3rd, 4th, or 5th grades, whichever year that American History is taught in the specific school district. If American History is taught in lower grades at selected schools, an entry may be accepted for the competition at the discretion of the SAR Americanism Committee. All entries will be judged on an equal basis regardless of point of origin. A complete set of rules, along with the application for both the applicant and the sponsoring SAR members, can be found below. Please be aware that the local application deadline dates may vary, so interested applicants should reach out to their local SAR chapter for further details. The theme for the Poster Contest rotates annually based upon whether the school year ends in an even or odd number.

For academic years ending in even numbers, the theme shall be “Revolutionary War Events.” For academic years ending in odd numbers, the theme shall be “Revolutionary War Person or Persons.”

**ROTC / JROTC COMMITTEE**

*ROTC/JROTC & Other Cadet Recognition Program*

The National Society of the Sons of the American Revolution (SAR) awards the ROTC Medal to foster the principle of the “citizen-soldier,” exemplified by the Minutemen of Revolutionary War days. This award is presented by an SAR Chapter, State-level Society, or the National Society to ROTC or JROTC cadets who are selected for having a high degree of merit with respect to leadership qualities, military bearing, and general excellence. The recipients are selected by the Commanding Officer of the ROTC or JROTC unit, who should be given full latitude in making the selection.

SAR members are direct descendants of those patriots that achieved the independence of the American people and the objectives of the organization are intended to perpetuate a more profound reverence for the principles of the government founded by our forefathers. Such were the ideals of Captain Alden Partridge, who is considered the founder of the Reserve Officer Training Corps (ROTC) program in the United States. Partridge founded the ROTC because his father, Samuel Partridge, a soldier of the Revolution, had concern for the newly founded United States and its lacking a development resource for qualified military officers. SAR supports all programs that encourage historical research, foster true patriotism, and maintain and extend the institutions of American freedom. It strongly supports the United States ROTC and JROTC as exemplary programs of these ideals.

For ROTC or JROTC units with fewer than five hundred cadets or midshipmen, one ROTC or JROTC Recognition medal will be awarded each year. For larger units, one medal may be presented for every five hundred students enrolled in the unit. In cases where a school has more than one ROTC or JROTC unit, each unit is counted separately. The Silver ROTC Medal is presented only to students in a college or university ROTC unit and no recipient may receive it more than once. The Bronze JROTC Medal was authorized in 1965 and is presented only to students in secondary school JROTC and no recipient may receive it more than once. As of June 15, 1998, the U.S. Navy Sea Cadet Corps (NSCC) is no longer eligible to receive the SAR JROTC Bronze Medal. Instead, the NSCC should be supported by recognizing the outstanding NSCC cadet with the SAR Sea Cadet Medal (Bronze Good Citizenship Medal with Ribbon Bar).

The winner of each state-level society competition will be entered into the National JROTC Recognition program. The winning cadet at the national society level will receive his or her award at our annual SAR Congress. The award will be the National JROTC Medallion and an award of $5,000. The 2nd Place award is $2,000 and the 3rd Place award is $1,000. Two new award levels for 4th and 5th Place introduced for 2018-2019 are now at $500 each. For a complete set of rules, along with the application for both the applicant and the sponsoring SAR members, can be found below. Please be aware that the local application deadline dates may vary, so interested applicants should reach out to their local SAR Society contact listed below for further details.

**SAR 2024 CONGRESS PLANNING COMMITTEE**

The National Congress Planning Committee assists host state-level societies in planning ​current and future annual SAR Congresses​. The committee receives bids from societies for hosting future Congresses, reviews guidelines, and inspects Congress facilities. Each Fall Leadership Meeting, the committee members review and make a recommendation on future Congresses to the national trustees. The Congress Planning Committee is also responsible for registration and credentials for each Congress. Even though the State Society, PASSAR in our case, is sponsoring the 2024 Congress, PCC needs to have a chapter-level committee to recruit Compatriots and communicate plans through PASSAR to the local Philadelphia Continental Chapter.

**STUDENT / TEACHER COMMITTEE**

These awards are given to outstanding students of US history and to outstanding teachers of US history in the Chapter-wide area. These awards were inaugurated by the Philadelphia Continental Chapter. Subsequently, other Chapters have adopted the program. Again, many schools take part. As many as 70 high schools are solicited for candidates. Student winners receive the Chapters own Leadership Medallion, and teacher winners receive a gift certificate. The committee chairman is always in need of help to make the awards in the spring of each year.

**WEBMASTER COMMITTEE**

The chapter has a Webmaster works diligently to continually update and upgrade the chapter website. The chapter and the national websites are fonts of current as well as historical information. It is a good place to find out what is going on and check the chapter calendar for upcoming activities. The Webmaster depends on the other Committee Chairs and Officers of the Chapter to keep the website relevant and useful to the memberships and larger community.