



## Standing Committees 01 May 2021

***Note: All Committee Chairmen are responsible for keeping track of the activities of Committee members, providing monthly updates on Committee activities to the President, his designees and the Public Relations Committee. The latter will allow the Public Relations Committee to update the website, Facebook and other medium, as necessary.***

Committee Name	Committee Owner	Committee Description and Responsibilities
Membership	2 <sup>nd</sup> Vice President	The Committee shall be responsible for developing a program for continuing recruitment of prospective members; for assigning mentors to new members following their induction and for maintaining the mentors list.
Program and Public Relations	1 <sup>st</sup> Vice President	The committee shall be responsible for both the development and content of programs and Chapter sponsored events. This includes securing locations and necessary permissions, arranging for speakers, developing programs and scripts, soliciting and registering participation and arranges for the teleconferencing and recording of events. The Committee prepares and distributes news on Chapter activities to the membership, State and National Societies and the local news media. The Multimedia Committee which is listed in the Sub-Committees list shall assist in these efforts.
Audit		The Audit Committee shall consist of at least three members of the Board of Managers and will be responsible for certifying the results of the audit of Chapter financial records and such other audit actions as the Board of Managers may direct.
Constitution And Bylaws	President	<p>When required, the Committee is responsible for initiating changes to the Constitution and Bylaws that result from National or State Society or chapter action and commenting on suggested changes submitted by the membership. The Board of Managers will constitute the Membership of the Committee. The President shall serve as Chairman and Parliamentarian, moderate the discussion and the voting on proposed changes to the Constitution and Bylaws at BOM and chapter meetings.</p> <p>The Constitution and Bylaws are amended by two-thirds vote of the members present at any regular or special meeting of the chapter, provided a quorum of 10 members is present. The Chairman will submit proposed bylaw changes in writing to the Secretary prior regular or special meeting with at least 30 days' notice to the membership prior to a vote.</p>

Committee Name	Committee Owner	Committee Description and Responsibilities
Awards	3 <sup>rd</sup> Vice President	<p>The Awards Committee shall be responsible for development and execution of the Chapter's awards program. With the Chapter President and others, the Chairman ensures awards are presented on a timely basis, and ensures the information is passed to the Americanism Committee Chairman, the Chapter Treasurer and Secretary. A record of awards received by Chapter Compatriots will be maintained by the Awards Committee Chairman. This committee consists of the following subcommittees:</p> <ol style="list-style-type: none"> <li>Rumbaugh Orations</li> <li>Knight Essay</li> <li>Outstanding Student in American History</li> <li>ROTC/JROTC</li> <li>Eagle Scout</li> <li>Teacher of the Year</li> <li>Citizen of the Year</li> <li>Law Enforcement</li> <li>Fire and EMS</li> <li>Other award subcommittees as appointed by the President</li> </ol>
Nominating		<p>The Nominating Committee shall be responsible for identifying and presenting names of Chapter members considered to be qualified for Chapter office. The committee shall select and submit a slate of candidates for vacant offices to be voted on by the general membership at the annual meeting in November. The Chapter President shall appoint a Nominating Committee of not less than three Compatriots each year prior to the October regular meeting. Customarily, the composition of the committee consists of the Immediate Past President as the chairman and two Chapter Past Presidents.</p>

## Subcommittees

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Committee Name	Committee Description and Responsibilities
1774 Society	Supports the efforts to commemorate and promote the signers of the Fairfax Resolves, works with the Grave Committee to mark the graves of the signers of the Fairfax Resolves. The committee will assist the Program Committee Chairman with the annual commemoration of the 1774 signing of the Fairfax Resolves.
Americanism	Responsible for maintaining the Americanism Report and submitting updates as required by the chapter, state and national society, receives and incorporates Stark Report information provided by the Veteran's Affairs Committee.
C.A.R. Liaison	Coordinates the chapter's relationship and participation with the Children of the American Revolution. Submits a report to the Americanism Chairman as required. (Larry McKinley committee member)

Committee Name	Committee Description and Responsibilities
Citizen of the Year	Recognizes a member of our community with the Bronze Good Citizenship Medal or with VASSAR approval the Silver Good Citizenship Medal for their outstanding volunteerism and civic contributions
Color Guard	Responsible for the color guard activities at chapter events and maintaining a membership roster. Color Guard Commander will consolidate activities reported by Color Guard members for inclusion into the Annual Americanism Report. Activities will be consistent with the National and State Color Guard Handbooks.
DAR Liaison	Coordinates the chapter's relationship and participation with the Daughters of the American Revolution
Eagle Scout	Solicits submissions and selects the chapter winner for submission to VASSAR contest by December of each year. Participants must submit a two-page application form, four generation ancestry chart and a 500-word patriotic theme essay; Submits a report to the Americanism Chairman as required.
Elementary School	Coordinates poster contest for elementary school students (Grades 3-5).
Fire, EMS, and Heroism	<p>Committee works with Fairfax County, Loudoun County, Fairfax City Fire Departments to select individuals to receive the S.A.R. Fire Safety Commendation Medal, the EMS Commendation Medal and the Heroism Medal. Submits a report to the Americanism Chairman as required.</p> <ul style="list-style-type: none"> <li>• The Fire Safety medal recognizes an individual for accomplishments and/or outstanding contributions in an area of fire safety and service. The award is not limited to firefighters. A variety of fire safety and services personnel are eligible for this award.</li> <li>• The EMS medal recognizes an individual for accomplishments and/or outstanding contribution in an area of emergency medical services. The award is for paramedics and certified Emergency Medical Technicians and others in the emergency medical fields that have performed service beyond that normally expected.</li> <li>• Heroism medal recognizes outstanding bravery and self-sacrifice in the fact of imminent danger that is acts, which involve great personal courage and risk to the recipient.</li> <li>• Awards normally presented in October each year during National Fire Prevention Week.</li> </ul>
Flag Committee	Presents flag certificates to individuals, companies and government agencies that fly the United States flag for patriotic purposes only, coordinates annual flag disposal ceremony in Great Falls with the C.A.R. on Flag Day in June, distributes flag pins at historic events. Submits a report to the Americanism Chairman as required.
Graves	This committee coordinates the chapter's markings of Revolutionary War, 1774 Fairfax Resolves signers and Compatriot graves. Works with the Programs and Public Relations Committee and is responsible for the conduct of both patriot and compatriot grave marking activities and submits the necessary documentation to the Virginia and National Societies. Submits a report to the Americanism Chairman as required.

Committee Name	Committee Description and Responsibilities
Heroism and Life Saving (Civilian)	<p>Civilians, including SAR members, are eligible for the Heroism and Life Saving Medal. Fire, EMS, Heroism and Law Enforcement Chairman are responsible for awarding medals to first responders.</p> <ul style="list-style-type: none"> <li>• This Committee recognizes an individual with the S.A.R. Heroism Medal for outstanding bravery and self-sacrifice in the face of imminent danger, i.e., acts that involve great personal courage and risk to the recipient.</li> <li>• The Life Saving Commendation Medal is presented to individuals who have acted to save a human life without necessarily placing their own life or themselves in imminent danger.</li> <li>• The Chairman submits a report to the Americanism Chairman as required.</li> </ul>
Historic	<p>This Committee will work with the 1<sup>st</sup> Vice President, the Multimedia Committee, the 1771 Society and the Color Guard to arrange for, draft, produce and conduct the following events: Patriot's Day, Wayne's Crossing and the Anniversary of the Signing of the Fairfax Resolves and others as required.</p>
History Day	<p>Coordinates the chapter's participation as judges in the annual National History Day competition held for middle school and high school students in March of each year at Mt. Vernon High School. Participates with other S.A.R. chapter judges at the competition in selecting students who focus on Revolutionary War themes or persons to receive the Bronze Good Citizenship medal. Submits a report to the Americanism Chairman by as required.</p>
Knight Essay	<p>This committee coordinates our annual essay contest for high school students (Grades 9-12) providing scholarship awards. All submissions are due by December 31 each year with the winner selected for state submission by mid-January. The chair of this committee sends the submissions to committee members, who judge and rank the essays. Submits a report to the Americanism Chairman by 01 December as required.</p>
Law Enforcement	<p>Committee works through the Fairfax County, Fairfax City and Loudoun County to select two recipients each for the S.A.R. Law Enforcement medal. Recipients should be those who have served with distinction and devotion in the field of law enforcement. The medal is intended to recognize exceptional service or accomplishment in the field of law enforcement. Eligibility is not limited to peace officers but extends to the entire range of persons who make and enforce the law to include but not limited to peace officers, attorneys, judges, prosecutors and legislators who have performed an exceptional act or service beyond that normally expected. Submits a report to the Americanism Chairman as required.</p> <ul style="list-style-type: none"> <li>• Heroism medal recognizes outstanding bravery and self-sacrifice in the fact of imminent danger that is acts, which involve great personal courage and risk to the recipient.</li> </ul>
Middle School Brochure	<p>Coordinates brochure contest for middle school students (Grades 6-8). The permanent theme is "The Founding Documents of the United States." Committee solicits participants and selects the chapter winner for submission to VASSAR contest by May of each year. Judging is based upon content, creativity and correctness. Submits a report to the Americanism Chairman as required.</p>
Multimedia	<p>This Committee works with the 1<sup>st</sup> Vice President and the Programs and Public Relations Committee. The Committee manages the design and features of Chapter's media and social media activities including the Website, Facebook Site, Twitter account and newsletter. The Committee could include a photographer capable of taking both still and motion pictures, and Compatriots with knowledge of video communications platforms such as Zoom, Google Meets, Microsoft Teams, etc.</p>

Committee Name	Committee Description and Responsibilities
Outstanding History Student	This committee coordinates a partnership with seven area high schools and their respective American History departments to honor and recognize outstanding students in American history with a Bronze Good Citizenship Medal. Normally provided to schools in May and June of each year. The high schools include Washington & Lee, Yorktown, Wakefield, Woodlawn, Thomas Jefferson, Trinity Christian and Bishop O'Connell. Submits a report to the Americanism Chairman as required.
Poster	Permanent themes are "Revolutionary War Events" in school years ending in an even number and "Revolutionary War Persons" in school years ending in an odd number. Committee solicits participants and selects the chapter winner for submission to VASSAR contest by May of each year. Judging is based upon portrayal of the theme, originality, evidence of research, neatness, artistic merit and creativity. Submits a report to the Americanism Chairman as required.
PRS and PRS Bios	This committee is responsible for maintaining a record of all Patriot Research System (PRS) Biography submissions, the list should include the compatriot's name, date of submission, patriot's name and patriot's PRS number. The PRS Chairman will maintain a list of PRS Volunteers and assist them as needed with the updating of PRS files. The chairman will submit reports to the Americanism Chairman as required.
ROTC/JROTC	This committee works with high schools in May/June each year to recognize the outstanding cadets with bronze good citizenship medals. The high schools include but are not limited to Loudoun, Herndon, Chantilly and South Lakes. We have points of contact with the leaders of each program at those schools who select the cadets. We then attend a brief ceremony to present the medals. The chair or committee and chapter members can present the medals. This role primarily requires communication and coordination with the program leaders at the schools. Report activities to the Americanism Chairman as required.
Rumbaugh Oration	This committee coordinates our annual orations contest for high school students (Grades 9-12) providing scholarship awards. Held in January each year. Solicits participants from area high schools. Our chapter winner competes in VASSAR contest. Reports activities to the Americanism Chairman as required.
Teacher of the Year	Selects and recognizes the outstanding history teacher with the Bronze Good Citizenship Medal. The chapter winner of the award is submitted into VASSAR contest by December 31 <sup>st</sup> of each year. The award winner should represent a teacher whose instruction on the Revolutionary War era demonstrates exceptional educational efforts. Reports activities to the Americanism Chairman as required.
Veterans Affairs	This committee coordinates any activity performed by the chapter in support of veterans. The committee records veteran support activities in the Stark Report and provided Stark Report updates to the Chairman of the Americanism Report by 01 December or as needed. Past activities have included visiting veterans in military retirement homes, participating in Veteran's Day services, placing flags on Veteran's gravesites, welcoming World War II honor flights at the airport, clothing drives for various organizations like Am Vets, Disabled American Veterans, Purple Heart Foundation and Vietnam Veterans of America, collection of toiletries for distribution at the VA Hospital and fundraisers for Fisher House and Wounded Warrior Project. This committee is also responsible for recognizing chapter members with war or military service or medals.