# NATIONAL SOCIETY DAUGHTERS OF THE AMERICAN REVOLUTION

# National Information Packet (NIP)

## 2019

Revised February 2020

Document No. NIP-2019-1001
(0519-3000-PS)

**IMPORTANT INFORMATION**

Due to space and weight limitations, the complete version of the 2019 National Information Packet (NIP) is available in the DAR Members' Website at http://members.dar.org/publ_forms/?List=NIP. Since 2014, a supplement was mailed with changes only after the first year of the current administration, instead of reprinting the same material each year. If there is a change in Chapter Regent, please provide the incoming Regent a complete set of the NIP packet. Please check the website regularly since the forms will be updated online and they are available in writeable and saveable formats.

# TABLE OF CONTENTS

## NIP PART I — Recommendations from the Executive Officers and National Chairs

**Greetings and Message from the President General** ..... 1

**Executive Officers**

First Vice President General ..... 2
Chaplain General ..... 2
Recording Secretary General ..... 3
Corresponding Secretary General ..... 4
Organizing Secretary General ..... 5
Treasurer General ..... 7
Registrar General ..... 8
Historian General ..... 9
Librarian General ..... 11
Curator General ..... 11
Reporter General ..... 13
- *Founders Medals* ..... 13

**National Parliamentarian** ..... 13

**Committee Categories**

- ***Service Committees***

American Heritage ..... 14
American History ..... 21
American Indians ..... 22
Americanism ..... 23
Children of the American Revolution ..... 24
Commemorative Events ..... 24
Community Classroom ..... 25
- Educational Resources ..... 25

Community Service Awards ..... 26
Conservation ..... 27
Constitution Week ..... 28
DAR Good Citizens ..... 29
DAR Magazine ..... 29
DAR Museum Outreach ..... 30
DAR Project Patriot ..... 31
DAR Scholarship ..... 32
DAR School ..... 35

- ***Service Committees (continued)***
  - DAR Service For Veterans ..... 35
  - Historic Preservation ..... 36
    - DAR Historic Preservation Grants ..... 37
  - Junior American Citizens ..... 39
  - Literacy Promotion ..... 40
  - National Defense ..... 40
  - Service to America ..... 41
  - The Flag of the United States of America ..... 42
  - Women's Issues ..... 43

- ***Genealogy Committees***
  - *Research Assistance:*
    - America 250! Membership Task Force ..... 44
    - Lineage Research ..... 44
  - *Training, Chapter Assistance:*
    - Volunteer Genealogists ..... 45
  - *Records:*
    - DAR Genealogy Preservation ..... 46
    - Genealogical Records ..... 47
    - Patriot Records Project ..... 47

- ***Administrative Committees***
  - Bylaws ..... 47
  - Chapter Achievement Awards ..... 48
  - Chapter Development and Revitalization Commission ..... 49
  - Continental Congress ..... 50
  - DAR Leadership Training ..... 51
    - Members Course ..... 51
    - New Horizon Course ..... 51
  - Development ..... 51
  - Insignia ..... 52
  - Junior Membership ..... 53
  - Membership ..... 54
  - President General's Project ..... 56
  - Protocol ..... 57
  - Public Relations and Media ..... 57
  - Units Overseas ..... 58
  - Volunteer Information Specialists ..... 59

- ***Special Committee***
  - America 250! ..... 60
    - Our Patriots ..... 61

# NIP PART II — List of Executive Officers and Committee Forms

*The document (form) numbers are indicated across the title of each form for easy reference. You may access these forms from the DAR Members' Website at http://members.dar.org/publ_forms/?List=NIP.*

## NIP EXECUTIVE OFFICERS FORMS

**Chaplain General**

Instructions for Chapter Chaplains ..... CHG-1000
Chapter Chaplain's Report Form (Birthday Request and Necrology Report) ..... CHG-1003

**Corresponding Secretary General**

The DAR Store Order Form ..... CSG-1002

**Organizing Secretary General**

Chapter Officers Report Form ..... OSG-1001
Membership Change Form ..... OSG-1002
Chapter Dues and Fees Control Sheet (Remittance Form) ..... OSG-1003
Life Member and Life Member Pending Application ..... OSG-1004
NSDAR Life Member Status Guidelines ..... OSG-1005
Years of Membership Certificate Application Form ..... OSG-1006
Units Overseas Residence and Mailing Address Report Form ..... OSG-1015

**Treasurer General**

NSDAR State Treasurer's Master Report ..... TG-1000

**Registrar General**

Step by step instructions for completing DAR application papers ..... RGG-1000
Application Checklist ..... RGG-1006
Supplemental Application Checklist ..... RGG-1007

**Historian General**

List of firms authorized by the NSDAR to reproduce the DAR Insignia on historical and commemorative markers and on Member markers ..... HG-1001
Instructions concerning DAR Insignia to be used on official documents ..... HG-1002
Application and instructions for permission to place a DAR Insignia marker honoring a Revolutionary War soldier/patriot, wife or daughter or Real Daughter ..... HG-1005
DAR Member grave marker report form ..... HG-1008
Instructions for the DAR History Award Medal ..... HG-4002
Instructions for nominating a teacher for the 2018 NSDAR Outstanding Teacher of American History Contest and Official Application Form ..... HG-4000
Outstanding Teacher of American History Contest 2018 State and National Judging Sheet ..... HG-4003
DAR Chapter Property Agreement ..... HG-5000
Supplement information for Revolutionary War Soldier/Patriot wife, Daughter or Real Daughter ..... HG-6000
Procedure for granting permission to purchase DAR Insignia to mark Member graves ..... HG-7000
Permission for a DAR Member to obtain a DAR Insignia to be placed at a site on her interment ..... HG-7001
Application and instructions for permission to place a DAR historical or commemorative marker ..... HG-7002
NSDAR Excellence in American History Book Award, Nomination Guidelines and Official Application ..... HG-8000

**Librarian General**

Library Gift Approval and Donation Form ..... LG-1002
Instructions for Ordering Application Record Copies and Request for Record Copy Form ..... LGL-1000
Instructions for Ordering Online Record Copies ..... LGL-2000

**Reporter General**

Founders Medal Nomination Form and Checklist ..... RPG-FM-1000

# NIP COMMITTEE FORMS

**American Heritage**

American Heritage Contest Entry Form ..... AHE-1004
Women in the Art Recognition Award Application ..... AHE-1005
NSDAR Photo/Video Release Form ..... NSDAR-1000

**American History**

American History Essay Contest Information ..... AHC-1000
American History Essay Contest Guidelines for Judges ..... AHC-1001
American History Essay Contest Flier ..... AHC-1004
Christopher Columbus Essay Contest Information ..... AHC-1002
Christopher Columbus Contest Guidelines for Judges ..... AHC-1003
Christopher Columbus Contest Flier ..... AHC-1005

**American Indians**

American Indian Minutes ..... AI-1006

**Americanism**

DAR Medal of Honor—Instructions and Guidelines ..... ADMFC-1000
Recommendation for Award of DAR Medal of Honor ..... ADMFC-1001
DAR Medal of Honor Rating Sheet ..... ADMFC-1002
Americanism Medal—Instructions and Guidelines ..... ADMFC-2000
Recommendation for Award of DAR Americanism Medal ..... ADMFC-2001
Americanism Medal Rating Sheet ..... ADMFC-2002

**Chapter Achievement Awards**

Planning Guide ..... CAA-1001

**Community Service Awards**

Recommendation for Award in Community Service ..... CSA-1000

**Conservation**

Instructions for NSDAR Conservation Award ..... CON-1000
Recommendation for Presentation of NSDAR Conservation Award ..... CON-1001

**DAR Good Citizens**

Program and Scholarship Contest Program Overview ..... DGC-1000
Student Cover Sheet ..... DGC-1001
Scholarship Contest Instructions ..... DGC-1002
Scholarship Essay Instructions ..... DGC-1003
Chapter Chairs Instructions ..... DGC-1004
Chapter Chair's Order Form/Sample Letter for School Contacts ..... DGC-1005
Judge's Evaluation Form ..... DGC-1006

**DAR Magazine**

DAR Magazine Guidelines and Instructions ..... MAG-2001
Friends of American Spirit Gift Subscription Form ..... MAG-2000
American Spirit Subscription Contest Information ..... MAG-1008
Chapter Subscription (Long) Form ..... MAG-1003
Daughters Newsletter Advertising Media Kit ..... DNL-1000
Daughters Newsletter Chapter/State Advertising Agreement ..... DNL-1001
Daughters Newsletter Commercial Advertising Agreement ..... DNL-1002

**DAR Museum Outreach**

Correspondent Docent Program Requirements and Application ..... CG-2006
Correspondent Docent Program List ..... CG-3000
Correspondent Docent Annual Report Form ..... CG-3001
State Chair's Correspondent Docent Report Form ..... CG-3002
State Chair's Annual Report Form ..... CG-3004
National Division Vice Chairs Correspondent Docent Report Form ..... CG-3005

**DAR Scholarship**


Scholarship Checklist ..... SCH-1001
Scholarship Financial Need Form ..... SCH-1002
State Chair and Chapter Information Sheet ..... SCH-1003


**DAR Service for Veterans**


Award Nomination Form ..... DSFV-1001
General Instructions ..... DSFV-1009
Awards Information for Chapter Chairs ..... DSFV-1007
Award Judge's Form and Instructions ..... DSFV-1004
Contests Verification Form ..... DSFV-1005
Agreement and Understanding (Publicity Release Form) ..... DSFV-1006
VAVS Representative and Deputy Representative Recommendation Sheet ..... DSFV-1010
Judge's Evaluation Form ..... DSFV-1011


**Development**


2019 VanBuren Administration Donations and Contributions Form ..... DEV-1003


**Historic Preservation**


Instructions for DAR Historic Preservation Medal ..... HP-1000
Historic Preservation Medal Application ..... HP-1001
Historic Preservation Project Contest Application ..... HP-1002
Rating Sheet for Judges ..... HP-1003
Historic Sites and Property Report ..... HP-1004
Historic Preservation Project Contest Instructions ..... HP-1005
Historic Preservation Recognition Award Application ..... HP-1006
Application Checklist for Historic Preservation Recognition Award ..... HP-1008
Application Checklist for Historic Preservation Medal ..... HP-1009
DAR Historic Preservation Grants Application Instruction Sheet ..... HP-1010
DAR Historic Preservation Grant Application ..... HP-1011


**Insignia**


Placement of DAR Insignia and Pins on Official Ribbon ..... INS-1000
Sample Letter for Disposal of Insignia and Pins ..... OSG-3002


**Junior American Citizens**


General Information for DAR Members 2020 Theme ..... JAC-1001
Publicity, Scrapbook and Thatcher Award For DAR Members ..... JAC-1005
Information for Judges and Teachers/Leaders and Contest Entry Form ..... JAC-1007
JAC Contest Registration Form ..... JAC-1008
Contest Guidelines for Teachers/Leaders and Theme ..... JAC-1009
Contest Categories ..... JAC-1010
Cover Letter for Teachers and Leaders ..... JAC-1011


**Junior Membership**


Letter to Chapter Outstanding Junior Member ..... JM-1002
Rules for the Outstanding Junior Member Contest ..... JM-1003
Outstanding Junior Member Contest Application Form ..... JM-1005
Contest Information for Units Overseas Outstanding Junior Member Contest ..... JM-1007
Instructions for the Outstanding Junior Member Contest ..... JM-1008
National Vice Chair—Contest Notification Form ..... JM-1009
List of National Committees for the Purposes of the Outstanding Junior Member Contest ..... JM-1010


**Literacy Promotion**


Contest Information ..... LP-1000
Outstanding Service of a DAR Member/Chapter/State ..... LP-1004


**National Defense**


Distinguished Citizen Medal Nomination Form ..... ND-2004


**Women's Issues**


Women's Issues Essay Release Form ..... WI-1000


## NSDAR HEADQUARTERS


NSDAR Photo/Video Release Form ..... NSDAR-1000

# *Greetings and Message from the President General*

## Denise Doring VanBuren

Dear State and Chapter Regents,

In communities across the nation, Today's DAR is energized and relevant – and we welcome your enthusiastic leadership within our vibrant service organization! Please study this year's National Information Packet and identify those committees that will resonate best with your members and your community. Select several that will make a meaningful difference, plan exciting activities — and then be sure to use traditional and social media to promote your participation and the value of DAR membership so that the public can better appreciate our important work and our vitality.

Our *Rise and Shine for America* theme illustrates the dynamic underpinning of active engagement with DAR: "rise" up in service to your community and "shine" by telling the world about who we are, what we stand for and what we do to promote historic preservation, education and patriotism. Today's active (and prospective) members will only devote their time and talents to DAR if we, as our Society's elected leaders, give them a purpose and a passion. That starts with enthusiastic leadership on the chapter and state levels. Your members are counting on you to energize their combined efforts and camaraderie as committed, patriotic women who love America, her values and her institutions.

Before you get started, please note that there have been a few changes to existing committees, including the way that we informally group them into Service, Genealogy, Administrative and Special categories. Our Educational Resources Committee (which prepares lesson plans) has become a part of the Community Classroom Committee. Our popular membership enrichment courses have been moved to the DAR Leadership Training Committee, where you will now find the Member (formerly "New Member"), New Horizons and other worthwhile programs and courses.

One of the most significant changes involves focusing the former Special Projects Grants exclusively on Historic Preservation. This was done to reflect that several other funding sources exist to support education and patriotism, while there is no other Society mechanism for financially sponsoring historic preservation (which is not only a key part of our mission but also a highly visible facet of our work). The DAR Historic Preservation grants will now provide $250,000 annually across the nation, which is especially important on the eve of the 250th anniversary of the U.S.A.

In addition, we have established a new effort within our America 250! Committee called "Our Patriots." It will focus on celebrating the memory and the spirit of the men and women who achieved American independence, as we fulfill our foundational commitment to honor the Revolutionary generation and its democratic accomplishments.

In an effort to encourage volunteerism, incentivize public relations outreach, improve communication and recognize those chapters that help sustain our Society by assisting other chapters, SUBSTANTIAL changes have been made to the Chapter Achievement Awards form. Please note that sections have been moved and some titles have been changed. These are the first major changes to the CAA form in decades – please pay close attention when completing your chapter's edition.

Finally, three important requests:

- Be certain to plan a meaningful project as part of the National DAR Day of Service on or near October 11. Then be sure to publicly promote your involvement in order to illustrate the rewards and vitality of membership in our premier women's service organization.
- Plan now to attend Continental Congress each year. Every chapter should be represented at our annual conference, and every member should experience the thrill of Congress as often as possible. I guarantee it will recharge your commitment to DAR and our mission, which has never been more important to America's future.
- Members are the lifeblood of our Society. We have assembled tools, programs and volunteers to assist you in both retaining and attracting women to our important work. Let us commit to one another that we will strive for a 10-percent net increase in membership annually in order to reach our strategic goal of 250,000 members by 2033, the end of our America 250! decade-long observance. Ladies: we CAN do it!

Sincere thanks for stepping forward to assume a leadership role in DAR – we are grateful for your involvement, and we are counting on your passionate participation. Now: let's *Rise and Shine for America!*

Denise Doring VanBuren

Denise Doring VanBuren

# The VanBuren Administration
## 2019–2022

## RECOMMENDATIONS FROM THE EXECUTIVE OFFICERS AND THE NATIONAL CHAIRS

## EXECUTIVE OFFICERS

### FIRST VICE PRESIDENT GENERAL, Pamela Rouse Wright

*6218 Westheimer Road, Houston, TX 77057–4416, (713) 780–3785, dar@pamelawright.com*

The First Vice President General assists the President General as requested, serves as the Chair of the Human Resources Committee and oversees the Human Resources Department at our National Headquarters. She also serves as Executive Liaison to several DAR national committees.

The First Vice President General prepares all revisions of the DAR Handbook, which is a valuable resource for every DAR member but especially for chapter and state officers. It is printed once per administration and updated continuously online. The most up-to-date edition may be found at https://www.dar.org/sites/default/files/members/darnet/forms/DHB-1000.pdf. As procedures and information change frequently, members should consult the online version for the most current information regarding committees, policies and procedures. Copies are available for purchase from The DAR Store

*Additional Resources:*

- Visit the First Vice President General's Webpage: http://members.dar.org/execs/1vpg.cfm
- DAR Handbook and National Bylaws (DHB-1000): https://www.dar.org/sites/default/files/members/darnet/forms/DHB-1000.pdf
- DAR Store/Chapter Supplies: https://www.dar.org/dar-shopping/dar-online-store/awards-membership-office-supplies?page=4

---

### CHAPLAIN GENERAL, Pamela Petersen Bork

*2213 N 1400E Road, Thawville, IL 60968-9747, (815) 686–2365, pam82dar@maxwire.net*

The scripture selected by the President General for the 2019–2022 administration is: Matthew 5:16 "Let your light shine before others that they may see your good deeds and glorify your Father in heaven." May this scripture guide us as we do the work of our Society and *Rise and Shine for America.*

Chapter chaplains set the example of loving kindness as they extend themselves to contact those in need of comfort; celebrate in times of joy; and welcome new members.

**Instructions:**

**Member deaths:** *The chapter is responsible for reporting all deaths through eMembership*. For the deaths of current and past members of the National Board of Management, complete the Necrology Report section of the Chapter Chaplain's Report Form (CHG-1003) and include the national office held including dates of service and the name and address of family member(s) to be sent a note of condolence from the Chaplain General. The information is essential in order to ensure recognition of deceased current or past members of the National Board of Management during the Continental Congress Memorial Service.

**Birthday greetings:** The Chaplain General sends birthday greetings only to those who are celebrating 90th and 100th birthdays. (State and chapter chaplains are encouraged to send birthday greetings for those celebrating 91–99 years of age.) Requests for birthday greetings on the Chapter Chaplain's Report Form (CHG-1003) must be received by the Chaplain General on or before the tenth of the month preceding the member's birthday. (e.g. If a birthday is October 13, please send your request by September 10.) You may email the request. If no response is received from the Chaplain General, please email again. *Please send the Chaplain General immediate notification of a recently deceased member whose name is on the 90th or 100th birthday acknowledgement request list so that the name may be removed.*

**Chaplain supplies:** Supplies needed for state and chapter chaplains may be ordered from The DAR Store. These supplies include the note cards "Thinking of You" and "With Sincere Sympathy" as well as "Donor Memorial Cards." The Chapter Chaplain's Report Form (CHG-1003) may be downloaded from the DAR Members' Website. Please read the form and instructions very carefully. All existing copies of the *NSDAR Rituals and Missals* are available online in PDF format.

Special days of prayer: Public prayer and national days of prayer have a long-standing and significant history in American tradition. Days of prayer have been called for since 1775 when the Continental Congress designated a time for prayer in forming a new nation. The National Day of Prayer was established by an act of Congress in 1952. In 1988, the first Thursday of May each year was so designated. The NSDAR Day of Prayer is the Sunday closest to our founding date of October 11.

**Dates of Special Events:**

- National Day of Prayer ..... Thursday, May 7, 2020
- National Memorial Service ..... Sunday, June 28, 2020
- NSDAR Day of Prayer ..... Sunday, October 13, 2019

*Additional Resources:*

- Visit the Chaplain General's Webpage: http://members.dar.org/execs/chapgen.cfm
- Instructions for Chapter Chaplains (CHG-1000): https://www.dar.org/sites/default/files/members/darnet/forms/CHG-1000.PDF
- Chapter Chaplain's Report Form (CHG-1003): https://www.dar.org/sites/default/files/members/darnet/forms/CHG-1003.PDF
- Chaplain General's Supplies/The DAR Store: https://www.dar.org/dar-shopping/dar-online-store

---

## RECORDING SECRETARY GENERAL, Peggy Carney Troxell

*141 East King Street, Hillsborough, NC 27278–2570, (919) 880–7444, pctroxell@gmail.com*

In any organization the Recording Secretary plays a very important role as she is the keeper of the historical record of the chapter or state society and ensures the accuracy of the minutes. Once approved, the minutes become the legal record of the meetings. *Robert's Rules of Order Newly Revised* is the authority for the form of the minutes. Minutes need to include only what was done in the meeting (actions taken) and not what was said. The minutes should be written as soon as possible after the meeting to be precise and provide the most accurate record.

**A suggested outline for the minutes follows:**

A. The first paragraph should state:
   1. The type of meeting: regular, special, executive, or board of management;
   2. The name of the organization (state/chapter);
   3. The date, time and location of the meeting;
   4. That the Regent and Recording Secretary were present, or in their absence, the names of their substitutes;
   5. Whether the previous meeting's minutes were approved as read or distributed, or approved as corrected and the names of those approving the minutes, if a committee was appointed;
   6. The minutes should also indicate if a quorum was present, if voting occurred.

B. The body of the minutes should contain a separate paragraph for each subject and should include:
   1. All motions along with the name of the member making the motion, but not the name of the person who seconded the motion. If a motion or recommendation comes from a committee, it does not need a second;
   2. The final wording of the motion as adopted or disposed, and whether the motion was debated, amended, or temporarily disposed of, as well as any secondary motions;
   3. The disposition of each motion and any amendments to the motion that were pending, including whether the disposition was temporary;
   4. All points of order and appeals, whether sustained or lost, together with the reason given by the Regent for her ruling;
   5. When a count has been ordered or the vote is by ballot, the results of the vote should be recorded.

C. Officer and committee reports may be filed with the minutes, summarized by the Recording Secretary in the minutes, or, if ordered by the assembly, entered in full into the minutes.
D. The name and program topic of a guest speaker may be mentioned, but contents should not be summarized.
E. The last paragraph should state the hour of adjournment.

**NOTE:** While preparing the minutes, if there are any questions, work directly with the Regent who provides clarification. A copy of the minutes should be sent to the Regent immediately upon completion to assist in preparing the agenda for the next meeting. Once approved, the word "Approved" should be written on the minutes along with the Secretary's signature and date of approval. The words respectfully submitted are no longer necessary. At this point the minutes become a legal record for your chapter or state society.

The State Recording Secretary presents the recommendations from the executive board to the board of management and/or the state conference. The minutes book should be passed on to the new Recording Secretary after her election. A copy of all minutes should be given to the Regent who passes them onto her successor.

**Items needed by the Recording Secretary for each meeting:**

- Meeting agenda
- Minutes book
- Yearbook listing officers and chairmen
- Bylaws and standing rules-chapter, state and national
- *DAR Handbook and National Bylaws*, (a) online version if internet is available at the meeting location or (b) printed version supplemented with notations of any updates posted on the DAR Members' Website
- *Robert's Rules of Order Newly Revised*, latest edition
- The use of a recording device can be of great benefit when preparing the minutes.
- The use of motion cards is recommended for accuracy and is filed with the minutes.

**NOTE:** The online version of the *DAR Handbook and National Bylaws* is revised regularly to provide the most up-to-date information about the organization. The printed version, available from The DAR Store, is updated once every three years. A secretary preferring to use a printed copy should visit the DAR Members' Website and add notations of any changes to her printed copy.

*Additional Resources:*

- Visit the Recording Secretary General's Webpage: http://members.dar.org/execs/recsecg.cfm
- *DAR Handbook and National Bylaws* (DHB-1000) and most recently approved amendments: https://www.dar.org/sites/default/files/members/darnet/forms/DHB-1000.pdf, or printed version available from The DAR Store
- National Board of Management minutes: http://members.dar.org/publ_forms/?List=keywordsearch&MyKeyWordSearch=NBM+Minutes

---

## CORRESPONDING SECRETARY GENERAL, KATHRYN WALKER WEST

*1901 Pine Ridge Drive, Leavenworth, KS 66048–5420, (913) 306–0781, kwest@dar.org*

**S**upport the work of DAR. The DAR Store is your source for materials, publications, supplies and gift items needed by chapter officers, committee chairs and members. You will find merchandise which directly benefits the President General's Project, DAR Constitution Hall: The Next Act, as we *Rise and Shine for America* and for our national historic landmark.

**H**ow can you place an order? Shoppers are encouraged to visit The DAR Store or shop by telephone, fax, mail or online. The DAR Store Order Form (CSG-1002) is available on the DAR Members' Website. All purchases made through The DAR Store must be prepaid.

- Visit in person from 8:30 a.m. to 4 p.m. We are located in the lower level of the Administration Building. Our friendly staff will be glad to assist you.
- Mail orders must be accompanied by check or money order payable to the Treasurer General, NSDAR.
- Credit card orders with a $15 minimum using Visa, MasterCard, American Express or Discover card may be placed either by calling the toll-free number (888) 673-2732 or (202) 879-3217 between 8:30 a.m. and 3:30 p.m. eastern time or by faxing to number (202) 638-6793 at any time.
- The staff works quickly to ship your order but please allow 2-4 weeks for all deliveries.

**O**nline shopping is also available at The DAR Store from the DAR Members' Website. It is available when you want it, 24/7. Credit card orders will be processed using Visa or Mastercard with a $15 minimum order.

**P**roducts range from:

- President General Project gift items, the proceeds of which go to the project

- Chapter supplies such as certificates, the *DAR Handbook and National Bylaws*, the NSDAR Directory and this National Information Packet
- Membership supplies such as acid free paper for Applications and Supplementals and the *Today's DAR and You – Prospective Member Brochure*
- Flag Materials including customized DAR State and Chapter Banners and Flag Certificates
- Chaplain's supplies of Thinking of You cards and donor memorial cards
- Books including the *NSDAR Annual Report and Proceedings, Robert's Rules of Order*, and source guides for genealogists
- American History supplies including certificates and medals
- JAC Thatcher Award
- Citizenship welcome card
- Committee items such as Junior Membership items which benefit the Junior Membership Committee's Helen Pouch Fund; DAR School pin benefitting the DAR Schools; and the Unit's Overseas pin
- Constitution Week certificates and posters
- Bookmarks including the Preamble to the Constitution and Pledge of Allegiance
- DAR Youth Citizenship and ROTC Medals and certificates
- Gift items for speakers, friends and you!

*Additional Resources:*

- Visit the Corresponding Secretary General's Webpage: http://members.dar.org/execs/corrsecg.cfm
- The DAR Store Order Form online versions (CSG-1002): https://www.dar.org/sites/default/files/members/darnet/forms/CSG-1002.PDF

---

## ORGANIZING SECRETARY GENERAL, VIRGINIA SEBASTIAN STORAGE

*235 North Randolph Road, Fredericksburg, VA 22405–2927, (540) 207–5253, vstorage@dar.org*

The early members of NSDAR realized the Society would not grow unless they reached members in their own hometowns. Starting new chapters in unserved communities allowed women all over the country to become members and work to further our historic, educational and patriotic mission. In our quest to reach 250,000 by our Country's 250th anniversary, it is clear that we must follow the example set by our founding Daughters.

During the VanBuren Administration, states will be rewarded for organizing new chapters to meet the growing needs of our prospective and current membership—geographic, meeting time, meeting day, common interests—whatever those needs may be. In conjunction with the Membership Committee, the **DAR Membership Luminary Challenge** will recognize states at the following levels:

- **Shimmer State Annual Goal:** 2 percent increase of new chapters, 5 percent increase in new members, 3 percent or less in drops and resignations
- **Radiant State Annual Goal:** 5 percent increase of new chapters, 10 percent increase in new members, 2 percent or less in drops and resignations
- **Brilliant State Administration Goal:** 15 percent increase of new chapters, 25 percent increase in new members, 5 percent or less in drops and resignations

Top performing states will be recognized both annually and at the end of the administration. Please see a full description of the DAR Membership Luminary Challenge in the Membership Committee's NIP entry.

**HERE IS YOUR OPPORTUNITY TO RISE AND SHINE FOR OUR SOCIETY!** I encourage you to reach out to the communities in your states, identify those needs that are not being met and coordinate the organization of new chapters. The time is now, and this officer is here to assist you in any way possible.

The primary task of the Organizing Secretary General is to provide information and direction for chapters who want to stimulate and refresh their chapters or form new chapters. Help is also available from the Chapter Development and Revitalization Commission, Membership Committee, Lineage Research Committee, members of the National Board of Management, State Regents, State Organizing Secretaries and Volunteer Genealogists. Please call on these members for their expertise and knowledge. The Office of the Organizing Secretary General looks forward to working with you and is available if you need assistance at organizing@dar.org or (202) 879-3224.

The Office of the Organizing Secretary General assists existing chapters in a myriad of ways. The office is responsible for all chapter and membership services and is available to answer questions on weekdays. The office provides guidance for developing new chapters and for strengthening and maintaining existing ones.

**CHAPTER SERVICES** (*organizing@dar.org*): The office provides eMembership passwords for eligible national, state and chapter officers, and state chairs. It prepares for installation of incoming state regents and state vice regents, processes chapter charters, and verifies eligibility for new and used DAR insignia and pins.

**STATE OFFICER AND CHAIR LISTS:** These lists must be sent to this office immediately following election, appointment, or when changes occur. The state officer or chair changes should be emailed to the office using appropriate forms. This office also provides eMembership passwords for eligible state officers and chairs.

**CHAPTER OFFICER LISTS:** All officer changes must be reported to the Office of the Organizing Secretary General when they occur. Changes should be made using the "UPDATES" function in eMembership. ***If changes have been processed in e-membership or there are no changes, it is not necessary to submit an annual officer report form.***

**DAR PINS:** The Office of the Organizing Secretary General, as the repository for used DAR pins, authorizes the purchase of the official insignia, ancestor bars and riders, and pins for national officers, national chairs, chapter officers, and members. **The NSDAR does not purchase pins from the Internet, members, antique shops, etc.**

**MEMBERSHIP SERVICES:** The Office of the Organizing Secretary General is responsible for all membership changes including reinstatements, transfers, resignations, notice of deaths, length of service certificates, processing of annual national dues and receiving Continental Congress credentials and resignations.

**FORMS:** Forms for membership changes, chapter officer changes and reinstatements can be obtained from the DAR Members' Website http://members.dar.org. Membership changes should be emailed to organizing@dar.org.

**MEMBERSHIP TRANSFERS:** Transfers should be reported to the Office of the Organizing Secretary General by the receiving chapter. Please refer to the *DAR Handbook* (Chapter on Membership, Changes in Membership Status and Procedures, Transfer) concerning transfers that occur in the months of August through November.

**LIFE MEMBERSHIP:** The fee for life membership is $1,200. At age 65 or older, a member must pay the entire amount to become a Life Member. Before age 65, a member may become a Life Member Pending and is responsible for paying annual national dues until all requirements are met. An installment plan may be available for an additional convenience fee.

**LENGTH OF SERVICE CERTIFICATES:** Chapters are urged to honor their members' years of membership and service milestones to the National Society by presenting them with a length of service certificate. Certificates are issues for 10, 20, 25, 30, 40, 50, 60, 65, 70 and 75 years and may be ordered from the Office of the Organizing Secretary for $10 each.

**IMPORTANT REMINDERS:**

1. **ANNUAL DUES must be sent to the Office of the Organizing Secretary General showing a federal postal service or other carrier cancellation date no later than December 1. Online dues payments must be received no later than December 1.** Early payment of dues is appreciated.
2. **THE CREDENTIALS packet for the 129th Continental Congress** is mailed by the Office of the Organizing Secretary General in February. Credentials must be returned to this office **postmarked no later than April 15, 2020**.

*Additional Resources:*

- Visit the Organizing Secretary General's Webpage: http://members.dar.org/execs/orgsecg.cfm
- Chapter Officers Report Form (OSG-1001): https://www.dar.org/sites/default/files/members/darnet/forms/OSG-1001.PDF
- Membership Change Form (OSG-1002): https://www.dar.org/sites/default/files/members/darnet/forms/OSG-1002.PDF
- Annual Report of State Officers (OSG-1000): https://www.dar.org/sites/default/files/members/darnet/forms/OSG-CS-1000.PDF
- Chapter Dues and Fees Control Sheet (OSG-1003): https://www.dar.org/sites/default/files/members/darnet/forms/OSG-1003.PDF
- Years of Membership Certificate Application Form (OSG-1006): https://www.dar.org/sites/default/files/members/darnet/forms/OSG-1006.PDF
- Chapter Regent's Manual and Parliamentary Procedure Guide (OSG-4000): https://www.dar.org/sites/default/files/members/darnet/forms/OSG-4000.pdf
- Official Statement of Policy Regarding DAR Insignia: https://www.dar.org/members/committees/special-committees/insignia/dar-official-insignia
- Life Member and Life Member Pending Application (OSG-1004): https://www.dar.org/sites/default/files/members/darnet/forms/OSG-1004.pdf
- Life Member Status Guidelines (OSG-1005): https://www.dar.org/sites/default/files/members/darnet/forms/OSG-1005.PDF
- Membership Interest Form (PR-MIF-1000): https://www.dar.org/sites/default/files/members/darnet/forms/PR-MIF-1000.PDF
- Model for Chapter Bylaws (OSG-3000): https://www.dar.org/members/forms-publication-category/org
- Sample Chapter Disbandment Letter (OSG-1009): https://www.dar.org/sites/default/files/members/darnet/forms/OSG-1009.PDF
- Sample Chapter Location Change Letter (OSG-1012): https://www.dar.org/sites/default/files/members/darnet/forms/OSG-1012.PDF
- Sample Chapter Merge Letter (OSG-1010): https://www.dar.org/sites/default/files/members/darnet/forms/OSG-1010.PDF
- Sample Chapter Merge Ballot (OSG-1011): https://www.dar.org/sites/default/files/members/darnet/forms/OSG-1011.PDF
- Units Overseas Residence and Mailing Address Report Form (OSG-1015): https://www.dar.org/sites/default/files/members/darnet/forms/OSG-1015.PDF
- Repository of Used DAR Pins (OSG-1014): https://www.dar.org/sites/default/files/members/darnet/forms/OSG-1014.PDF

- *DAR Handbook and National Bylaws* (DHB-1000): https://www.dar.org/sites/default/files/members/darnet/forms/DHB-1000.PDF
- The DAR Store: https://www.dar.org/dar-shopping/dar-online-store

---

## TREASURER GENERAL, DAWN CRUMLY LEMONGELLO

*11860 Sanbourn Court, West Palm Beach, FL 33412-1600, (561) 351-1136, dlemongello@dar.org*

Welcome to new State and Chapter Treasurers and a sincere appreciation to those of you continuing to serve in your office! The Treasurer General and staff look forward to working with each of you as we all work to *Rise and Shine for America*! Should you have a question not answered in the resource material listed below, please feel free to contact our office. Please carefully read and use the "Guide for Chapter and State Treasurers" available on the DAR Members' Website. In addition, please check out additional resources relating to Treasurer duties by going to the DAR Members' Website, Member Resources, Executive Offices and National Board of Management, Treasurer General and clicking on the "financial resource area" under State and Chapter Finances.

**Chapter Treasurers are reminded:**

- There are two options for paying National dues on time. You may continue to send them to the Office of the Organizing Secretary General with a check payable to the Treasurer General or you may pay them online as a Chapter Direct Payment. Please do not wait until the last minute to sign up for Chapter Direct Payments. **The deadline for signing up for Chapter Direct Payments is October 26 to meet the December 1 dues payment deadline.** There is a one-time $0.50 fee charge for setting up the account.
- Use the Online Chapter Dues Invoicer. If you have questions, please review the process by viewing the Online Chapter Dues Invoicer webinar which has a link from the Treasurer General's Webpage. Remember, annual dues must be received via Chapter Direct Payments or sent **postmarked on or before December 1**.
- To avoid last minute stresses of questions or problems in completing the process regarding membership changes or delivery issues, please plan to complete and mail before the Thanksgiving holidays. Send a separate form, the Dues Remittance and Reinstatement Form (OSG-1003), for any late receipts rather than delay mailing the entire list which results in unnecessary follow-ups and queries regarding the receipt and posting of dues. This form is posted under the Office of the Organizing Secretary General. Late receipts may NOT be paid using Chapter Direct Payment.
- Checks and the remittance form for dues remitted AFTER December 1 should be sent promptly to avoid having the member dropped for nonpayment. Late dues may only be paid by check. Chapter Direct Payment of late dues is not available.
- Individual and chapter contributions using the DEV-1003 form should be sent directly to the NSDAR Office of Development. It is not necessary to send them through your State Treasurer.
- When sending contributions to your State Treasurer, be sure to observe the date she establishes for receipt to ensure NSDAR Headquarters processes your chapter contributions in the same month. Use only the current year form provided by your State Treasurer and keep copies for your records.
- Please discard all old blank forms.
- Review chapter donations carefully for optimum Chapter Achievement Award (CAA) points. Please refer to the letter from the Chapter Achievement Awards Chair for specific information.
- Forward a copy of the audited/reviewed Annual Treasurer's Report to your State Treasurer or her appointed recipient. If you need assistance, sample forms are available on the DAR Members' Website to aid in preparing financial statements and audit reports. Your State Treasurer may have a preferred format.
- Each Chapter Treasurer must file IRS tax forms annually, regardless of the income level. This is essential in maintaining our group tax exemption. See the information below under IRS filings. Contact your State Treasurer with any questions.

**State Treasurers are reminded:**

- Develop a new remittance form to be used by Chapter Treasurers for sending state dues and contributions to you as State Treasurer. Use the 2019 NSDAR State Treasurer's Master Report (TG-1000) and the CAA 2019 goals and objectives as a guide. Review the 2019 form carefully as there are updates and changes which could be overlooked causing a loss in CAA points.
- Establish and communicate a monthly cutoff date to Chapter Treasurers for you to receive chapter contributions so you can prepare the NSDAR State Treasurer's Master Report and forward funds so that they may be recorded in the same month as received. This must arrive in the Office of the Treasurer General **BEFORE the 25th of each month**.
- Just as you need a copy of each chapter's annual financial report, the National Society requires that you send a copy of your state's audited/reviewed Annual Treasurer's Report and a copy of your Form 990 tax return to the Office of the Treasurer General annually as soon as it is complete.

- Request a copy of the annual IRS filings from each chapter to alleviate chapter neglect of this critical issue. Follow up and work with chapters to be sure this obligation is fulfilled.

**IRS filings—Chapter and State Treasurers:**

- Essential to our continued tax exempt status is the timely filing of annual information to the IRS by each chapter and each state organization.
- Each chapter must file the Form 990-N, an online report, if gross revenues are normally less than $50,000. To determine normally, go to Instructions for Form 990 Return of Organization Exempt from Income Tax on the IRS Website: https://www.irs.gov/pub/irs-pdf/i990.pdf
- Organizations with gross revenues normally above $50,000 are required to file an annual information return on Form 990 or Form 990EZ.
- All filings are due no later than the 15th day of the 5th month following the end of your fiscal year. If necessary, application for extension of time to file, Form 8868, may be requested. Information may be found on the IRS Website http://irs.gov/charities-&-Non-Profits.

**Resources:**

The Office of the Treasurer General has created a comprehensive Financial Resource Area on the DAR Members' Website: http://members.dar.org/execs/treasg.cfm. It includes valuable resources available to Chapter and State Treasurers including forms and instructions.

The "Guide for Chapter and State Treasurers" is updated on the website as necessary and should be reviewed regularly. This guide contains general guidance, information on remittances, dues, reports, calendar and much more. There are detailed sections on chapter and state internal finances, conflict of interest information, contributions to and by non-profits and relations with the IRS. There are also links to specific forms posted on the forms and publications page for the President General's Project, donations and contributions, State Treasurer's report, application form for eMembership access and chapter achievement, as well as links to leadership training webinars, eMembership.

Use of the eMembership Website is essential for Chapter and State Treasurers. This site provides membership reports, members' information, magazine subscription data, Chapter Master Report (CMR) and much more. Eligible individuals may obtain their login and password to the website from the Office of the Organizing Secretary General. It is important to send officer updates promptly to that office via email.

*Additional Resources:*

- Treasurer General's Webpage with links to financial resources area: http://members.dar.org/execs/treasg.cfm
- Organizing Secretary General's Webpage: http://members.dar.org/execs/orgsecg.cfm
- National Information Packet (NIP) 2019: http://members.dar.org/publ_forms/?List=NIP
- Dues Remittance and Reinstatement Form (OSG-1003): https://www.dar.org/sites/default/files/members/darnet/forms/OSG-1003.PDF
- Guide for Chapter and State Treasurers (TG-3000): https://www.dar.org/sites/default/files/members/darnet/forms/TG-3000.PDF
- State Treasurer's Master Report (TG-1000): https://www.dar.org/sites/default/files/members/darnet/forms/TG-1000.PDF
- President General's Project Collection Form (TG-1006): https://www.dar.org/sites/default/files/members/darnet/forms/TG-1006.PDF
- Application for e-Membership Access (TG-2002): https://www.dar.org/sites/default/files/members/darnet/forms/TG-2002.PDF

---

## REGISTRAR GENERAL, Patsy (Pat) Miller McFall

*2212 Brookwood Drive, Edmond, OK 73034-4843, (405) 844–8824, prmcfall@aol.com*

Ladies: the Office of Registrar General is here to serve you! Together we will *Rise and Shine for America* though the preparation of outstanding DAR Applications. These are exciting times, and we have a clear goal to reach 250,000 members by 2033. We can do our share in the three years of the VanBuren Administration, and we should aim for a 10-percent net increase in membership at every level. We are a team, and this office is pleased to be a part of the team effort that will reach our Society's goals.

It is important to submit well-prepared, accurate Applications. This increases efficiency for staff and ensures faster approval. Chapters are encouraged to work toward the target of receiving fewer than 10 percent of "AIRs" (Additional Information Required letters) for all submissions. The good news is that a wealth of information is available on the "Applications/Supplementals" section of the DAR Members' Website to help prepare your chapter's Applications, as well as on the Registrar General's page of the DAR Members' Website.

**Updates from the Office of the Registrar General:**

- Every Chapter Registrar now has Image Access, which allows her to view proof/source documents on eMembership. Explore https://emembership.dar.org/DAR/DAR_Research2014/support/image%20access%20video/image%20access%20video.html to learn how this tool can help you to better prepare Applications.
- All new member and supplemental Applications must be submitted using the most current version of the Application form. The form can be downloaded at http://members.dar.org/apps/. It can also be emailed from the eMembership site on your eMembership Member Management Page by clicking on the top, right button titled, "Links."
- We will continue to operate the successful America 250! Membership Task Force for assistance with those hard-to-answer inquiries/issues; contact them at 250TaskForce@nsdar.org, and a volunteer will be assigned to help you. The Task Force has more than 300 volunteers standing by to help you. Help is just a click away!
- The Application Help Desk was established to help the Chapter Registrar complete a successful Application every time. Contact the task force at Apphelp@nsdar.org if you have questions.
- Y-DNA results may be submitted as part of your analysis of the evidence for connecting an established ancestor to his son (new child). Prior to submitting Y-DNA evidence, carefully read all materials found at https://www.dar.org/national-society/genealogy/dna-and-dar-Applications. Members are encouraged to register for GEP 4, "DNA and the DAR", at http://daronline classes.mrooms.net/.
- Applicants whose papers have been verified by the Office of the Registrar General are now admitted to membership on the 5th day of each month by an electronic vote of the National Board of Management. For applicants to be admitted on the 5th day of the month, their Applications must have been verified by noon on the last day of the previous month. Please allow one week for the new member Applications to be uploaded in eMembership.
- The "NSDAR Genealogy Guidelines" has been revised; it is a very valuable tool that combines the four previous publications of the Office of the Registrar General into one volume. It is available at http://www.dar.org/sites/default/files/members/darnet/forms/RGG-4000.PDF.
- If you are having difficulty, please invite members of your state's Chapter Development and Revitalization Commission to present "Application Basics" or other workshops designed to sharpen your chapter's Application skills. It will take a TEAM effort at all levels to improve your "AIR" rate, and each chapter should strive for at least two individuals capable of completing Applications. Be a TEAM player and watch your verification rate soar.

*Additional Resources:*

- Visit the Registrar General's Webpage: http://members.dar.org/execs/regg.cfm
- Visit the America 250! Committee: www.dar.org/America250Committee
- Step by Step Instructions for Completing DAR Applications Papers (RGG-1000): http://www.dar.org/sites/default/files/members/darnet/forms/RGG-1000.PDF
- Application Checklist (RGG-1006): http://www.dar.org/sites/default/files/members/darnet/forms/RGG-1006.PDF
- Supplemental Application Checklist (RGG-1007): http://www.dar.org/sites/default/files/members/darnet/forms/RGG-1007.PDF
- DAR Worksheet/Documentation Checklist (RGG-LRC-1000): http://www.dar.org/sites/default/files/members/darnet/forms/RGG-LRC-1000.PDF
- Genealogy Worksheet (RGG-WP-1001): http://www.dar.org/sites/default/files/members/darnet/forms/RGG-WP-1001.PDF
- Pedigree Chart (RGG-WP-1003): http://www.dar.org/sites/default/files/members/darnet/forms/RGG-WP-1003.PDF
- Request for Membership Certificate (RSG-1000-RGG): http://www.dar.org/sites/default/files/members/darnet/forms/RSG-1000-RGG.PDF
- Request for Supplemental Certificate (RGG-WP-1004): http://www.dar.org/sites/default/files/members/darnet/forms/RGG-WP-1004.PDF
- DAR Application PDF for Macintosh and Windows: https://members.dar.org/apps/software/default.cfm?
- Hot Tips from Lineage Research Committee (RGG-WP-1002): http://www.dar.org/sites/default/files/members/darnet/forms/RGG-WP-1002.PDF
- DAR Genealogy Guidelines: http://www.dar.org/sites/default/files/members/darnet/forms/RGG-4000.PDF

---

## HISTORIAN GENERAL, Laura McCrillis Kessler

*Post Office Box 1018, Newport, NH 03773-1018, (603)381-3416, lkessler@dar.org*

Encouraging interest in American history; honoring United States citizens who have contributed in a significant way to the study and promotion of American history; and informing the public about noteworthy historic sites are all ways in which the Historian General's Office works with chapters and states.

State and Chapter Historians and members are encouraged to honor outstanding achievement in the study and promotion of American history; commemorate important historical buildings and sites; mark the graves of Revolutionary War Patriots, wives, daughters and Real Daughters; maintain the manuscript, rare imprint and archival collections at NSDAR Headquarters;

honor outstanding achievements in historic preservation; and recognize outstanding teachers of American history. To help accomplish these goals, please review resources available in the DAR Handbook and on the DAR Members' Website at http://members.dar.org/execs/histg.cfm.

New in this administration is an emphasis on "Our Patriots," as part of the America 250! Committee's work, which we hope will raise the visibility of, and appreciation for, the men and women who achieved American independence. Chapters are encouraged to seek out opportunities to honor Our Patriots in their communities, within their meetings and via social media.

**Collections**

- The Office of the Historian General maintains the Americana Collection, the NSDAR Archives and the DAR Historical Research Library. Financial donations to these collections are welcomed and enable the purchase of meaningful documents and/or archival supplies and equipment to preserve the collections. Donations of manuscripts, books and other items are appreciated. Please consult the office before making any donation to determine the suitability of the item for the collection.
- A PowerPoint presentation about the Americana Collection highlights early American manuscripts and imprints. Write the Office of the Historian General or email historian@dar.org to reserve this program for chapter use.
- Chapters and state societies are strongly encouraged to preserve their official records in a safe and appropriate location. A suggested DAR Chapter Property Agreement form is available on the DAR Members' Website. When completed it will provide a file of what records your chapter maintains, where they are located, and who is responsible for them. The completed form should remain a permanent part of the Regent's file.
- Additional information, forms and instruction sheets are available on the DAR Members' Website at http://members.dar.org/publ_forms/?List=hist.

**Awards**

Four award programs help your chapter honor outstanding men and women who have contributed to the study and promotion of American history: the Outstanding Teacher of American History Contest; the DAR History Award Medal; the NSDAR Excellence in American History Book Award; and the NSDAR Excellence in American History Children's Book Award.

- **The Outstanding Teacher of American History Contest** honors full-time teachers of American history or related fields for grades 5–12. The application form and instruction sheet are available on the DAR Members' Website.
- **The DAR History Award Medal** honors an individual or group whose study and promotion of American history on the state, regional, or national level has significantly advanced the understanding of America's past. The criteria for this award are strict. Nominees must demonstrate significant contributions beyond those required for any paid employment. Not all nominations will be successful.
- **The NSDAR Excellence in American History Book Award** recognizes distinguished literary work of historical non-fiction or biographies. The focus of the book must be on American History from the Early Colonial Period (1607) through the Federalist Period (1801). The award is administered by the Office of the Historian General and awarded at the national level only. Nomination guidelines and official application are available on the DAR Members' Website.
- **The NSDAR Excellence in American History Children's Book Award** recognizes distinguished literary works of historical non-fiction or biographies for which children are the main audience (persons of ages up to and including fourteen). The focus of the book must be on American History from the Early Colonial Period (1607) through the Federalist Period (1801). The award is administered by the Office of the Historian General and awarded at the national level only. Nomination guidelines and official application are available on the DAR Members' Website.

**Markers**

This office grants approval of, and permission for, markers for graves of Revolutionary War Patriots, wives, daughters and Real Daughters and for historical or commemorative markers. Full documentation is required for each statement requested in a marker's text. The office reviews the text of each marker in detail to determine its historical accuracy. Any statement that cannot be verified will not be approved for inclusion in the marker text. Please allow at least six months for this process to be completed. Instruction sheets and application forms are available in Part II of the NIP and on the DAR Members' Website at http://members.dar.org/publ_forms/?List=hist.

*Additional Resources:*

- Visit the Historian General's Web page: http://members.dar.org/execs/histg.cfm.
- Procedure for Granting Permission to Purchase DAR Insignia to Mark Member Graves (HG-7000): http://www.dar.org/sites/default/files/members/darnet/forms/HG-7000.PDF
- Permission for a DAR Member to Obtain a DAR Insignia to be Placed at Site of Her Interment (HG-7001): http://www.dar.org/sites/default/files/members/darnet/forms/HG-7001.PDF

- Revised List of Firms Authorized by the NSDAR to Reproduce the DAR Insignia on Historical and Commemorative Markers and on Member Markers (HG-1001): http://www.dar.org/sites/default/files/members/darnet/forms/HG-1001.PDF
- DAR Member Grave Marker Report Form (HG-1008): http://www.dar.org/sites/default/files/members/darnet/forms/HG-1008.PDF
- Application and Instructions for Permission to Place a DAR Historical or Commemorative Marker (HG-7002): http://www.dar.org/sites/default/files/members/darnet/forms/HG-7002.PDF
- DAR Chapter Property Agreement (HG-5000): http://www.dar.org/sites/default/files/members/darnet/forms/HG-5000.PDF
- Application and Instructions for Permission to Place a DAR Insignia Marker or a government headstone Honoring a Revolutionary War Soldier/Patriot, Wife, Daughter, or Real Daughter (HG-1005): http://www.dar.org/sites/default/files/members/darnet/forms/HG-1005.PDF
- Instructions and Official Application for Nominating a Teacher for the NSDAR Outstanding Teacher of American History Contest (HG-4000): http://www.dar.org/sites/default/files/members/darnet/forms/HG-4000.PDF
- Instructions for the DAR History Award Medal (HG-4002): http://www.dar.org/sites/default/files/members/darnet/forms/HG-4002.PDF
- NSDAR Excellence in American History Book Award, Nomination Guidelines and Official Application (HG-8000): http://www.dar.org/sites/default/files/members/darnet/forms/HG-8000.PDF

---

## LIBRARIAN GENERAL, Cynthia Brown Sweeney

*132 Andrews Trace, Butler, PA 16001-8350, (724) 283-5710, cyndyb32@gmail.com*

Today's Daughters are taking the opportunity to *Rise and Shine for Ameria* by using the many digital resources that are readily available. The DAR Library is making our unique materials available to our chapter registrars and lineage researchers online. Daughters are encouraged to discover resources for the library through the "Wish List" and donate them to our collection. Projects that will move resources to digital formats are always needed. Donations provided by Daughters, individually or by chapter, fund projects that increase the availability of the library's unique and copy-right free resources.

Daughters are invited to make use of the DAR Library's Gift Approval and Donation Form (LG-1002) verify that the library needs a specific book or publication. Daughters who know of new materials, which are significant, should seek permission to donate directly to the DAR Library. By purchasing the book once permission is granted, Daughters have eliminated a great deal of paperwork for the staff.

The Patriot Records Project is an ongoing project to collect unique Patriot records. Countless hours of indexing done by DAR member volunteers have made this collection possible and will continue finding and identifying Revolutionary War Patriots.

The Genealogical Records Committee continues to accept records to add to our special collections. The GRC Indexing Project is a crucial aspect of the NSDAR and the DAR Library and offers access to records that may not exist in other collections.

The support of all Daughters is critical to the ongoing success of the DAR Library.

*Additional Resources:*

- Library Gift Approval and Donation Form (LG-1002): http://www.dar.org/sites/default/files/members/darnet/forms/LG-1002.PDF
- Instructions and Request Form for Ordering Application Record Copies (LGL-1000): http://www.dar.org/sites/default/files/members/darnet/forms/LGL-1000.PDF
- Instructions for Ordering Online Record Copies (LGL-2000): http://www.dar.org/sites/default/files/members/darnet/forms/LGL-2000.PDF
- Instructions for Copying Source Records and Their Preparation for Library Use (LG-GRC-WP-2000): http://www.dar.org/sites/default/files/members/darnet/forms/LG-GRC-WP-2000.PDF
- NSDAR Library Master Every Name Index (LG-GRC-WP-2001): http://www.dar.org/sites/default/files/members/darnet/forms/LG-GRC-WP-2001.PDF

---

## CURATOR GENERAL, Janet Looney Whittington

*P.O. Box 159, Bentonia, MS 39040-0159, (662) 571-4663, whittingtonjanet@bellsouth.net*

As we begin the VanBuren Administration, your DAR Museum is poised to *Rise and Shine for America*. Both technologically advanced and aesthetically beautiful, this vital part of the NSDAR's total program of historic preservation, education and patriotism is truly a ray of sunshine among the many exhibits available to be viewed in the federal district. The focus of our museum, described by its mission statement as "collecting, preserving, exhibiting and interpreting the material culture and social history of pre-industrial America" is unique in the Washington area.

The DAR Museum is home to one of the finest collections of American decorative arts in the country. Our collection of more than 33,000 items includes toys and dolls, costume, textiles and needlework (especially quilts and samplers), glass, ceramics, silver, base metals, furniture, paintings and scientific and medical instruments (especially clocks). This collection is housed and interpreted in 31 period rooms and three galleries over four levels in Memorial Continental Hall. Each period room presents a vignette of American home decor in a specific time and place. The careful presentation of these rooms provides not only information about the objects within, but also gives the visitor a unique perspective on American life. The Museum galleries also have been planned carefully to provide a wide range of types of display and study areas that showcase our collection. You can be tremendously proud of recent renovations in the main gallery, which help make us state-of-the-art.

Our professional staff manages the museum, providing a framework for acquisition, conservation and interpretation that has earned the DAR Museum accreditation from the highly respected American Alliance of Museums. Visitors from across the country and around the world enjoy our exhibits each year. They can explore our halls at leisure, or enjoy a tour led by one of our dedicated DAR Museum docents. These highly trained volunteers enrich the museum experience through their extensive knowledge of the objects and meaning of our collection. Across the country, DAR Museum Correspondent Docents provide valuable outreach for our museum, speaking to DAR chapters and members of the public alike.

From the Museum's inception, the generosity of Daughters has been vital to its success. Many of the first items added to the Museum were donated by DAR members from their family treasures. This tradition of support is no less important today. Seventy-five percent of the objects in the DAR Museum collection have been given by members.

The DAR Museum collects decorative arts made or used in this country prior to 1850. Toys (dating prior to 1890) and jewelry and costumes (dating prior to 1930) are also collected. Eligible items are of particular interest when accompanied by family histories. Due to space considerations, the DAR Museum unfortunately cannot accept every item offered as a gift. The DAR Museum Director and the DAR Museum staff are available to discuss potential donations; contact them at (202) 879-3241 or museum@dar.org.

There are also opportunities for financial support. The Museum Keeper Fund accepts contributions of any amount to be used for the acquisition of a significant artifact during each administration. A one-time donation of $500 will permit the donor to purchase the elegant DAR Museum Keeper pin from Hamilton Jewelers. Donations to the Friends of the DAR Museum fund support many of the Museum's initiatives, including educational outreach and programming. While all donations are gratefully accepted, a one-time donation of $200 is required to purchase the Friends pin. Donations to the Adopt-an-Object fund ensure the preservation of DAR Museum's collection so future generations will continue to enjoy our beautiful objects. A one-time contribution of $100 is required to purchase the Adopt-an-Object pin, and the list of available objects is listed on-line.

The Curator General's Forms site makes additional information available for you and your chapter. Print and share these valuable information resources:

- Adopt-an-Object List
- Collecting Policy and Wish List
- Correspondent Docent Application Form
- DAR Museum Internship Application
- Donations and Contributions for Special Committees and Funds
- Gift shop Mail-in Order Form
- Give-a-Book List

The entire DAR Museum, including staff, docents, correspondent docents and your Curator General, encourage you to take advantage of the wealth of educational information available at the DAR Museum website at www.dar.org/museum. Consider how you and your chapter could contribute to the future of your museum. You can help ensure the DAR Museum continues to *Rise and Shine for America*.

*Additional Resources:*

- Visit the Curator General's Webpage: http://members.dar.org/execs/curatorg.cfm
- DAR Museum Outreach Webpage: http://members.dar.org/committees/museum/index.htm
- Giving to the DAR Museum Brochure (CG-1004): http://www.dar.org/sites/default/files/members/darnet/forms/CG-1004.PDF
- Collecting Policy and Wish List (CG-2001): http://www.dar.org/sites/default/files/members/darnet/forms/CG-2001.PDF
- Adopt-an-Object Wish List (CG-2002): http://www.dar.org/sites/default/files/members/darnet/forms/CG-2002.PDF
- Period Room Tours: http://www.dar.org/museum/room_tour.cfm
- Museum Shop: http://www.dar.org/dar-shopping/dar-online-store/museum-shop
- Donating to the Museum: http://www.dar.org/giving/support-special-iniative/special-gift-opportunities#musfriend
- Give-a-Book to the DAR Museum (CG-2003): http://www.dar.org/sites/default/files/members/darnet/forms/CG-2003.PDF *and* http://www.dar.org/giving/dar-wishlist/books-and-resources
- Summer Camp Brochure (CG-2009): http://www.dar.org/sites/default/files/members/darnet/forms/CG-2009.PDF

- Correspondent Docent Programs (CG-3000): http://www.dar.org/sites/default/files/members/darnet/forms/CG-3000.PDF
- Correspondent Docent Requirements and Application (CG-2006): http://www.dar.org/sites/default/files/members/darnet/forms/CG-2006.PDF
- Donations and Contributions Form (DEV-1003): http://www.dar.org/sites/default/files/members/darnet/forms/DEV-1003.PDF

---

## REPORTER GENERAL, Cynthia Moody Parnell

*0836 SW Curry Street, Unit 1300, Portland, OR 97239-4528, (503) 806-4802, parnellcm@aol.com*

The Office of the Reporter General is responsible for committee services. The majority of the work of the National Society is accomplished under a committee system. The office provides information, support and certificates for the following national committees: American Heritage, American Indians, Americanism, Chapter Achievement Awards, Commemorative Events, Community Service Awards, Conservation, Constitution Week, DAR Good Citizens, DAR Scholarship, DAR School, DAR Service for Veterans, Junior American Citizens, Literacy Promotion, National Defense, The Flag of the United States of America and Units Overseas. This office also maintains a library of chapter program materials, handles VAVS appointments and coordinates Founders Medal nominations and judging.

- **The Founders Medals:** The judging for the four Founders Medals (below) is done three times each year during the National Board weeks of February, June and October.
- **The Eugenia Washington Medal for Heroism** – Intended primarily for acts by civilians but does not exclude uniformed professionals.
- **Mary Desha Medal for Youth** – Honors a youth (age 20 and under) for exemplary service to the community, state, or nation.
- **Ellen Hardin Walworth Medal for Patriotism** – Honors an adult (age 21 and older) who has displayed outstanding patriotism in service and the promotion of our American ideals of "God, Home, and Country."
- **Mary Smith Lockwood Medal for Education** – Honors an individual who has shown outstanding achievement in service and leadership through activities that enhance and further educational pursuits.

*Additional Resources:*
- Visit the Reporter General's Webpage: http://members.dar.org/execs/reporterg.cfm
- Founders Medal Nomination Form and Checklist (RPG-FM-1000): http://www.dar.org/sites/default/files/members/darnet/forms/RPG-FM-1000.PDF
- Complete list of programs available to download: https://www.dar.org/sites/default/files/members/execs/reporter/pdf/programslist.pdf

---

## NATIONAL PARLIAMENTARIAN, Linda Hardin Sehrt, PRP

*4616 South Crysler Avenue, Independence, MO 64055-5832, (816) 679-6247, Linda.Sehrt@att.net*

The National Parliamentarian is appointed by the President General, with the approval of the Executive Committee, and serves as a consultant on parliamentary procedure, the National Bylaws and Standing Rules of the Society. She may assist National Chairs, State Parliamentarians and Units Overseas. Chapter members are to seek assistance from within their own chapter or state.

The adopted parliamentary authority for NSDAR is the current edition of Robert's Rules of Order Newly Revised (RONR). If a question is not addressed within the National Bylaws, Special Rules, or Standing Rules, RONR is consulted. Copies of the current edition of RONR and RONR in Brief are available for purchase in The DAR Store and available in most book stores.

The bylaws and policies of the Society are found in the DAR Handbook and National Bylaws. This is available in hard copy at The DAR Store and online on the DAR Members' Website. There are also excellent models for chapter and state bylaws found online in the DAR Members' Website under the forms-publication category, executive-offices, Organizing Secretary General. Bylaws should be reviewed annually to ensure they are current. Any amendment to the Bylaws of the National Society automatically becomes the law of the chapters and states. Each time a State or Overseas Unit amends or revises its corporate charter, constitution, bylaws, special rules, or standing rules, a complete electronic copy must be emailed to the National Parliamentarian.

It is important to understand Parliamentary Procedure. Meetings run more smoothly, members will value their voice and vote, interest in the organization will build. Meetings will be fair and impartial.

Let's have our meetings follow the Parliamentary Rules.

*Additional Resources:*

- National Parliamentarian Webpage: http://www.dar.org/members/executive-offices-nbm/national-parliamentarian
- *DAR Handbook and National Bylaws* (DHB-1000): https://www.dar.org/sites/default/files/members/darnet/forms/DHB-1000.pdf
- Model for Chapter Bylaws (OSG-3000): DAR Members' Website: https://www.dar.org/members/forms-publication-category/executive-offices – Organizing Secretary General
- Model for State Bylaws (OSG-3001): DAR Members' Website: https://www.dar.org/members/forms-publication-category/executive-offices – Organizing Secretary General
- National Association of Parliamentarians: http://parliamentarians.org
- American Institute of Parliamentarians: http://aipparl.org/site/

# COMMITTEES

## SERVICE COMMITTEES

### AMERICAN HERITAGE, Dianna Dolfin Callaway, *National Chair*

*1312 Hale Place, Nashville, TN 37138-1979, (615) 522-4540, d.callaway@comcast.net*

***American Heritage Theme — 2020: Rise, and Shine Your Light on the 19th Amendment***

The American Heritage Committee was established to preserve our rich American heritage in the fields of art and sculpture, crafts, fiber arts, literature and drama and music. There are many ways Daughters can participate in the American Heritage Committee as we *Rise and Shine for America*!

The Women in the Arts Recognition Award may be presented to honor a woman who has made significant achievements in her artistic field. This is a non-competitive award and state and chapters are invited to honor women with this award throughout the year. Members are also invited to participate in the various contests conducted by this committee.

The Evelyn Cole Peters Award may be awarded for excellence in any of the contest categories when an exceptional entry is presented.

Prior to entering the contest, please take the time to review your state's website for further instructions set by your State Chair, as well as reviewing instructions on the American Heritage Committee Webpage of the DAR Members' Website.

***** Contest Instructions *****

To enter the contest, please fill out an American Heritage Committee Contest Entry Form (AHE-1004) available through your chapter American Heritage Committee Chair and on the American Heritage Committee Webpage on the DAR Members' Website. This form must be completed and signed and must accompany all entries. **By signing the contest entry form, you are affirming that you created this entry in its entirety while an active member of the NSDAR and granting permission for the NSDAR and American Heritage Committee to reproduce the work.**

- **Never send your art work, you will be judged by the photos sent of your entry. Photos do NOT need to be sent for Literature & Drama, or Music.** Please refer to your Contest/Category for specific photo instructions.
- Please send a duplicate of your signed, completed contest entry form to your State Chair.
- Entries will not be accepted if transmitted electronically.
- Every entry must incorporate the theme for the 2019-2020 contest: ***Rise, and Shine Your Light on the 19th Amendment***
- Only current members of NSDAR may enter the contests.
- **Individual entries** must be the original work of the person entering the contest **while** a DAR member.

**Group entries** must be the original work of the family, chapter, or state group members. Groups consist of two or more individuals who were all members of DAR at the time the work was created and finished. Every person within the group must be involved in the planning, creation and execution of the entry. *Along with the entry form, attach a separate sheet of paper listing each member of the group, each of their national numbers and how each person creatively contributed to the entry.* Each member of the group must include their signature next to their printed name. By signing the contest entry form, each group member affirms that they have contributed to creating the accompany entry in its entirety while an active member of the NSDAR, and grant the NSDAR and American Heritage Committee to reproduce the work.

- If there is a minor child in any photo that is used in any of the contests, permission must be granted in writing by his/her parent/guardian using the official **NSDAR Photo/Video of Minor Children Release Form (found on the DAR Members' Website under Forms/Publications-Committee-American Heritage)** for the photograph to be submitted to the contest. This form must be signed and submitted with the contest entry form.
- **Only one entry per member may be submitted in each of the contests. Whether Group or Individual Entry, only one is allowed.** Entries will not be returned.
- A past national winning piece (1st, 2nd, or 3rd place) may not be reentered into future contests.
- Submit entries by mail for the following four contests categories via United States Postal Service (USPS) ***directly to the appropriate National Vice Chairs*** between January 2, 2020 and February 15, 2020. E-mail/online entries will **NOT** be accepted. **Entries are to be postmarked by February 15, 2020**. Please **DO NOT** send packages which require a signature upon receipt. **DO NOT send entries to the National Chair of the American Heritage Committee**. It is imperative for you to follow the instructions for each category. If your entry is selected for display at Continental Congress, you will be contacted by the National Vice Chair of the competition.

1. Art and Sculpture
2. Crafts
3. Literature and Drama
4. Music

**Fiber Arts Entry Submissions:**

- **ALL Fiber Arts entries are first judged at the State level**. **Each entry must be mailed via United States Postal Service (USPS) to your STATE CHAIR** (*See exception) *Please do not send packages which require a signature upon receipt.* Please reach out to your State Chair at the fall meeting for her deadline information regarding fiber art entries. ***State Chairs will send only the first-place winning creations to the National Vice Chair, postmarked by February 15, 2020.***
  *** Exception:** ALL MEMBERS-AT-LARGE are to send their Fiber Art entries directly to the National Vice Chair.

**Reporting Deadlines for State and National Division Chairs:**

- State Chairs report to National Division Vice Chair—must *be* ***postmarked*** **by March 15, 2020**
- National Division Vice Chairs report to National Chair—must be ***postmarked*** **by April 15, 2020**

***Instructions for American Heritage Committee contests and activities:***

**ART AND SCULPTURE, Wendy W. Spooner,** ***National Vice Chair***
*26908 North 89th Drive, Peoria, Arizona 85383-3726, (602) 214-2930, wendy@knowmyroots.com*

***All Art and Sculpture entries must be sent to this National Vice Chair with a copy sent to your State Chair.***

**Thirteen Art and Sculpture competition categories:**

1. Acrylic
2. Pastels
3. Oil
4. Watercolor
5. Drawing *(art pencils—graphite or colored pencil, inks, scratch board)*
6. Multi-Media
7. Collage
8. Color Photography *(unenhanced, natural photo)*
9. Color Photography *(computer enhanced photo and state how the photo was enhanced)*
10. Black and White Photography
11. Sculpture *(any medium that fits the standard for sculpture)*
12. China Painting
13. Other Art and Sculpture

***Please review the Craft AND Fiber Arts categories before submitting to Other in the Art and Sculpture category as the entry may be a better fit into one of those categories.***

- Individual entries must be the original work of the person entering the contest while a DAR member.
- For Group Entries, please refer to **Contest Instructions**.

All entries, including photography, MUST INCLUDE three to 10 photos: 1) The entry in its entirety; 2) Additional photos taken close up to show good composition, fine details of the workmanship and clarity of the photograph. Photographs should not

be taken while the art is matted and/or under glass and frame. **The judges have requested construction photos for all contests except for photography entries.** Please send 4" x 6" photos and CD or flash drive with digital photos.

- *Sculpture:* include physical photos and digital images that show the different angles and dimensions plus good close details.
- *Photography:* include physical photos and digital images that will show good composition of the photograph and clarity, plus dedication to expression of the theme. Computer generated art or photocopies are unacceptable.
- Please DO NOT send your original artwork. If your work is selected for display at Continental Congress you will be contacted.

Entries must be sent by United States Postal Service (USPS) **directly to this National Vice Chair** and **postmarked between January 2, 2020, and February 15, 2020**. You must include the contest entry form, filled out and signed. For acknowledgement of entry receipt, include a self- addressed, stamped postcard or note card.

**Additional instructions for Art and Sculpture contest entries:**

All entries must be the original work created by an individual DAR member or a group of DAR members. It must have been created while they are DAR members and must incorporate the theme ***Rise, And Shine Your Light On The 19th Amendment.***

- Only one entry per member may be submitted in each of the art and sculpture competition categories, whether group or individual.
- List the dimensions of the artwork.
- Artwork must be created while a DAR member.
- Each entry must have its own contest entry form, written description, 4" x 6" prints and CD or flash drive with digital images.
- For Group Entries, please refer to **Contest Instructions**.

**Judging criteria:** *(subjective to judges)*

**All entries will be judged on originality, artistic merit, composition, technical excellence and overall impact.**

- 50 points - Overall artistic merit
- 20 points - Technical quality
- 15 points - Uniqueness/Overall impact
- 15 points - Expression of theme

**CRAFTS, Vickie Canham, *National Vice Chair***

*1030 Rockbridge Road, Lexington, KY 40515-5052, (859) 489-3586, vcanham@aol.com*

***All Crafts entries must be sent to this National Vice Chair with a copy sent to your State Chair***

**Seven Crafts competition categories:**

1. **Clay**—may be fired or cold cast, thrown or hand shaped, pottery or figurines
2. **Basketry and Caning**—may be made of splints, vines, reed, rush, or any combination. May be woven or solid and incorporate some fibers. Items that are mostly or completely fiber should be submitted in the Fiber Arts category. In caning, the chair will not be judged, only the caning. If the chair is to be judged, the entry should be submitted in the Miscellaneous Crafts category.
3. **Jewelry**—Jewelry is defined as "personal adornment." Example: necklace, ring, earring set, bracelet, anklet, barrette, tiara, belt buckle, money clip, tie clasp, cufflinks, or brooch. Beaded jewelry is included in this category.
4. **Dolls**—Categorized based on the construction of a doll's head.
   - **Cloth or Fiber Dolls**: fabric, wool, felt, yarn, etc.
5. **Other Doll**—wood, porcelain, cornhusk, paper mache, bisque, composition, etc.
6. **Paper Crafts**—scrapbooks, cookbooks, stamping art, greeting cards, etc. Greeting cards must be submitted as a collection of 6 or more.
7. **Miscellaneous Crafts**—includes metal work, floral art, stained glass, woodworking, beadwork, etc. or any other medium not included in above categories. Beadwork is any object not constituting jewelry. Examples: purse, beaded sculpture, beading on clothing, wall decoration, wineglass adornment, tree ornament, etc.

- *Please review the Art & Sculpture AND Fiber Arts categories before submitting a Miscellaneous Crafts entry as the entry may be a better fit into one of those categories.*
- Please note that digital books, such as Shutterfly, are not accepted as a Paper Craft art form.
- All entries must be the original work created by an individual DAR member or a group of DAR members. It must have been

created while they are DAR members and must incorporate the theme of ***Rise, And Shine Your Light on the 19th Amendment.***

- Please use one, or more, paragraphs, stating how your work reflects the theme, how it was created, and list the materials that were used.
- **Submit four or more, not to exceed 10 digital images on a CD or flash drive and three 4" x 6" photos** which include close-up, full shot and any stylistic details you wish to highlight. Photographs are to be of good quality with good lighting. **If submitting a doll entry,** a close up of the face of the doll is required. Judges have requested additional images (jpegs) of the artwork, including construction photos, to be included on the CD or flash drive. Two to Three construction photos are suggested. **Please do not submit your original artwork**.

Send entries by mail via United States Postal Service to this National Vice Chair **between January 2, 2020, and February 15, 2020.** Please do not send packages which require a signature upon receipt. For acknowledgement of entry receipt, include a self- addressed, stamped postcard or note card.

- Send a copy of the completed form to your State Chair.
- Only one entry per member may be submitted in each of the craft contests, whether group or individual.
- For Group Entries, please refer to **Contest Instructions**.

**Judging criteria for Clay, Basketry and Caning, Metal Work and Jewelry, Miscellaneous Crafts and Paper Crafts**: *(subjective to judges)*

- 50 points - Quality of work/workmanship
- 30 points - Design/uniqueness and incorporation of the theme
- 10 points - Quality of material
- 10 points - Written expression of the me and information on material used and construction process

**Judging criteria for Dolls**: *(subjective to judges)*

- 35 points - Workmanship and construction of body, face, and hair.
- 30 points - Costume—workmanship and construction of the clothing, shoes and hats. Is the doll dressed suitably for the style of the period/era and are the materials and scale of the items appropriate?
- 5 points - Originality of overall design and incorporation of the theme.
- 10 points - Written expression of theme and description of doll information on material used and construction.

**FIBER ARTS, Sylvia Thorp, *National Vice Chair***

*1759 Farrow Drive, Rock Hill, SC 29732-7760, (803) 448-4001, s12thorp@yahoo.com*

***All Fiber Arts entries must be sent to your State Chair***

**Twelve competition categories:**

1. Embroidery
2. Cross-stitch
3. Needlepoint
4. Knitting
5. Crochet
6. Hand Quilted Quilt
7. Hand Quilted Wall Hanging
8. Quilt Top *(not quilted or bound, may be machine or hand pieced)*
9. Weaving *(any size or type of loom)*
10. Historic Costume *(either man's, woman's, or child's)*
11. Rug Making *(hooked, woven, or any other technique)*
12. Other Fiber Arts *(any techniques not included above).*

Please review the Art and Sculpture AND Craft categories before submitting a Fiber Arts Other entry as the entry may be a better fit into one of those categories.

- Quilt and Wall Hanging entries may be piecework, appliqué, block, embroidery, or any combination of these.
- Hand Quilted Quilts, Hand Quilted Wall Hangings must be finished and bound, and will be judged in the category that describes the method used for the actual quilting, not for the piecing, appliqué, or embroidery. All sizes of quilt will be accepted for all categories. You may incorporate machine embroidery in your entry; however, there is no separate category for machine embroidery.
- **Only one entry per member may be submitted in each of the fiber arts contests.**
  Entries in all categories must be the original work designed, created and finished by an individual DAR member or a

group of DAR members, **while they are active members of the DAR**. The DAR member who created the entry must submit it and sign the entry form.

- Posthumous entries are not eligible, even if the deceased member was part of a group.
- Commercial framing or the use of commercially obtained mounting is acceptable; however, quilting, quilt binding and any other fiber art (e.g., pillow making, upholstery, etc.) must be done by a DAR member.
- ***Entries that are quilted by a non-DAR member will be disqualified***.
- The Quilt Top category has been added to allow Daughters who have their quilts commercially quilted to enter their quilt tops ***prior to having them quilted***; a quilt top that has already been quilted by a non-DAR member will be disqualified. Commercially available patterns or printed/painted canvases may be used. The entrant is expected to have selected the fabrics, yarns, trim, colors, etc., herself in order to create a personal, one-of-a-kind piece. Machine embroidery should be designed and digitized by the entrant if it is an integral part of her piece; however, if the entrant uses machine embroidery as embellishment it may be commercially designed and/or digitized.

The entrant shall incorporate the theme ***Rise, And Shine Your Light On The 19th Amendment*** *within her piece, including that of historic costume*. You must submit a paragraph or more stating how your work reflects the theme. ***Send all Fiber Arts contest entries to your State Chair***. DO NOT SEND YOUR ENTRIES DIRECTLY TO THE NATIONAL VICE CHAIR. ***EXCEPTION****: All Members at Large will submit their entries directly to the National Vice Chair of Fiber Arts.*

- ***Contact your State Chair for her deadline***; do not contact the National Vice Chair to ask about your state deadline. Each State Chair establishes her own deadline and *the National Vice Chair will not know your state deadline!*
- For Group Entries, please refer to **Contest Instructions**.

Submit at least six and no more than 12 printed photographs of your entry AND digital images on a CD or flash drive. ***Do not submit your original artwork!*** Photographs are to be of good quality with proper lighting—remember that all the judges will have to evaluate your entry will be your photographs. Include close-up photos of stylistic details and ensure you include at least one picture that shows the size of your entry. If possible, please show the back of your needlework or the inside of your costume and the details of the front and the back of the artwork. ***The judges have requested two to three construction photos showing the development of the piece.***

- Only one entry per member may be submitted in each of the fiber arts contests, whether group or individual.

**There are no separate categories for group entries**, they compete with the individual entries.

**Judging criteria:** *(subjective to judges)*

- 50 points - Quality of work
- 30 points - Uniqueness of design
- 10 points - Originality
- 10 points - Expression of theme

**Needlepoint, Cross-Stitch, Embroidery criteria:**

- *Construction*: stitches are firm and uniform in size, corners are square, knots are secure and hidden and smooth transition from color to color.
- *Color and Design*: colors work together to express design, color and design work together to support a feeling and design reflects title of the piece.
- *Finishing*: clean and neat, outside edges are straight and blocked and finished.

**Knitting and Crocheting criteria:**

- *Construction*: stitches are uniform, edges are flat, knots are hidden and smooth transition from color to color.
- *Color and Design*: colors work together to express design, color and design work together to support a feeling and design reflects the title of the work.
- *Finishing*: clean and neat and outside edges are smooth.

**Quilts, Quilt Tops, and Wall Hangings criteria:**

- *Construction*: appliqué is firmly attached, appliqué pieces have smooth edges, corners are square and opposite borders are equal.
- *Color and Design*: colors and shapes of border frame the quilt, colors work together to express the design, colors and design work together to support a feeling and design reflects the title of the work.
- *Finishing*: clean and neat, outside edges are straight and outside corners are square.

**Weaving and Rug Making criteria:**

- *Construction*: tension is even and consistent, weaving is even and consistent, yams straight, joining and raw edges are hidden, pattern is consistent and ends are securely finished.

- *Color and Design*: colors work together to express the design, colors and design work together to support a feeling, and color, design and texture are harmonious and uniform.
- *Finishing*: clean and neat and straight even selvages.

***** Historic Costume Information *****

| | |
|---|---|
| 2020 American Heritage Contest Theme: | ***Rise, and Shine Your Light on the 19th Amendment*** |
| Historic Costume Era: | **1848 – 1920** |
| Historic Costume Theme: | **The Era of the Women's Suffrage Movement** |

**Historic Costume criteria:**

1. Garment constructed for an adult or child, male or female.
2. Must be a heritage period costume of the historical period specified for the contest AND incorporate the overall theme of the competition.
3. May be hand or machine sewn.
4. Must exhibit correct construction; (i.e., zippers were not used in garments prior to 1930)
5. Fabric used must be correct for the period, (i.e., wool, cotton, linen, leather, silk. Fabric prints must be correct for the period)
6. Notions and accessories shall be of the closest available substitutes when the original materials are not available (i.e., plastic boning substituted for whale bone). A statement explaining why the substituted item was used must be included with entry.
7. Entrants are encouraged to properly reference and include detailed descriptions of their historical research, as well as pictures and descriptions of their garment's construction in progress.

**LITERATURE AND DRAMA, LINDA PASLOV, *National Vice Chair***

*375 Chickadee Lane, Stratford, CT 06614-2406, (203) 378-6393, dr.paslov@gmail.com*

***All Literature and Drama entries must be sent to this National Vice Chair with a copy sent to your State Chair***

**Five Literature and Drama competition categories:**

1. ***Poetry***—a pattern of free verse, one to 15 lines.
2. ***Poetry***—a pattern of free verse, 16–30 lines.
3. ***Fiction Short Story or Narrative***—not to exceed eight pages, double-spaced, 12-point, Times New Roman font, one-inch margins.
4. ***Non-Fiction Short Story or Narrative***—not to exceed eight pages, double-spaced, 12-point, Times New Roman font, one-inch margins.

   Since Non-Fiction is based in some type of factual information, it is important to note that the factual information be referenced using the most recent edition of the MLA Handbook for Writers of Research Papers. MLA format is a reference tool used by scholars and writers in the Humanities field as the preferred way to document research. It addresses areas such as punctuation and technical aspects of writing and also explores the subjects of plagiarism, evaluating sources and determining the reliability of web sources. MLA guidelines may be found online or in various bookstores.
5. ***Drama***—a monologue, duet scene, or short play, not to exceed eight pages, double-spaced, 12-point, Times New Roman font, one-inch margins.

Each entry is to be *an unpublished work* by an individual DAR member or group of DAR members illustrating some aspect of the theme, ***Rise, And Shine Your Light On The 19th Amendment.***

- You will need to submit a paragraph or more, but not to exceed one page, stating how your work reflects the theme. Each entry must be typed, *postmarked and mailed directly* to this National Vice Chair **between January 2, 2020, and February 15, 2020**. You must include the completed and signed contest entry form. For acknowledgement of entry receipt, include a self-addressed, stamped postcard or note card. Only one entry may be submitted in each of the Literature and Drama contests, whether group or individual.

**Additional instructions for literature and drama entries:**

- In addition to the Contest Entry Form, include your name, national number and page number on the upper right-hand corner of each piece of paper of your submission if it is more than one page.
- Submission must be written while a DAR member. Attach the pages of each submission with a paperclip.
- Do not send DVDs, flash drives, newspaper clippings, photographs, etc. with your entry.

**Judging criteria:** *(subjective to judges)*
- 50 points - Quality of work
- 20 points - Originality
- 20 points - Incorporation of theme
- 10 points - Written expression of theme

**MUSIC, Donna Hare, *National Vice Chair***
*4370 Township Avenue, Mays Landing, NJ, 08330-3813, (609) 204-0665, dlhare@comcast.net*

***All Music entries must be sent to this National Vice Chair with a copy sent to your State Chair.***

Each music composition entry must be the original work created by an individual DAR member or group of DAR members. It must have been composed while a DAR member and must incorporate the theme, ***Rise, and Shine Your Light on the 19th Amendment***.

You will need to submit a paragraph or more, but not to exceed one page, stating how your work reflects the theme. The music should not have been performed except at a DAR meeting. Submit entries directly to this National Vice Chair **between January 2, 2020, and February 15, 2020**. You must include the signed contest entry form. For acknowledgement of entry receipt, include a self-addressed, stamped postcard or note card. Send a copy of the completed entry form to your State Chair.

**Types of acceptable entries are as follows:**
**Vocal**
- Lyrics must follow the stated theme.
- Entry must be a titled musical manuscript scored for female voices (Solo, Unison, SA or SSA) with relatively simple accompaniment
- Form is important. Suggested forms include multiple stanzas, multiple stanzas and refrain, ABA or ABAA.

**Instrumental**
- A Concert March which must be suitable for use as a processional or recessional.
- Composition must be submitted as a key board arrangement.
- Title may be descriptive or technical (i.e. "Martha's March" or "Processional for State Conference 2013")
- Composition must follow standard Concert March form. (Introduction, Section A, Section B, Breakup strain, Trio; (the Intro and breakup strain are optional.) Sections may repeat as long as entire piece fits within the time limit.

***Additional instructions for music entries:***
- In addition to the Contest Entry Form, include your name, address, phone number and chapter name and location on the manuscript.
- Composition must be composed while a DAR member.
- Manuscript may be hand-written (black ink) or computer generated. If hand written, please submit a high quality photocopy rather than the original. Number all pages of the manuscript.
- If using voice-mail, MP3 player, or iTunes to record your composition, save it to a flash drive and submit it with your notation. Garage Band app will notate your composition.
- Include the following statement on your manuscript: "Permission is granted to copy and perform by and for the DAR."
- Length of composition should not exceed four minutes when performed.
- Include a CD or flash drive of your composition. Only the composition will be judged. Neither vocal nor instrumental quality of the CD or flash drive will affect the judging.
- Only one entry per member may be submitted in each of the music competition categories.
- For Group Entries, please refer to **Contest Instructions**.

**Judging criteria:** *(subjective to judges)*
- 25 points - Expression of theme
- 15 points - Written expression of theme
- 60 points - Form and quality of work

**WOMEN IN THE ARTS RECOGNITION AWARD, Susan Malen, *National Vice Chair***
*P.O. Box 58422, Fairbanks, AK 99711-0422, (907)388-4764, susanmalen@gmail.com*

***All Women in the Arts Recognition Award entries must be sent to this National Vice Chair***

The purpose of the Women in the Arts Recognition Award is to recognize and honor a woman who has made significant achievements at the community level in her artistic field. The American Heritage Committee may present the award, com-

prising a certificate and lapel pin, to DAR members and non-members. The award is designed to recognize worthy women for outstanding achievements in the non-performance arts including fiber arts design and creation, fine arts and sculpture design and creation, music composition, literature and drama authorship, artisan design and creation including, but not limited to, jewelry, metalwork, decorative painting and pottery.

The recipient is expected to have contributed to her artistic field in an outstanding manner beyond mastery of technique. This may include innovative design work, featured exhibitions, publication, research and technique development. The criteria for this award are strict, and not all nominations are successful. Professional women in the arts are eligible for this award as long as they have demonstrated outstanding contributions to their field as outlined above. This is a non-competitive recognition award with no timeline for applications. Once the National Vice Chair has approved the applicant, she will send a letter of approval for the purchase from The DAR Store of a pin and certificate, which may be issued by the chapter or state society. Instructions and application forms may be found on the DAR Members' Website.

*AAdditional Resources:*

- Visit the American Heritage Committee Webpage: http://members.dar.org/committees/amerher/index.htm
- American Heritage Contest Entry Form (AHE-1004): http://www.dar.org/sites/default/files/members/darnet/forms/AHE-1004.PDF
- Women in the Arts Recognition Award Application (AHE-1005): http://www.dar.org/sites/default/files/members/darnet/forms/AHE-1005.PDF
- NSDAR Photo/Video Release Form (NSDAR-1000): http://www.dar.org/sites/default/files/members/darnet/forms/NSDAR-1000.PDF
- The DAR Store: https://www.dar.org/dar-shopping/dar-online-store

---

## AMERICAN HISTORY, Catherine A. Bue-Hepner, Ph.D., *National Chair*

*55 Longfellow Road, Worcester, MA 01602-2715, (603) 252-7012, catherine.bue@gmail.com*

The American History Committee promotes American history throughout the year by honoring significant historical people, places, dates and events. Chapters will find opportunities to *Rise and Shine for America* as they promote the American History Essay Contest, the Christopher Columbus Essay Contest and the Women in American History Awards.

### AMERICAN HISTORY ESSAY CONTEST, Allison Dunklin, *National Vice Chair*

*5912 Steuben Court, Dallas, TX 75248–2115, (214) 926–7048, alliedunklindar@gmail.com*

Chapters are encouraged to conduct the American History Essay Contest. All grade 5, 6, 7 and 8 students in public, private, or parochial schools, or those who are home schooled are eligible. The American History State Chair sets the deadline date for essays from her state. A national winner is selected for each grade level from the division winners.

Please note that the entire essay must be the student's original work. This includes all research, writing, and editing, which must be done by the student themselves and not by a parent, teacher, tutor or other helper. Essay submissions not following these guidelines will be disqualified.

**The American History Essay Contest title is** "The Voyage of the Mayflower." The topic is "2020 marks the 400th Anniversary of the voyage of the Mayflower and the founding of the Plymouth Colony. Imagine you are one of the passengers on the Mayflower. Knowing what materials were available in 1620, what would you have packed to prepare for the trip and starting a new life in the wilderness? After experiencing more than two months at sea then finally landing at Plymouth Colony on November 9, 1620, do you think you would have made different choices and why?"

### CHRISTOPHER COLUMBUS ESSAY CONTEST, S. Layla Heimlich, *National Vice Chair*

*4531 Rosedale Avenue, Bethesda, MD 20814-4754, (917) 270-4463, Layla.Heimlich@gmail.com*

Since 1996, the NSDAR has joined with the National Italian American Foundation to sponsor an annual national essay contest on Christopher Columbus. All grade 9 through 12 students in public, private, or parochial schools, or those who are home schooled, are eligible. The American History State Chair sets the deadline date for essays from her state. First-, second- and third-place winners are selected from among the division winners.

Please note that the entire essay must be the student's original work. This includes all research, writing, and editing, which must be done by the student themselves and not by a parent, teacher, tutor, or other helper. Essay submissions not following these guidelines will be disqualified.

**The Christopher Columbus Essay Contest title is** "A Sailor's Experiences as Part of Christopher Columbus' First Expedition to the Americas." The topic is "Christopher Columbus' first expedition set off in August of 1492. He and his men explored the Caribbean for five months after arriving there in October. Imagine you are a sailor who accompanied Christopher Columbus on this voyage and now have returned to Spain. Describe your impression of Christopher Columbus

and perception of the purpose of the expedition. Talk about your experiences on the voyage, detailing the places and people that you encountered, and what you see as the significance of the discoveries made."

Keep in mind that these essays are judged and awarded from the National Italian American Foundation. Chapter Chairs should encourage those participating in this essay contest to write essays from a positive standpoint as essays received at the national level may be disqualified if not written in this manner.

## WOMEN IN AMERICAN HISTORY, Wendi Callenius, *National Vice Chair*

*240246 County Road H, Scottsbluff, NE 69361-7200, (308) 631-3540, wendihalli@yahoo.com*

March is officially Women's History Month, so chapters may wish to use this occasion to acknowledge the outstanding contributions of the woman of their choice. Please take into consideration individuals who have made a contribution or a difference in their communities. Refer to www.womenshistorymonth.gov for the current theme and ideas. Seek those women who are, or who have been, intellectual, educational, social, religious, political, scientific, or cultural innovators. Recognition may be an invitation to speak at a chapter meeting, presentation of a medal and certificate, writing a letter to the editor of a local newspaper, or publishing an article about the woman. Keep in mind the President General's theme of *Rise and Shine for America* when recognizing notable women from your state or community. These women serve as an example and inspiration to all of us.

*Additional Resources:*

- American History Essay Contest Information (AHC-1000): http://www.dar.org/sites/default/files/members/darnet/forms/AHC-1000.PDF
- American History Essay Contest Guidelines for Judges (AHC-1001): http://www.dar.org/sites/default/files/members/darnet/forms/AHC-1001.PDF
- American History Essay Contest Flier (AHC-1004): http://www.dar.org/sites/default/files/members/darnet/forms/AHC-1004.PDF
- Christopher Columbus Essay Contest Information (AHC-1002): http://www.dar.org/sites/default/files/members/darnet/forms/AHC-1002.PDF
- Christopher Columbus Essay Contest Guidelines for Judges (AHC-1003): http://www.dar.org/sites/default/files/members/darnet/forms/AHC-1003.PDF
- Christopher Columbus Essay Contest Flier (AHC-1005): http://www.dar.org/sites/default/files/members/darnet/forms/AHC-1005.PDF
- Report Form for Women in American History (AHC-1006): http://www.dar.org/sites/default/files/members/darnet/forms/AHC-1006.PDF

---

## AMERICAN INDIANS, Susanne Heske, *National Chair*

*1105 Camino de Chavez Pl., Bosque Farms, NM 87068-8947, (505) 869–1805, suzanne.heske@syneoshealth.com*

The American Indian Committee serves to educate DAR members regarding issues facing American Indians today, to celebrate Native American history and culture and to support educational opportunities for American Indian Youth. We provide scholarships and financial assistance for Indian Youth of America Summer Camp, Chemawa Indian School and Bacone College, as well as other worthy educational projects and programs through our grant program.

**These objectives are met by:**

- Commemorating National American Indian Heritage Month in November by signing proclamations, having spot announcements, special programs and projects. The new writable proclamation can be downloaded from the committee webpage.
- Presenting an American Indian Minute at chapter meetings. They are provided on the committee webpage or may be used from other sources.
- Donating to the Friends of American Indians Scholarship Fund or the American Indians Fund through the DAR Office of Development.
- Sending direct donations of gift cards or other goods. The Want Lists for Bacone College and Chemawa Indian School can be found on the committee webpage.
- Adopting a Camper at Indian Youth of America Summer Camp.
- Educating members about Native American history and contemporary issues.
- Supporting local tribes including reservation schools, the elderly and the underserved of all ages.
- Making the scholarship information available to local schools and students.
- Reporting your activities on the Chapter Master Report.

**NOTE:** American Indian scholarships are not processed thru the DAR Scholarship Committee.

As we *Rise and Shine for America*, please remember the First Americans by participating in the programs and activities of this committee.

*Additional Resources:*

- American Indians Committee Webpage: http://members.dar.org/committees/Indians/index.htm
- American Indian Minutes (AI-1006): http://www.dar.org/sites/default/files/members/darnet/forms/AI-1006.PDF

---

## AMERICANISM, Elizabeth E. Cagle, *National Chair*

*105 Clarissa Drive, Grant, AL 35747, (256) 728-4986, bethcagle@gmail.com*

This committee oversees the approval process for the DAR Medal of Honor and the DAR Americanism Medal. It also encourages DAR members to become involved in patriotic events and in the naturalization process and the support of new citizens in naturalization ceremonies.

**Awards:**

- **The DAR Medal of Honor** is one of the most prestigious honors awarded by DAR. It is presented to an adult man or woman who is a United States citizen by birth and has shown the extraordinary qualities of leadership, trustworthiness, patriotism, and service. The recipient must have made unusual and lasting contributions to our American heritage by truly giving of himself or herself to the four areas of community, state, country and fellow man.
- **The DAR Americanism Medal** is presented to an adult man or woman who has been a naturalized citizen for at least five years and has met the required qualifications following naturalization. Medal recipients must have shown outstanding qualities of leadership, trustworthiness, patriotism, and service. They must have actively assisted other immigrants to become American citizens or displayed outstanding abilities in community affairs, preferably with emphasis on the foreign-born community.

DAR members are not eligible to receive either medal. Nominees must be at least 18 years of age, and the chapter sponsoring the nominee must follow instructions and guidelines. The proposed recipient must be living at the time of national approval. Please do not recommend a candidate who has received/been recommended for the DAR Community Service Award or a Founders' Medal.

Recommendation forms and instructions may be obtained from the Office of the Reporter General, NSDAR, 1776 D Street NW, Washington, DC 20006–5303, or from the DAR Members' Website.

**DAR Manual for Citizenship:**

The NSDAR Executive Committee issued a ruling that encourages all chapters to cooperate with the Office of Citizenship (part of the Department of Homeland Security) in its efforts to help legal immigrants embrace the common core of American civic culture, learn our common language, and fully become Americans. A chapter may fulfill this directive by participating in a naturalization ceremony in their area, volunteering at a local USCIS Office of Citizenship, or volunteering to help individuals prepare for American history and citizenship exams or local citizenship classes.

The *DAR Manual for Citizenship* continues to be a useful study guide for those preparing for naturalization. A current version of the manual is available online on the NSDAR Public Website and the DAR Members' Website to interested parties and those studying to become naturalized citizens.

*Additional Resources:*

- Americanism Committee Webpage: http://members.dar.org/committees/americanism/index.htm
- *DAR Manual for Citizenship* (AMC-1000): https://www.dar.org/sites/default/files/members/darnet/forms/AMC%20-%201000.pdf
- DAR Medal of Honor Instructions and Guidelines for Completing Recommendation (ADMFC-1000): http://www.dar.org/sites/default/files/members/darnet/forms/ADMFC-1000.PDF
- Recommendation for Award of DAR Medal of Honor (ADMFC-1001): https://www.dar.org/sites/default/files/members/darnet/forms/ADMFC-1001.pdf
- DAR Medal of Honor Rating Sheet (ADMFC-1002): http://www.dar.org/sites/default/files/members/darnet/forms/ADMFC-1002.PDF
- Americanism Medal Instructions and Guidelines for Completing Recommendation (ADMFC-2000): http://www.dar.org/sites/default/files/members/darnet/forms/ADMFC-2000.PDF
- Recommendation for Award of Americanism Medal (ADMFC-2001): http://www.dar.org/sites/default/files/members/darnet/forms/ADMFC-2001.PDF
- Americanism Rating Sheet (ADMFC-2002): http://www.dar.org/sites/default/files/members/darnet/forms/ADMFC-2002.PDF

## CHILDREN OF THE AMERICAN REVOLUTION, Norma L. Griffin, *National Chair*

*2000 West Flint Street, Chandler, AZ 85224-4205, (480) 200-0005, snp@nscar.org*

At the Fourth Continental Congress of NSDAR, Harriet Lothrop proposed the organization of the Children of the American Revolution. With a mission to train young people in true patriotism and love of country, N.S.C.A.R. was incorporated in 1895. It remains the nation's oldest and largest patriotic youth organization.

DAR members, who *Rise and Shine for America*, know that the preparation and education of the youth of America is vital. Participation in C.A.R. is one way your chapter can help the young people of today to *Rise and Shine for America*. Ways to participate include the following:

- Provide senior leadership. DAR members serve as role models and mentors to the children. C.A.R. can be a wonderful activity for the whole family, fathers included.
- Involve local C.A.R. societies in DAR chapter activities. Enliven your functions by having C.A.R. members participate. Rise and Shine by attending one of their meetings. Encourage C.A.R. members to use their knowledge of history and civics to enter the many contests sponsored by DAR.
- Enroll your children, grandchildren, other relatives and friends in C.A.R. Membership is open to any boy or girl under the age of 22 who is lineally descended from someone who, with unfailing loyalty, rendered aid to the cause of American Independence.
- Urge C.A.R. members at age 18 to become dual members of both DAR and C.A.R.
- Support local, state, regional and national C.A.R. activities with monetary donations. The generosity of DAR sustains C.A.R. as it strives to fulfill its mission.
- Complete the C.A.R. Committee portion of the Chapter Master Report. (Additional material about your chapter's interaction with C.A.R. can be sent to the appropriate State Chair). Committee awards will be presented as follows:
  1. C.A.R. membership – How many dual C.A.R./DAR members are in your chapter?
  2. Outstanding Senior Leadership – How many of your members served in a leadership role in the C.A.R.? How many of your members assisted a child to join C.A.R.?
  3. C.A.R./DAR activities – How many chapter programs, meetings, special functions and DAR contests included participation by C.A.R.?
  4. How much financial support did your chapter provide in each of the three levels: local, state, and national (includes regional)?

*Additional Resources:*

- Visit the C.A.R. Committee Webpage: http://dar.org/committees/CAR/index.htm
- Visit the N.S.C.A.R. Website: www.nscar.org

## COMMEMORATIVE EVENTS, Betty S. Bird, *National Chair*

*3214 Cherry Lane, Austin, TX 78703-2752, (512) 474-2108, bbird@austin.rr.com*

The Commemorative Events Committee encourages chapters and communities to *Rise and Shine for America* by becoming involved in at least one program each year to recognize major events in American history. The VanBuren Administration has selected the following milestone events for members to commemorate through significant programs and/or events:

- **Independence Day:** Individual members and chapters should plan ways to celebrate the Fourth of July, our Patriots and the signing of the Declaration of Independence: fly flags, enjoy picnics, watch fireworks, participate in community celebrations (and if you are in lucky enough to be in Washington, D.C., consider marching with DAR in the Nation's Independence Day Parade).
- **50th Anniversary of the Vietnam War:** Chapters are encouraged to continue to recognize Vietnam-era servicemen and women. Be sure to become a commemorative partner of The United States of America Vietnam War Commemoration, sponsored by the Department of Defense http://www.vietnamwar50th.com/. This commemoration will continue through 2024.
- **400th Anniversary of the Mayflower:** The Mayflower is one of the most important ships in American history, having brought the pilgrims to Massachusetts during the Great Puritan Migration of the 17th century. These pilgrims were some of the first European settlers in America. Prior to leaving the ship and establishing Plymouth Colony, they signed the Mayflower Compact, a document which established a rudimentary form of democracy with each member contributing to the welfare of the community.
- **250th Anniversary of the Boston Massacre:** The Boston Massacre was a deadly riot that occurred on March 5, 1770, on King Street in Boston. It began as a street brawl between American colonists and a lone British soldier, but quickly escalated to a chaotic slaughter. The conflict energized anti-Britain sentiment and paved the way for the American Revolution. This marks the first 250th anniversary event associated with the Semiquincentennial celebration.

- **200th Anniversary of the Santa Fe Trail:** The Santa Fe Trail was an 800-mile trade route, begun in 1821 by Trader William Becknell in Independence, Missouri, and extending to Santa Fe, New Mexico. The trail helped to open the region to economic development and settlement, playing a vital role in the expansion of the United States. The route is commemorated today by the National Park Service as the Santa Fe National Historic Trail.
- **100th Anniversary of Suffrage:** More than 70 years after the Seneca Falls Women's Rights Convention first called for the right for women to vote, President Woodrow Wilson called a special session of Congress in 1918 to consider an amendment to the U.S. Constitution that would allow women's suffrage. After passage, it was sent to the states for approval, and in 1920, Tennessee became the 36th state to ratify the 19th Amendment, making it official. Among the earliest proponents were DAR members Susan B. Anthony and Alice Paul.
- **100th Anniversary of the Dedication of the Tomb of the Unknown Soldier:** The Tomb of the Unknown Soldier in Arlington National Cemetery is dedicated to U.S. service members who have died with their remains unidentified. The Unknown Soldiers laid to rest at the Tomb represent all missing and unknown service members who made the ultimate sacrifice – they not only gave their lives, but also their identities to protect these freedoms. The Tomb is the final resting place for Unknowns from World War I, World War II and the Korean War, and it is guarded at all times. The Tomb of the Unknown Revolutionary War Soldier is located in Philadelphia. That memorial honors the thousands of soldiers who died during the American Revolution, many of whom were buried nearby in mass graves.

The National Vice Chair for each event may be found on the DAR Members' Website at http://members.dar.org/committees/events/contact.htm Do not hesitate to contact them concerning information about these commemorations; questions about other commemorative events and reports should be sent to the National Chair.

Chapters are encouraged to submit their programs to their state chair for commendation at the state, division and national levels. Chapters and states will be recognized for presenting the best commemorative events programs. Information should include type of event, details of the program and publicity and sent to your state chair, who will forward to the appropriate National Vice Chair.

---

## COMMUNITY CLASSROOM, Diane Waugh Oliver, *National Chair*

*18 Waverly Place, Aberdeen, NJ 07747-1818, (732) 673-8369, dwo2nj@me.com*

As we *Rise and Shine for America*, it's important for all of us to remember to shine our light on educating the children in our communities. The Community Classroom Committee's purpose is two-fold:

1. to encourage Daughters to volunteer and provide additional support to children in classrooms and schools in their own communities
2. to provide sound lesson plans rich in historical facts, enabling teachers to relay the story of the development of the United States

State Regents are encouraged to appoint a Community Classroom State Chair and ask their chapters to appoint a Community Classroom Chair. The Community Classroom State Chair will provide encouragement, support and ideas for the Chapter Chairs. The State Chair will screen success stories and pictures to be placed on the National Website Committee page. Chapters will be allotted one success story and picture each year.

Chapter Community Classroom Chairs are encouraged to assist their chapters in adopting a classroom or school to provide time and/or financial support. Begin with a teacher in your chapter or a teacher or principal you know. Chapter JAC Chairs, DAR Good Citizen Chairs and American History Chairs also have contacts within your community schools. Ask the teacher or principal what assistance would be helpful in their classroom or school setting.

Suggestions and ideas for assistance your chapter might provide are listed on the NSDAR Community Classroom Committee Webpage. In addition, there are tips on how to get started to volunteer and a place for success stories.

## EDUCATIONAL RESOURCES, Nancy (Nan) Jones, *National Vice Chair*

*4927 Bayshore Drive, Seneca, SC 29672-9147, (864) 654-1539, educationalresources@nsdar.org*

With DAR's focus on education, the Educational Resources component of the Community Classroom Committee provides sound lesson plans rich in historical facts, enabling teachers to relay the story of the development of the United States of America. The committee continues to actively receive lesson plans throughout the year, submitted electronically by our own DAR members and by the public. Lesson plans focus on a variety of topics concerning America, its history, government, heritage, genealogy, as well as related language arts and/or math topics from kindergarten through Grade 12.

Once posted on the DAR Website, the lesson plans are free for all to use in the classroom, as an enrichment activity or to use as a Community Classroom project. To view the lesson plans available, visit this link http://www.dar.org/national-society/education/dar-lesson-plans. New lesson plans are uploaded monthly.

The Lesson Plan Template should be used in the development of the lesson plan. A Cover Sheet accompanies each les-

son plan submitted. These two forms may be found on the DAR Members' Website at **http://www.dar.org/members/forms-publication-category/communityclassroom**.

Please encourage members in your chapter to submit a lesson plan that could be used with schools, clubs, scouts or other interested groups. Submit the completed lesson plans and cover sheets to educationalresources@nsdar.org. If each state submits one lesson plan, there would be 50 available! If each chapter submits a lesson plan, there would be thousands!

If you are a member with expertise in the curricular content areas of elementary and/or secondary social studies, math, language arts, government, history, civics, or economics and would be interested in working with the committee in vetting/evaluating the submitted lesson plans, please send your contact information to educationalresources@nsdar.org. Identify in the subject area of your email—Additional Expert! As the amount of lesson plans submitted increases, we may need additional experts to review them. Please provide information as to your strengths and experience in the K-12 curriculum content areas. If you have any questions, please contact educationalresources@nsdar.org.

*Additional Resources:*

- Lesson Plan Cover Page (CCC-WP-2001): http://www.dar.org/sites/default/files/members/darnet/forms/CCC-WP-2001.pdf
- Lesson Plan Template (CCC-WP-2002): http://www.dar.org/sites/default/files/members/darnet/forms/CCC-WP-2002.pdf
- Educational Resources Flyer: https://www.dar.org/sites/default/files/members/committees/EdResources/pdf/EduResources-Flyer.pdf
- Community Classroom Committee Webpage: https://www.dar.org/members/committees/goals-committee

---

## COMMUNITY SERVICE AWARDS, Holly Lynne McKinley Schmidt, *National Chair*

*751 Park Avenue, Herndon, VA 20170-3237, (703) 819-1693, mckinleyschmidt@gmail.com*

The Community Service Awards Committee provides a unique opportunity for chapters and states to provide a non-competitive recognition to worthy individuals and organizations for outstanding voluntary service. Examples of previously recognized service include unpaid achievements in cultural, educational, humanitarian, patriotic, historical, citizenship, or environmental conservation endeavors.

A chapter may present a limit of two awards per year (January 1 – December 31). Community Service Awards are for recognition of service activities outside of DAR, so DAR members are eligible as long as their service is not related to their DAR activities.

Watch for noteworthy actions in local media outlets and find members of your community who are doing great things! Remember to capture your recognition presentation in pictures or video and consider sending a press release to local media outlets to further honor the recipient's work and to promote the service work of NSDAR.

**Please Note:**

**The State Chair of the Community Service Awards Committee administers the award process. The recipient should not be recognized until approval has been received from the State Chair. Community Service Awards are chapter or state awards. They are not contests and there is no competitive judging on any level. If a potential award recipient is identified in another state, please notify the State Regent in that state rather than initiate the award yourself.**

**Qualifications for the Award**

- The individual or organization must have contributed to the community in an outstanding manner through voluntary heroic, civic, benevolent service, or by organizing or participating in community activities.
- The achievement must have taken place within the past five years with no compensation.
- Members of NSDAR are eligible for this award if the service is unrelated to their DAR activities.
- The award may not be presented to a recipient more than one time for the same achievement and may not be initiated or approved posthumously. Awards that have been approved may be presented posthumously.
- A nominee may not receive more than one NSDAR award for the same accomplishments.
- Community Service Awards are non-competitive awards of recognition and a way for DAR chapters and states to honor noteworthy community service activities.

**Recommendations for Award in Community Service**

The Chapter/State Recommendation Form for Community Service Award (CSA-1000) may be printed from the NSDAR Members' Website on the Forms page. Please use the most current form and electronically complete this form. Typewritten forms will facilitate review.

The chapter or state initiates the award nomination by sending the State Chair a nomination packet that contains:

- Two copies of the completed recommendation form.

- One copy of the documentation, which may include a detailed description of service, letters of recommendation, newspaper articles showing date line and title of publication and internet documentation showing web address and date retrieved. The documentation is limited to eight pages and is NOT to be bound or laminated.
- A check for $7 payable to Treasurer General, NSDAR, for the certificate and pin. If an organization is receiving the award, it may be appropriate to present a certificate and pin to more than one organization representative. In that case, include a check for the appropriate number of certificates and pins. An award to an organization will count as one award regardless of the number of certificates and pins presented.
- One stamped envelope for mailing the approved form to NSDAR.

**The Review Process**

The State Chair will review the nomination for approval. If all qualifications are met, she will send the approved form and the check to The DAR Store in the Office of the Corresponding Secretary General. Upon receipt of the approved form, The DAR Store will mail the certificate and pin to the chapter or state. **Allow six to eight weeks for processing.**

The State Chair notifies both the National Division Vice Chair and the national chair of all Community Service Award approvals, giving name of recipient, specific service for which the recipient is being recognized, and the sponsoring chapter or state. This information is sent at the time the award is approved.

*Additional Resources*:

- Visit the Community Service Awards Committee Webpage: https://www.dar.org/members/committees/national-committees/community-service-awards/committee-overview
- Recommendation Form for Community Service Awards (CSA-1000): http://www.dar.org/sites/default/files/members/darnet/forms/CSA-1000.PDF

---

## CONSERVATION, Zia K. Lowe, *National Chair*

*101 Bush Cove, TX 78602-2400, (512) 789–3724, zialowe@gmail.com*

The Conservation Committee was established by the 18th Continental Congress in 1909 with a focus on protecting and conserving our natural resources.

Today, climate change and the misuse of our natural resources pose a real threat to our national security and to the well-being of future generations. Contamination of our land and water, destruction of our forests and wetlands, the introduction of non-native species of plants and animals and a warming climate threaten our agriculture, infrastructure and health as well as the majestic beauty of our great country. The mission of this committee is to educate members about these issues and to promote and encourage good stewardship practices that benefit the environment.

- *Conservation Minute*: Chapters should present a Conservation Minute at every meeting; Minutes are available on the DAR Members' Website.
- *DAR Conservation Award*: Each chapter and state society may present one DAR Conservation Award (medal with certificate) per year to a worthy non-DAR volunteer.
- *Earth Day/Arbor Day*: Plan an activity for one or both of these environment-focused observances by having a conservation program at a chapter meeting, participating in or hosting a public event, or volunteering for a conservation project.
- *No Straw September Challenge*: In September, all DAR members are encouraged to skip the straw.
- *Report*: Please provide information on your chapter activities in the Chapter Master Report. Stay current with Committee news by reading the National Conservation Courier newsletter found on the DAR Members' Website. Together, we can have a positive impact on the environment *as We Rise and Shine for America*.

**Plastic Pollution Awareness, Beyond the Water Bottle**

Did you know that it is estimated that Americans use 500 million plastic straws per day? Straws have become an unnecessary yet standard component of our lifestyle, but they are wreaking havoc on our environment. Reducing plastic pollution is more than just skipping the water bottle. Skip the straws. All DAR members are encouraged to take the Skip the Straw Challenge in September. Plastic straws are just one step towards less plastic pollution. Please do continue to skip the water bottle as well as plastic grocery bags when possible. All members are encouraged to participate in consistent plastic recycling.

**Chapter Challenge: "Sea to Shining Sea"**

Plastic pollution is a great threat to our lakes, rivers and oceans. Most plastic pollution in our water comes from land pollution. Chapters are challenged to organize and/or participate in a community cleanup of a lake, river or ocean. The goal is for 100 chapters to organize a cleanup in 2019.

**DAR Conservation Award**

The NSDAR Conservation Award is to recognize an adult non-DAR member with a distinguished volunteer conservation record. The criteria for issuance include outstanding efforts in wildlife and nature centers, resource management, preser-

vation of native habitat, youth leadership, raising public awareness and promoting sustainability and good stewardship and conservation education. The nominee must be sponsored by a chapter or state organization. This award may be presented at any time during the year, there is no deadline. Applications should be sent no less than 8 weeks in advance of a proposed presentation date. This committee issues the NSDAR Conservation Medal. For additional information, see Chapter XV of the *DAR Handbook*.

*Additional Resources:*

- Please visit the Conservation Committee Webpage: https://www.dar.org/members/committees/national-committees/conservation/committee-overview
- Instructions for NSDAR Conservation Award (CON-1000): https://www.dar.org/sites/default/files/members/darnet/forms/CON-1000.PDF
- Recommendation for Presentation of NSDAR Conservation Award (CON-1001): https://www.dar.org/sites/default/files/members/darnet/forms/CON-1001.PDF

---

## CONSTITUTION WEEK, Holly Stone Blair, *National Chair*

*48 Magnolia Terrace, Springfield, MA 01108, (413) 734-6886, constitutionweekdar@gmail.com*

In a time in American history when a woman's influence was typically known only by home and family, those women who had the opportunity to know men of great influence offered their inspirations to support the rights of this burgeoning democracy. In March of 1776, Abigail Adams famously advised her husband John, who was serving in the Continental Congress in Philadelphia and involved in developing a "new Code of Laws," to please "Remember the Ladies." In 1788, Mercy Otis Warren, who had often found herself privy to the conversations had by many of these same influential men, used her talents as a writer to promote the need for the first 10 amendments known as the Bill of Rights. In 1848, the Women's Suffrage Movement officially began in New York and fought for nearly a century for the women's right to vote; in 1892, Ida B. Wells, led an anti-lynching crusade to further the fight for African American rights and equality.

Women were demanding to be heard, and legislators listened as the 19th amendment was ratified on August 18, 1919. A woman's influence on her society was growing as evidenced by the rise of service groups such as the Daughters of the American Revolution. Leaders, including Mamie Geneva Eisenhower, whose membership in NSDAR no doubt influenced her husband and 34th President of the United States, Dwight D. Eisenhower, to "Remember the Ladies" in 1956 when he signed into law the DAR-initiated resolution to observe Constitution Week.

In carrying on this tradition of women's voices influencing change in America, the Constitution Week Committee actively encourages today's DAR members to visit the DAR Members' Website for many tools and ideas to help state and chapter societies promote Constitution Week in their local communities, schools and both news and social media.

September 17-23, 2019, will commemorate the 232th anniversary of the signing of the Constitution, and chapters will *Rise and Shine for America* as they keep the legacy alive by actively encouraging activities such as Bells Across America, on Tuesday, September 17, to ring in the week-long celebrations through community events, programs, displays and news articles. There are many ways to celebrate, including:

- **Contact** churches, schools, courthouses, fire houses, historical societies, veterans' groups, colleges and city government to ring bells on Tuesday, September 17, at 4 p.m.
- **Recite the Preamble to the Constitution of the United States of America** during patriotic exercises and read a **Constitution Minute** at each meeting. Recite the Preamble in the town square on Tuesday, September 17, after ringing the town bell.
- **Schedule and present a new or existing Constitution program** or invite a judge, political science professor or constitutional lawyer to speak on the Constitution at your September meeting.
- **Create a program** on the founding documents, Founding Fathers or the ratification process.
- **State Chairs** should request their Governors to sign a Constitution Week proclamation. Try to attend the signing with a group of DAR members. Share the document with your state's chapters via email or social media.
- **Chapter Chairs** should ask local, city and county officials to sign Constitution Week proclamations. Sample proclamations can be found on the committee webpage.
- **Involve Junior members** by encouraging them to place articles in their university newspapers and hold a bell ringing ceremony.
- **Issue** media spot announcements, which are available on the committee webpage.
- **Assist youth volunteers** such as C.A.R., Junior American Citizens, scouts, church groups and others to fly the American flag, ring bells and hold educational programs.
- **Create Constitution Week displays** in libraries, schools, colleges, city halls, churches, store fronts and other public places. Order Constitution Week posters and supplies from The DAR Store online at http://members.org/shop or by phone at (888) 673-2732 and through other sources listed on the committee webpage.

- **Create Constitution Week kits** and include a few or all of the following items: a small American Flag, the Preamble to the Constitution, the Pledge of Allegiance to the Flag of the United States of America, the American's Creed, a small bell, a pocket U.S. Constitution booklet, leaflets on American history, a poster and other patriotic educational supplies. Donate them to youth organizations and encourage everyone to ring their own bells.
- **Read the Constitution!** Learn about current news events and issues that involve the U.S. Constitution. Be a smart, knowledgeable and informed citizen; know your rights under the Constitution; encourage others to read this critically important document.
- **Educate the public about the 228th Anniversary of the Ratification of the Bill of Rights** on December 15, 1791, and celebrate the blessings of freedom that our Founding Fathers provided for us.
- **Visit the Constitution Week Committee Webpage:** https://www.dar.org/members/committees/national-committees/constitution-week/constitution-week-committee for information such as: The Preamble, Constitution Week Toolbox, Working with Schools and suggested activities, along with the contests and the awards calendar.

---

## DAR GOOD CITIZENS, Kathy J. McClelland, *National Chair*

*P.O. Box 254, Gate City, VA 24251-0254, (276)386-7125, wkmcclelland@embarqmail.com*

The DAR Good Citizens Committee recognizes and rewards male and female high school seniors who exemplify the qualities of a good citizen: dependability, service, leadership and patriotism. This program is open to senior-class students enrolled in accredited public or private secondary schools that are in good standing with their state boards of education.

This year there is a major change to the program. It has been approved that each state is to have one male and one female DAR Good Citizen winner. Each division will then be selecting two winners: one male and one female. There will then be 16 students judged at the national level (i.e. eight males and eight females.) This new procedure will result in two national winners—one male and one female. The selection process at the chapter level is *unchanged*. Each chapter will continue to choose **one** DAR Good Citizen applicant to proceed to the next level of judging.

Forms and the latest information is available in the DAR Members' Website at www.members.dar.org.

*Additional Resources:*

- Program and Scholarship Contest Program Overview (DGC-1000): https://www.dar.org/sites/default/files/members/darnet/forms/DGC-1000.pdf
- Student Cover Sheet (DGC-1001): https://www.dar.org/sites/default/files/members/darnet/forms/DGC-1000.pdf
- Scholarship Contest Instructions (DGC-1002): https://www.dar.org/sites/default/files/members/darnet/forms/DGC-1002.pdf
- Scholarship Essay Instructions (DGC-1003): https://www.dar.org/sites/default/files/members/darnet/forms/DGC-1003.pdf
- Chapter Chairs Instructions (DGC-1004): https://www.dar.org/sites/default/files/members/darnet/forms/DGC-1004.pdf
- Chapter Chair's Order Form/Sample Letter for School Contacts (DGC-1005): https://www.dar.org/sites/default/files/members/darnet/forms/DGC-1005.pdf
- Judge's Evaluation Form (DGC-1006): https://www.dar.org/sites/default/files/members/darnet/forms/DGC-1006.pdf

---

## DAR MAGAZINE, Aubrey Williams, *National Chair*

*7105 Champions Circle, Franklin, TN 37064, (812) 320-4170, DARaubrey@gmail.com*

The *American Spirit* magazine is an award-winning publication that features well-written and beautifully illustrated stories of interest to everyone who enjoys history, genealogy, patriotism and education.

Our DAR Magazine Committee is intended to encourage every DAR member to subscribe to the magazine, which includes the companion *Daughters* newsletter, designed to keep every member up-to-date on the official business of the NSDAR. Six editions each of American Spirit magazine and the *Daughters* newsletter cost just $18 per year. *Chapters and state organizations are encouraged to strive for having at least 30 percent of members subscribe, with a goal of 40 percent.* In addition, chapters and members are invited to provide gift subscriptions for their local libraries, schools, senior citizen centers, family members and more.

The **DAR Magazine Committee 2019 Guidelines and Instructions** and the committee webpage on our DAR Members' Website at https://www.dar.org/members/committees/national-committees/dar-magazine/american-spirit-daughters-newsletter contain important information and forms for:

- The "Spread the American Spirit" annual subscription contest for chapters
- Submissions for "With the Chapters" and "State Activities" sections in the *Daughters* newsletter
- *Daughters* newsletter advertising
- Friends of American Spirit pin
- Relevant forms including subscription form, media kit, etc.

- Additional resources for chapters to encourage subscriptions and gifting
- *American Spirit* digital magazine archive
- Contact information for the committee (including National Division Vice Chairs)

For the latest information, additional forms are available in the DAR Members' Website at www.members.dar.org.

Help us *Rise and Shine for America* by raising awareness of DAR's purpose, relevancy and vibrancy through our award-winning magazine!

*Additional Resources:*

- DAR Magazine Guidelines and Instructions (MAG-2001): https://www.dar.org/sites/default/files/members/darnet/forms/MAG-2001.pdf
- Friends of American Spirit Gift Subscription Form (MAG-2000): https://www.dar.org/sites/default/files/members/darnet/forms/MAG-2000.pdf
- American Spirit Subscription Contest Information (MAG-1008): https://www.dar.org/sites/default/files/members/darnet/forms/MAG-1009.pdf
- Chapter Subscription (Long) Form (MAG-1003): https://www.dar.org/sites/default/files/members/darnet/forms/MAG-1003.pdf
- Daughters Newsletter Advertising Media Kit (DNL-1000): https://www.dar.org/sites/default/files/members/darnet/forms/DNL-1000.pdf
- Daughters Newsletter Chapter/State Advertising Agreement (DNL-1001): https://www.dar.org/sites/default/files/members/darnet/forms/DNL-1001.pdf
- Daughters Newsletter Commercial Advertising Agreement (DNL-1002): https://www.dar.org/sites/default/files/members/darnet/forms/DNL-1002.pdf

---

## DAR MUSEUM OUTREACH, Barbara McDonald Frankenberry, *National Chair*

*79 Ye Olde McDonald Orchard Lane, Inwood, WV 25428-5311, (304) 261-1696, BFrankenberry@aol.com*

**Beverly Tomb, *National Vice Chair – Museum Docents***

*2122 Grayson Place, Falls Church, VA 22043-1617, (703) 241-4152, bnbtomb@gmail.com*

**Beverly Gentry, *National Vice Chair – Museum Correspondent Docents***

*3801East Arbor Lake Drive, Hernando, FL 34442-5503, (352) 212-2363, beverlygentry19@gmail.com*

The DAR Museum supports the National Society's goals of preservation, education and patriotism by collecting, preserving, exhibiting and interpreting the material culture and social history of pre-industrial America. The collection and preservation of objects was an original component of the NSDAR vision when the Society began in 1890. The founders imagined "a place for the collection of historical relics…, portraits, pictures, etc. … in a fireproof building". With the unveiling of Memorial Continental Hall in 1910, the DAR Museum officially opened its doors to the public. We encourage all members, chapter and state organizations to become involved with the DAR Museum and learn more about the historical significance of the objects in the DAR Museum, as we *Rise and Shine for Ameria*.

**How Do I Get Involved?**

- Join the Docent Program
- Become a Correspondent Docent
- Order a Portable Education Program (PEP) for your chapter meeting or another local event
- Donate funds to support DAR Museum education programs and the conservation/restoration of the collection
- Follow the DAR Museum on Facebook,YouTube and online at www.dar.org/museum.

**DAR Museum Docent Program**

The DAR Museum Docent Program is a volunteer group under the direction of the Curator General and the DAR Museum staff. As a participant of the program, the docent's mission is to support the goals of the museum by providing the public with tours of the DAR Museum in an educated, well-trained and professional manner. Docents must complete the training course provided by DAR Museum staff and are expected to volunteer on-site at least twice a month. For more information, please e-mail museum@dar.org.

**Correspondent Docent Program**

The DAR Museum Correspondent Docents are members who, under the direction of the Curator General, National Vice Chair and museum staff, volunteer to promote the DAR Museum and its collections by providing public outreach programs to DAR chapters, community organizations and schools in an educated and professional manner. Interested members may apply by submitting the Correspondent Docent Application Form (CG-2006) per instructions to the state DAR Museum Outreach Chair. This form is available on the DAR Members' Website under "Forms.Museum."

Bring the museum to you by ordering one of our Portable Education Programs (PEPs)! The DAR Museum PEPs travel across the country to visit schools and groups of all ages. The museum offers three programs for children and schools: School & Play, Money & Jobs and Food & Clothing. Curriculum is designed for the fourth and fifth grades, though teachers of other grades have successfully used the materials as well. For DAR chapters and other adult audiences, we offer the PEP called Colonial Household. You can learn more about the PEP programs at https://www.dar.org/museum/education/pep. Book your PEP today by visiting https://www.dar.org/museum/education/pep

**Donations**

The DAR Museum relies on the generous support of members for exhibitions, educational programs and publications, as well as the acquisition and conservation of objects. Participation by state organizations, chapters and individuals in the programs guarantees the preservation of the DAR Museum's artifacts and the implementation of DAR Museum programs. All contributors to any of the DAR Museum funds must complete the Donations and Contributions Form (DEV-1003). The completed form, along with a check made payable to the Treasurer General, NSDAR should be included with each contribution. Donations may be made in honor or in memory of loved ones. Call the Office of Development if you have any question or would like to make a donation over the phone (800) 449-1776.

- **Friends of DAR Museum:** Donations to the Friends of DAR Museum fund support many of the Museum's initiatives, including educational outreach and programming. While we accept donations of any amount, in order to be eligible to purchase the Friends of DAR Museum pin, a one-time donation of at least $200 is required.
- **Adopt-an-Object Program:** Donations to the Adopt-an-Object fund ensure the preservation of DAR Museum's collection for future generations. Please check the online wish list to see the current objects available for adoption. Objects from the wish list must be adopted directly from the website. While we accept donations of any amount to the fund, in order to be eligible to purchase the Adopt-an Object pin, a one-time donation of at least $100 is required. You can access the wish list at http://www.dar.org/giving/dar-wishlist/conservation.
- **Museum Keeper fund:** Donations to the Museum Keeper fund go toward the acquisition and conservation of DAR Museum collections. While we accept donations of any amount, in order to be eligible to purchase the Museum Keeper pin, a one-time donation of at least $500 is required.
- **Give-a-Book-Program:** Donations to the Give-A-Book program support the Museum Library, a reference library available to museum staff and docents, DAR members, students and the general public. Please check the online wish list to see the current list of books requested by our curators and educators: http://www.dar.org/giving/darwishlist/books-and-resources.
- **Object Donations:** We encourage DAR members to submit potential donations to the DAR Museum curatorial staff for consideration. If you have an object you would like to donate, please send a photograph and description of the object to museum@dar.org. You will be contacted once your item has been reviewed. If you have any questions regarding donations or the online wish list, please contact the Office of Development at (800) 449-1776.

*For more information:*

- Like the DAR Museum on Facebook and subscribe on YouTube.
- See a full list of our upcoming programs at http:www.dar.org/museum/education/calendar-events (includes Girl Scout programs, family events, school programs, lectures and more!)
- Sign up for our monthly newsletter: https//vr2.verticalresponse.com/s/darmuseum-events

*Additional Resources:*

- Forms: http://www.dar.org/members/forms-publication-category/dar_museum
- Donating to the Museum: http://www.dar.org/members/committees/national-committees/dar-museum-outreach/donating-museum
- Wishlist for museum object conservation and books: http://www.dar.org/giving/dar-wishlist/dar-museum
- Correspondent Docent Programs: http://www.dar.org/members/committees/national-committees/dar-museum-outreach/correspondent-docent-programs

---

## DAR PROJECT PATRIOT, Stephanie Wolfley, *National Chair*

*P.O. Box 8712, Alexandria, VA 22306-8712, (540) 383-8679, darwolf1776@gmail.com*

DAR Project Patriot Committee supports America's active duty military personnel and their families. DAR members can continue the long history of service and support for military men and women in order to exemplify the spirit of *Rise and Shine for America*.

**Key projects promoted by this committee are:**

Today, with military troops serving overseas, DAR members can continue serving these active duty men and women following in the footsteps of those who achieved our nation's independence by providing comfort items from "home." At the national level, DAR support is focused on these five groups:

- Wounded service personnel receiving treatment at the Landstuhl Regional Medical Center in Landstuhl, Germany. At Landstuhl, requested clothing items for the Chaplain's Closet are purchased and donated by the National Society.
- Wounded service personnel receiving treatment at San Antonio Military Medical Center in San Antonio, Texas.
- We provide items as requested for distribution by the Warrior and Family Support Center.
- Wounded service personnel receiving treatment at Walter Reed National Military Medical Center in Bethesda, Maryland.
- We provide items as requested for distribution by the Warrior Transition Brigade.
- Service members from all over the United States who are deployed overseas through the Mobilization Training Site Camp Atterbury in Indiana. We provide items as requested.
- Marine Base Camp Pendleton, California supporting deploying and returning service members and their families.

**Additional projects promoted by this committee are:**

- **DAR Women Supporting Women in Military Service:** Deployed military women appreciate comfort items from home, which may be difficult to replenish when they are away from home and stores for an extended time.
- **Chaplains Serving in Afghanistan:** Phone cards are provided to Chaplains, to distribute to troops, with whom they are serving in remote areas of Afghanistan, enabling them to be able to call their families.
- Members are encouraged to join in the Wear **RED** Movement, which asks Americans to show solidarity and support for our deployed service members until they return safely home to their families. By wearing red every Friday to show that they "**R**emember **E**veryone **D**eployed," participants carry to national levels the message that our deployed military is never forgotten.
- **Volunteer as chapters and individuals** with the USO in various ways such as at airport lounges; at key hospital locations including Bethesda, Ft. Belvoir, San Antonio and Landstuhl; with the reading program which allows children to record a virtual book to be read by a deployed family member; and with the military spouse program.

Monetary donations from chapters and individuals to DAR Project Patriot Committee are to be sent to the NSDAR Office of Development on Form DEV-1003, designated for DAR Project Patriot. These donations enable this committee to provide requested items in bulk. A minimum donation of $100 will qualify one to purchase the DAR Project Patriot Pin from Hamilton Jewelers to wear on the official ribbon.

Each State Chair is encouraged to promote and support the nationally approved projects of the DAR Project Patriot Committee within her state. While individual state projects may be undertaken, these dilute the effect of the National DAR Project Patriot. If a state project is proposed, it must be approved by the State Regent and the State Board of Management with funding through a state project fund managed by the State Treasurer. While supportive of state initiatives, NSDAR does not endorse separate state projects.

Chapter members are also encouraged to *Rise and Shine for America* by supporting dedicated men and women serving in all branches of the armed forces. Activities in which chapter members may participate, in addition to the National Projects, include the following:

- Mail care packages to troops, who are friends or relatives of members
- "Dining with the Wounded Warriors"—provide home cooked meals for troops recovering at local area facilities
- Mail manufacturers' product coupons to overseas bases for use by military families on base (for base addresses, refer to website: http://www.grocerysavingtips.com/militaryfamilycouponproject/shipping.htm). When reporting donations, only report number of coupons sent, since there is no face value.
- Donate food/comfort items to local USO centers
- Befriend families of deployed troops

By supporting the objectives and activities of this committee, members are exemplifying the spirit of *Rise and Shine for America*.

*Additional Resources:*

- Please visit the DAR Project Patriot Committee Webpage: https://www.dar.org/members/committees/special-committees/dar-project-patriot/committee-overview
- What You Can Do: http://www.members.dar.org/committees/projectpatriot/programs.htm

---

## DAR SCHOLARSHIP, Barbara L. Grant, *National Chair*

*9286 West Avalanche Drive, Boise, ID 83709-5797, (208) 343-3380, scholarships@nsdar.org*

The DAR Scholarship Committee was established in 1923 as the Student Loan and Scholarship Committee. In 1979, it was renamed the DAR Scholarship Committee. The purpose of the committee is to provide a means to help students attain higher education.

***NEW THIS YEAR — DAR Scholarship Committee has an on-line scholarship application process!***

The VanBuren Administration is pleased to announce beginning in August 2019, all students applying for scholarships offered by the DAR Scholarship Committee will submit their applications using an on-line application process. **Emailed or mailed applications will no longer be accepted.**

- **The DAR Scholarship Committee direct URL link to the on-line scholarship application submission portal is:** http://dar.academicworks.com/scholarships
- Additional information about DAR Scholarships and a link to the on-line application process can also be found on the DAR Website at: https://www.dar.org/national-society/scholarships
- **Scholarship applications for the 2020 academic year will be accepted Thursday, August 1, 2019 through Saturday, February 15, 2020 at midnight (Eastern Standard Time).**
- Students will enter and upload all of the required scholarship application information using the on-line application process (e.g., personal statement, transcripts, activities, proof of citizenship, and if required—their financial need information).
- Individuals providing letters of recommendation will be able to submit their information confidentually through the on-line application process once the student has set up their scholarship profile.

**DAR Scholarship Committee – General Eligibility Criteria:**

- DAR Scholarships are awarded and judged without regard to gender, race, color, religion, national origin, or disability.
- Applicants must be citizens of the United States. Proof of citizenship includes a photocopy of the applicant's birth certificate or naturalization papers (with the social security numbers covered) or the information page of the U.S. Passport (with the photograph covered).
- Applicants must attend or plan to attend an accredited college or university in the United States.
- All multi-year scholarships, typically renewable up to four years, must be for consecutive years of attendance at an accredited college or university in the United States.
- Applicants should carefully review the criteria for each scholarship, as some have special stipulations.
- Inclusion of personal photographs on any page of the application will result in disqualification.
- Please note, DAR chapter sponsorship of an applicant is no longer required; however, a chapter or state chairman may work with students by assisting them with their applications prior to submission.
- Only the applicants selected as the recipient of each scholarship will be notified. After the approval of the national Executive Committee, recipients will be contacted directly by the DAR Scholarship Committee National Chair no later than May 15, 2020. Scholarship payments will be mailed out during the first week in August.
- All scholarship recipients will be asked to provide a sealed official transcript, which should be sent to NSDAR headquarters and the office of the Reporter General. In addition, multi-year scholarship recipients must send their transcripts to the Office of the Reporter General-Committee Services, NSDAR, 1776 D Street NW, Washington, DC 20006-5303 by July 1 of each year.

**DAR Scholarship Committee's Scholarships:**

There are 27 scholarships sponsored by the DAR Scholarship Committee. The scholarships are funded by endowments from wills or outright gifts of individuals or families which stipulate certain conditions. NSDAR honors those wishes and is required to do so. The DAR Scholarship Committee Webpage found on www.dar.org provide specific information and outline the eligibility criteria for each scholarship. The President General appoints a National Vice Chair to coordinate and judge the following DAR Scholarships:

*General Scholarship*

- Richard and Elizabeth Dean Scholarship

*Daughters and Sons of DAR Members Scholarship*

- Lillian and Arthur Dunn Scholarship

*History, Economics, Government and Political Science Scholarships*

- Dr. Aura Lee and James Hobbs Pittenger American History Scholarship
- Michael T. and Mary L. Cloyd Scholarship (undergraduate study in American history)
- DAR Centennial Scholarship (graduate study in the field of historic preservation)
- Lucinda Beneventi Findley History Scholarship
- Enid Hall Griswold Memorial Scholarship (political science, government, history, economics)

*Medical Scholarships*

- Dr. Francis Anthony Beneventi Medical Scholarship
- Irene and Daisy MacGregor Memorial Scholarship
- Leslie Andree Hanna Medical Scholarship
- Alice W. Rooke Medical Scholarship

*Nursing Scholarships*
- Caroline E. Holt Nursing Scholarship
- Madeline Pickett (Halbert) Cogswell Nursing Scholarship
- Mildred Nutting Nursing Scholarship
- DAR Nursing Scholarship for the University of the District of Columbia

*Occupational/Physical Therapy Scholarship*
- Occupational/Physical Therapy Scholarship

*Elementary and Secondary Teacher Education Scholarships*
- Edward G. and Helen A. Borgen Elementary Teacher Education Scholarship
- Edward G. and Helen A. Borgen Secondary Teacher Education Scholarship

*Specific Scholarships*
- Arthur Lockwood Beneventi Law Scholarship
- Mary Elizabeth Lockwood Beneventi MBA Scholarship
- Margaret Howard Hamilton Scholarship (for study at the University of the Ozarks)
- Robert Hunter Swadley Horticulture Scholarship
- Nellie Love Butcher Music Scholarship
- William Robert Findley Graduate Chemistry Scholarship
- Leo W. and Alberta V. Thomas Utz Scholarship – English
- Leo W. and Alberta V. Thomas Utz Scholarship – Math
- Leo W. and Alberta V. Thomas Utz Scholarship – Science

Other scholarships sponsored by DAR are available from the American Indians Committee and the DAR Good Citizen Committee which conducts a DAR Good Citizen Award and Scholarship Contest. For information about these scholarships please refer to the NIP and DAR website pages pertaining to the work of these committees.

**How Your Chapter and State Organization Can Help the DAR Scholarship Committee:**

Chapters and state organizations are encouraged to *Rise and Shine for America* by sharing information about DAR Scholarships in their communities. Here are some ideas:
- Assist students with their scholarship applications.
- Provide information about DAR Scholarships to chapter members at Fall chapter meetings.
- Provide information about DAR Scholarships to members at District and State meetings.
- Create DAR Scholarship information packets or informational emails and make them available to student resource centers and guidance counselors at local high schools, charter schools, community colleges, colleges and universities.
- Provide links on your chapter and/or State organization websites to the DAR Scholarship Committee public website pages.
- Write a press release about DAR Scholarships and/or local scholarship recipient(s) and submit it to your local newspaper.
- Include information about DAR Scholarships in your chapter brochures or public Facebook pages.
- Post DAR Scholarship information on bulletin boards at your local library, community centers, or youth centers.
- Recognize high school student(s) in your area if selected as recipient(s) for a chapter, State or DAR scholarship by inviting them to a chapter meeting or by attending their senior awards ceremonies.

**Friends of DAR Scholarships Fund**

Help the DAR Scholarship Committee continue to expand its scholarship program by encouraging contributions to the Friends of DAR Scholarships Fund. To make contributions to this fund please use Form DEV-1003 found on the Development Committee Webpage under the forms section. Friends of DAR Scholarships is listed as item #17. To proudly show your financial support for this fund, Hamilton Jewelers has a lovely pin *Friends of DAR Scholarships* for purchase to wear on your official DAR Insignia Ribbon.

*Committee Webpage content includes:*
- Access to the DAR's online URL link and scholarship application process is found at: http://dar.academicworks.com/scholarships
- General information
- Description and eligibility criteria for each of the DAR's scholarships
- Scholarship Q & A

*Additional Resources:*

- Visit the DAR Scholarship Webpage: http://members.dar.org/committees/scholarship/index.htm
- DAR Scholarship State Chair and Chapter Information Sheet (SCH-1003): https://www.dar.org/sites/default/files/members/darnet/forms/SCH-1003.pdf
- DAR Scholarship Checklist and Application (SCH-1001): https://www.dar.org/sites/default/files/members/darnet/forms/SCH-1001.pdf
- DAR Scholarship Financial Need Form (SCH-1002): https://www.dar.org/sites/default/files/members/darnet/forms/SCH-1002.pdf
- Educational Resources – Scholarships (SCH-WP-1004): https://www.dar.org/sites/default/files/members/darnet/forms/SCH-1004.pdf

---

## DAR SCHOOL, Morgan Meyr Lake, *National Chair*

*645 Touchdown Drive, Jackson, MO 63755-3527, (573) 225-2614, morganlake@me.com*

***Hooked on DAR Schools***

The Daughters are committed to the DAR Schools — Hook, Line and Sinker! Members, chapters and states dedicate their time, talent and resources to supporting the work of this committee. For NSDAR, educational giving is part of our most important work and we hope that you will support the *Friends of DAR Schools Fund* in order to fulfill our mission of education. With your help, the Daughters can make a reel difference in the lives of children.

- Wear the special "School of Sunfish" pin, available during the VanBuren Administration, 2019-2022. The cost of the pin is $25 and can be purchased through your state DAR School Chair or through The DAR Store. All funds from the sale of the pins will be allocated to special projects identified at the six approved schools.
- Bait your chapter members into learning more about the work and mission of each DAR School by planning a chapter program or "DAR School minute."
- Visit each of the DAR School websites for more information on the mission and scope of each school. The website addresses can be located in the *NSDAR Directory* and in the DAR Schools booklet. Both resources are available in The DAR Store. The school websites can also be found on the DAR School Committee Webpage at: http://members.dar.org/committees/school/index.htm
- Make a splash at your state conference with a DAR School event.
- Tackle a special chapter fundraiser for the *Friends of DAR Schools Fund*. Chapters that share the details of their successful events in the CMR will be considered for special recognition. Funds collected by chapters and states for the *Friends of DAR Schools Fund* may be submitted through your state treasurer to the Treasurer General to be deposited in the *Friends of DAR Schools Fund*.
- Members should consider a donation to the *Friends of DAR Schools Fund*. This fund provides education support for post-secondary students, maintenance needs of buildings, property and equipment, student needs and for general support at any of the DAR Schools. Donors receive Heritage Club credit.
- By contributing $200 to the *Friends of DAR Schools Fund,* individuals may purchase the "Friends of DAR Schools" pin from Hamilton Jewelers to wear on the official DAR ribbon. Use the Donations and Contributions form DEV-1003 to make this contribution.
- Send your box tops and thrift items directly to the participating schools.
- Don't be a fish out of water — attend the DAR School Luncheon during Continental Congress to learn more about the DAR Schools and to meet the school administrators and representatives.

Let's get ***Hooked on DAR Schools*** during the VanBuren Administration!

*Additional Resources:*

- Visit the DAR School Committee Webpage: https://www.dar.org/members/committees/national-committees/dar-school/committee-overview
- Contact Information for DAR Schools and Approved Schools: http://members.dar.org/committees/school/schools.htm
- Donations and Contributions Form (DEV-1003): https://www.dar.org/sites/default/files/members/darnet/forms/DEV-1003.PDF

---

## DAR SERVICE FOR VETERANS, Kristine J. Wood, *National Chair*

*5394 Vista Hermosa, Cypress, CA 90630-3071, Cell: (714) 883-5696, kristinejwood@gmail.com*

The DAR's commitment to supporting America's veterans dates back to its founding in 1890. DAR has provided assistance to veterans from the Civil War, Spanish-American War, World War I, World War II, Korean War, Vietnam War, Desert Storm, Persian Gulf War and the Global War on Terrorism.

The DAR Service to Veterans Committee includes the Veterans Affairs Veteran Services (VAVS) Representatives who serve three-year terms at the invitation of the President General. As the liaison between VA Hospitals and local chapters, they allow members to effectively serve the needs of their local hospitals.

**The DAR Service for Veterans Committee also provides members and chapters with many opportunities to support veterans:**

- Recognizing outstanding volunteers. Your chapter input enables us to find the:
  1. Outstanding Veteran Volunteer Award
  2. Outstanding Youth Volunteer Award
  3. Outstanding DAR Service for Veterans Award.
- Registering with Wreaths Across America to sponsor wreaths and participate by attending and laying wreaths at local ceremonies.
- Assisting veterans by supporting local Honor Flight opportunities and activities.
- Preserving veterans' history by collecting and conserving audio/video and oral history though the Veteran History Project of the Library of Congress.
- Assisting female veterans in particular. Women veterans have very specific needs. Seek out and support women veterans, organize projects to collect items, host baby showers and provide additional support as needed. "Don't forget the ladies."

Our veterans deserve our full support. Did you know that today's veterans are 50 percent more likely to take their own lives than the general population? The challenges of adjustment and transition, post-traumatic stress, military sexual trauma, traumatic brain injury and physical disabilities are issues facing many of today's veterans. Remember: A veteran is someone who wrote a blank check made payable to the United States of America for an amount up to, and including, their life. As we *Rise and Shine for America*, let's show veterans the love, support and recognition worthy of their sacrifice.

*Additional Resources:*

- Visit the DAR Service for Veterans Committee Webpage: https://www.dar.org/members/committees/national-committees/dar-service-veterans/committee-purpose
- General Instructions (DSFV-1009): https://www.dar.org/sites/default/files/members/darnet/forms/DSFV-1009.PDF
- Awards Information for Chapter Chairs (DSFV-1007): http://www.dar.org/sites/default/files/members/darnet/forms/DSFV-1007.PDF
- Nomination Form (DSFV-1001): http://www.dar.org/sites/default/files/members/darnet/forms/DSFV-1001.PDF
- Publicity Release Form (DSFV-1006): http://www.dar.org/sites/default/files/members/darnet/forms/DSFV-1006.PDF
- Judge's Form (DSFV-1004): http://www.dar.org/sites/default/files/members/darnet/forms/DSFV-1004.PDF
- Verification Form (DSFV-1005): http://www.dar.org/sites/default/files/members/darnet/forms/DSFV-1005.PDF
- VAVS Representative and Deputy Representative Recommendation Sheet (DSFV-1010): http://www.dar.org/sites/default/files/members/darnet/forms/DSFV-1010.PDF
- Judge's Evaluation Form (DSFV-1011): http://www.dar.org/sites/default/files/members/darnet/forms/DSFV-1011.PDF
- Wreaths Across America: https://wreathsacrossamerica.org/fundraising
- Honor Flight: https://www.honorflight.org
- Veteran History Project: http://www.loc.gov/vets/

---

## HISTORIC PRESERVATION, Leslie R. Miller, *National Chair*

*840 Lake Forest Parkway, Louisville, KY 40245-5180, (502) 551-9626, DARhistoricpreservation@gmail.com*

*Rise and Shine in Historic Preservation!* The Historic Preservation Committee encourages chapters and states to demonstrate their commitment to historic preservation by both setting an example in their communities and by recognizing those who share a passion for preserving local history. It is a great way to engage the public with our mission! New in this administration will be the **DAR Historic Preservation Grants** (known formerly as the DAR Special Projects Grants but now focused exclusively on historic preservation projects).

This committee's overall objectives are to provide grants to support historic preservation projects; encourage best practices; recognize significant volunteer efforts; and maintain a database of historic sites and properties that are owned, maintained or operated by DAR chapters and state societies. The following awards and projects are available:

1. Historic Preservation Medal
2. Historic Preservation Grants
3. Historic Preservation Recognition Award
4. Historic Preservation Project Contest
5. Historic Sites and Property Preservation

State Regents are requested to appoint a State Chair for Historic Preservation, who should educate members by presenting workshops and programs, conducted in cooperation with the State Historian. That chair should familiarize members with the DAR Historic Preservation Grant process, the medal/contest requirements and application/nomination forms, as well as encourage them to complete/update the NSDAR Historic Sites and Property Report Form and stay current with committee initiatives via https://dar.org/members/committees/national-committees/historic-preservation/objective.

**Historic Preservation Medal**: The purpose of the prestigious Historic Preservation Medal is to recognize and honor a person who has done extraordinary work over a long period of time in establishing a historic district, preserving a local landmark, restoring or preserving objects of historic cultural significance, or establishing or participating in oral history projects, youth leadership and education as it pertains to historic preservation at the regional, state and/or national level. This non-competitive award is administered by the National Chair, with no time line for applications. If the application is successful, the National Chair will send a letter of approval to notify the chapter or state society it may purchase a Historic Preservation Medal directly from Hamilton Jewelers, and a certificate will be sent by the Office of the Reporter General. Instructions and application forms can be found on the DAR Members' Website.

**DAR HISTORIC PRESERVATION GRANTS, Carol A. Felsen, *National Vice Chair***

*26 Pinewood Road, Guilderland, NY 12084-9760, (518) 452-1729, hpgrants@nsdar.org*

Through the DAR Historic Preservation Grants program, the National Society provides financial support for local community projects which exemplify the Society's historic preservation mission. This is the only funding mechanism that DAR offers to support historic preservation in local communities, and it represents excellent public relations potential to share the valuable mission of DAR.

Examples of projects considered for grant funding includes restoration of historic buildings; digitization or preservation of documents and records; preservation of historical items; erection of new or rededication or relocation of existing historical sites' markers; cemetery headstone and monument conservation.

**Your chapter or state organization has an opportunity to sponsor a grant proposal and thereby:**

- Create local awareness of NSDAR, its mission areas and its support of community projects
- Generate visibility for your local chapter and a reputation for involvement in your community
- Participate in a worthy local program through sponsorship, thus creating a source of pride and achievement for your chapter Daughters
- Attract local women who are interested in the mission areas of NSDAR to membership and active participation in your chapter
- Earn DAR Chapter Achievement Award points

The required application format is available on the program websites. The application must be accompanied by an NSDAR chapter or state organization sponsorship letter. The 2020-2021 Historic Preservation Grants Application Instruction Sheet contains current instructions and requirements. Current detailed program and application requirements, information and guidance are available on the NSDAR Public Website at www.dar.org/grants and on the DAR Members' Website at http://members.dar.org/committees/historic preservation/index.htm.

Only grant applications strictly conforming to the application requirements will be judged.

Requisites to apply for a Historic Preservation Grant include an IRS determination letter designating the applicant as a 501(c)(3) public charity organization and a project completion time frame of one year from the date of initial NSDAR grant funding (June). Projects, or phases of large projects, may not begin before May 1, 2020. Grants for public charity organizations 503(c)(3) are restricted to a maximum of $10,000; applications under $2,000 are encouraged. Separate grants for NSDAR State Organizations or Chapters are restricted to a maximum of $40,000 for State or Chapter-owned historically significant properties. All grant applications must strictly conform to the complete application process outlined above. In the case of DAR-owned historic properties, when requesting a grant of more than $10,000, a letter must accompany the application addressing the necessity of the preservation project. This substitutes for a sponsor letter.

Applicants must have secured funds for completion of the entire project, less the amount of the grant application, in order to assure DAR of the completion of the total project. Thus a $100,000 project (no matter the phases) requires secured funding of $90,000 in order for the entity to apply for a grant of $10,000. 1:1 matching funds are required for DAR grant applications when the total project is no more than twice the amount of the grant request.

A grant proposal must provide direct support for a project. Annual conferences, events, trips, camps or workshop expenses are not eligible. Administrative or operating costs are disallowed; examples include travel, food, printing, postage, office expenses, or employees' salaries or benefits. Work performed by paid staff which is allocated to the project is not allowed. Improvements to building property such as restrooms, elevators, electrical, plumbing, or security systems, handicapped ramps or sidewalks are not accepted since they have no historical value. Also not approved are administrative expenses such as archeological excavations, inspections, permits, architectural drawings, etc.

This year's grant applications must be **postmarked by December 31, 2019**, and mailed to the attention of the National Vice Chair at the address above. Early submissions may be reviewed by the National Chair for compliance with the grant requirements and changes allowed if corrected by December 31. Successful grantees will be notified by May 1, 2020, and, following receipt of the signed Grant Agreement and documentation of matching funds, payment of the first half of the grant amount will be disbursed by NSDAR. Following the project completion date and receipt by the National Vice Chair of the final project report from the grantee, the remaining grant balance will be remitted to the grantee.

Only one grant will be awarded to an entity within any DAR National administration (example: July 2016–June 2019, July 2019–June 2022, etc.).

To discuss questions, please contact, or encourage your interested non-profits to contact, this Vice Chair at any time, at hpgrants@nsdar.org.

### HISTORIC PRESERVATION RECOGNITION AWARD, Sally Patterson, *National Vice Chair*

*712 Esplanade Drive, Ridgeland, MS 39157-5131, (281)556-1451, Cell (281)467-5571, sepfromlsu@comcast.net*

The purpose of the Historic Preservation Recognition Award is to recognize and honor an individual or group that has done remarkable work at the community level in the area of historic preservation. The award may be presented to DAR members and non-members and is designed to recognize worthy local individuals and groups for outstanding achievements in all areas of historic preservation, including buildings, landmarks, monuments, cemeteries, historic districts, statues, museum collections, manuscripts, documents and archival materials; writing or compiling and publishing books on historic preservation projects, historical properties, genealogical and court house records and photography collections; compiling oral histories; and serving as historical guides, interpreters, or docents. The recipient/recipients are expected to have contributed to their community in an outstanding volunteer manner. This award may be presented by state societies or chapters and is administered by the National Vice Chair. This is a non-competitive recognition award with no time line for applications. Applicants will not be judged against other applicants. Once the applicant has been approved by the National Vice Chair, she will send a letter of approval for the purchase from The DAR Store of a pin and certificate which may be issued by the chapter or state society. *Note:* one pin and certificate issued per award. Instructions and application forms can be found on the DAR Members' Website.

### HISTORIC PRESERVATION PROJECT CONTEST, Sue Simpson, *National Vice Chair*

*P.O. Box 6167, St. Joseph, LA 71366, (318) 372-8734, Memesue@cebridge.net*

The purpose of this contest is to recognize and honor a DAR chapter or state society that has completed an outstanding project in historic preservation. Projects could involve preserving a historic site, landmark, historic district, or property, all of which may be publicly, privately or DAR-owned. The project must be sponsored by a NSDAR chapter or state society and have been completed in the last two years. After states select their winners (chapter and state), the state winners are forwarded to the division level for judging. Division-level winners receive certificates. Division winners are then forwarded to the National Vice Chair. National first-, second-and third- place chapter and state society winners are chosen, and certificates are prepared for Continental Congress each year. Instructions and application forms can be found on the DAR Members' Website.

### HISTORIC SITES AND PROPERTY PRESERVATION, Sandra "Sandy" McCann, *National Vice Chair*

*2900 Ball Road, Centerburg OH 43011-9700, (740)625-6799, Cell 740-358-2869, smccann@embarqmail.com*

The Historic Sites and Property Preservation project is charged with finding and cataloging all NSDAR sites and properties and determining the condition and tourism availability of each. These properties may include cemeteries, landmarks, forests, buildings, rooms and so forth, which NSDAR owns and/or maintains. Location, funding, historical significance, historical designations, promotional material and availability information are all needed for each property. The National Vice Chair evaluates and administers this information and includes it in an NSDAR database as it arrives from chapters and state societies. All state societies and chapters are asked to complete the NSDAR Historic Sites and Property Report Form, which can be found on the DAR Members' Website.

*Additional Resources:*

- Visit the Historic Preservation Committee Webpage: https://www.dar.org/members/committees/national-committees/historic-preservation/objective
- Application Checklist for Historic Preservation Medal (HP-1009): https://www.dar.org/sites/default/files/members/darnet/forms/HP-1009.PDF
- Application Checklist for Historic Preservation Recognition Award: (HP-1008): https://www.dar.org/sites/default/files/members/darnet/forms/HP-1008.PDF

- Instructions for Historic Preservation Project Contest (HP-1005): https://www.dar.org/sites/default/files/members/darnet/forms/HP-1005.PDF
- Rating Sheet for Judges (HP-1003): https://www.dar.org/sites/default/files/members/darnet/forms/HP-1003.PDF
- Historic Sites and Property Report Form (HP-1004): https://www.dar.org/sites/default/files/members/darnet/forms/HP-1004.PDF
- Historic Sites and Properties Database: https://www.dar.org/members/committees/national-committees/historic-preservation/historic-sites-and-properties
- Historic Preservation Brochure: https://www.dar.org/sites/default/files/members/committees/preservation/pdf/NSDARHPBrochurePRINT.pdf
- *DAR Handbook and National Bylaws* (DHB-1000): https://www.dar.org/sites/default/files/members/darnet/forms/DHB-1000.PDF
- Instructions for DAR Historic Preservation Medal (HP-1000): https://www.dar.org/sites/default/files/members/darnet/forms/HP-1000.PDF
- Historic Preservation Medal Application (HP-1001): https://www.dar.org/sites/default/files/members/darnet/forms/HP-1001.PDF
- Historic Preservation Recognition Award Application (HP-1006): https://www.dar.org/sites/default/files/members/darnet/forms/HP-1006.PDF
- Historic Preservation Project Contest Application (HP-1002): https://www.dar.org/sites/default/files/members/darnet/forms/HP-1002.PDF

---

## JUNIOR AMERICAN CITIZENS (JAC), Kimberly L. Zeman, *National Chair*

*1023 S.E. 15th Avenue, Deerfield Beach, FL 33441-7123, (954) 614-1715, zemankldar@gmail.com*

The Junior American Citizens (JAC) Committee teaches America's school children, through JAC clubs and contests, the principles of our democratic government and an appreciation for our country's history and heritage. Through these opportunities and recognition of students' work, we hope to encourage today's children, our Junior American Citizens, to rise and shine to become the future leaders of our country.

The origins of the JAC Committee can be traced to October 1901, when the Cincinnati, Ohio Chapter organized a club *"to teach … children some knowledge of the underlying principles of our government, of American sentiment, and of all that will go toward making them good citizens."* Junior American Citizens is the National Society's second oldest youth-oriented committee, preceded only by the Children of the American Revolution.

All chapters are encouraged to assist schools and youth groups, such as scout troops, C.A.R. societies and service organizations in forming JAC clubs. Through the sponsoring DAR chapter, clubs can meet daily, yearly, or somewhere in between. Chapters are also encouraged to promote the JAC contests. The contests are open to all children, ages preschool to 12th grade, in the areas of art, creative expression and community service. A child does not have to be a JAC club member to enter. The JAC Committee awards the Thatcher Award to mature JAC members and adults who have shown outstanding leadership, dedication and service to the JAC program. It is a very prestigious and special award and should not be awarded lightly by the presenting chapter or state society.

Please see the committee website for additional information including forming a JAC club, contest themes, guidelines, the Thatcher Award and all required forms.

*Additional Resources:*

- Visit the Junior American Citizens Committee Webpage: https://www.dar.org/members/committees/national-committees/junior-american-citizens/committee-home
- General Information for DAR Members 2020 Theme (JAC-1001): https://www.dar.org/sites/default/files/members/darnet/forms/JAC-1001.PDF
- Publicity, Scrapbook and Thatcher Award For DAR Members (JAC-1005): https://www.dar.org/sites/default/files/members/darnet/forms/JAC-1005.PDF
- Information for Judges and Teachers/Leaders and Contest Entry Form (JAC-1007): http://members.dar.org/darnet/forms/JAC-1007.PDF
- JAC Contest Registration Form (JAC-1008): https://www.dar.org/sites/default/files/members/darnet/forms/JAC-1008.PDF
- Contest Guidelines for Teachers/Leaders and Theme (JAC-1009): https://www.dar.org/sites/default/files/members/darnet/forms/JAC-1009.PDF
- Contest Categories (JAC-1010): http://members.dar.org/darnet/forms/JAC-1010.PDF
- JAC Cover Letter): https://www.dar.org/sites/default/files/members/darnet/forms/JAC-1011.PDF
- Junior American Citizens—Educational Programs: https://www.dar.org/sites/default/files/members/darnet/forms/JAC-1012.PDF

## LITERACY PROMOTION, Alice A. Miles, *National Chair*

*64548 Joe Neil Road, Bend, Oregon 97701-8872, (541) 389–9694, amilesdar@gmail.com*

The objective of the Literacy Challenge Committee, first established in 1989, has not changed. In 2007 the committee's name was changed to Literacy Promotion to better reflect the work of the committee: to promote adult literacy and involvement in literacy programs for children and adults. This committee's goal is to Shine a Light on Literacy as we examine the causes of illiteracy and how we can help fulfill the objectives of this committee.

**The statistics on illiteracy are shocking:**

- Approximately 32 million adults in America are considered to be illiterate, about 14 percent of the entire adult populations cannot read.
- Among developed nations, the U.S. ranks 6th for adult reading skills.
- Between 40-44 million adults (20-23 percent) are limited to reading at the basic or below basic proficiency level.
- Women are better readers. Thirty-eight percent of men report reading at the lowest proficiency levels compared to 33 percent of women.
- Estimated 63 million adults read between sixth- to eighth-grade level.
- Just 11 percent of men and 12 percent of women are proficient readers.

**Areas of Emphasis:**

- Focus on literacy skills: reading, writing, vocabulary, spelling and comprehension.
- Learn the root causes of illiteracy.
- Partner with DAR committees and other organizations whose goal is to improve literacy.
- Honor those members, chapters and states who dedicate their time to promote literacy.

**CONTEST**: See the Literacy Promotion Contest Information form (LP-1000) for instructions. Use the Literacy Promotion Committee Outstanding Service Contest Entry form (LP-1004) to submit applications to recognize the Outstanding Service of DAR Members, Chapters and States. The service must be provided voluntarily outside of that member's employment or normal duties.

For more information on this committee and its annual contest to recognize outstanding literacy promotion efforts by members and chapters, please see the internet links below.

*Additional Resources:*

- Visit the Literacy Promotion Committee Webpage: https://www.dar.org/members/committees/special-committees/literacy-promotion/about-literacy-promotion-committee
- Literacy Promotion Committee Contest Information (LP-1000): https://www.dar.org/sites/default/files/members/darnet/forms/LP-1000.PDF
- Outstanding Service of a DAR Member/Chapter/State Contest (LP-1004): https://www.dar.org/sites/default/files/members/darnet/forms/LP-1004.PDF

## NATIONAL DEFENSE, Laurie Parker Nesbitt, *National Chair*

*12274 Sedgeway Lane, Lovettsville, VA 20180-2758, (571) 366-0359, Laurienesbitt@verizon.net*

The National Defense Committee strives to preserve our American heritage of freedom, protect the U.S. Constitution and ensure the survival of our national sovereignty. To this end, the committee advocates a strong American military defense and unwavering faithfulness to the ideals of the Founding Fathers as set forth in the U.S. Constitution.

The *National Defender* newsletter, published bi-monthly on the DAR Members' Website, contains articles about vital current national issues relevant to the committee's aims. All Daughters are invited to send articles to the National Chair for possible inclusion in the *National Defender.* Please include a **signed Permission to Use Articles & Photos form** with submitted articles. This form (ND-2002) is on the committee's webpage on the DAR Members' Website.

Chapters are encouraged to use national defense material, in full or summarized, from the *National Defender*, *American Spirit* magazine, and *Daughters* newsletter for committee reports at all regular meetings. A (minimum) three-minute report at all regular meetings earns points on the Chapter Achievement Award (CAA).

Members are encouraged to join in the Wear **RED** Movement, which asks Americans to show solidarity and support for our deployed service members until they return safely home to their families. By wearing red every Friday to show that they "**R**emember **E**veryone **D**eployed," participants carry to national levels the message that our deployed military is never forgotten.

Chapters can also receive CAA recognition for presenting DAR ROTC/JROTC medals, DAR Outstanding Cadet medals, DAR Youth Citizenship medals, and DAR Distinguished Citizen medals.

**ROTC/JROTC and Cadet Medals:**

- The DAR Gold ROTC Medal is awarded to a college or university graduate being commissioned in one of the U.S. Armed Forces (one medal per ROTC unit.)
- The DAR Bronze JROTC Medal is awarded to either a junior or senior student in a secondary school JROTC program, or to a graduating junior college participant in a ROTC program (one medal per JROTC unit.)
- The DAR Outstanding Cadet Silver Medal is awarded to a student for participation in a non-ROTC, military-affiliated cadet program funded by the school or privately, such as the Naval Sea Cadet Corps, Civil Air Patrol Cadet Program, National Defense Cadet Corps, Young Marines, California Wing Cadet Programs, Navy League Cadet Corps, and Joint Military Cadets of America (one medal per year per cadet unit.) Medals are worn according to cadet program protocol.

**DAR Citizenship Medals:**

- The DAR Youth Citizenship Medal is awarded to a boy or girl in grades 5-11 (one medal per grade per school.) The medal may also be awarded to youth in service and patriotic organizations.
- The DAR Distinguished Citizen Medal is presented to an individual, 18 years of age or older, who exemplifies the qualities of honor, service, courage, leadership and patriotism. This medal may be awarded to emergency first responders, active duty military and veterans of the United States Armed Forces, and citizens who have contributed to the defense and/or security—and thereby the freedom—of the community, state, or nation in an exceptional manner. The State Chair of the National Defense Committee administers the medal.

Medals are ordered through the DAR Store. When ordering ROTC/JROTC and DAR Outstanding Cadet medals, specify the name of the school, the branch of the Armed Forces unit where the medal will be awarded and the name of the chapter presenting the medal. Include medal presentations in annual chapter, state and division reports.

The *DAR Handbook* (DHB-1000) and the DAR Members' Website provide further detailed information and instructions on National Defense activities.

Report the total amounts of contributions to a state national defense fund, local chapter national defense award programs and scholarships or other monetary awards to ROTC/JROTC and Outstanding Cadets on the Chapter Master Report.

*Additional Resources:*

- National Defense Committee Webpage: https://members.dar.org/committees/defense/index.htm
- *National Defender*: https://www.dar.org/members/forms-publication-category/sec_natdef
- DAR Distinguished Citizen Nomination (ND-2004): https://www.dar.org/sites/default/files/members/darnet/forms/ND-2004.pdf
- Permission to Reprint (ND-WP-2002): https://www.dar.org/sites/default/files/members/darnet/forms/ND-WP-2002.pdf
- Division Vice Chairs' Report (ND-WP-1002): https://www.dar.org/sites/default/files/members/darnet/forms/ND-WP-1002.pdf
- State Chairs' Report (ND-WP-1001): https://www.dar.org/sites/default/files/members/darnet/forms/ND-WP-1001.pdf
- *DAR Handbook and National Bylaws* (DHB-1000): https://www.dar.org/sites/default/files/members/darnet/forms/DHB-1000.PDF
- The DAR Store online: https://www.dar.org/dar-shopping/dar-online-store
- Remember Everyone Deployed: https://rememberevery onedeployed.org

---

## SERVICE TO AMERICA, Mary M. Tedesco, *National Chair*

*P.O. Box 25, Gloucester, MA 01931-0025, mtedesco.dar@gmail.com*

It's time to *Rise and Shine for America*! The "Rise" portion of the VanBuren Administration's theme is directed at encouraging DAR members to rise up in meaningful service promoting historic preservation, education and patriotism within their communities in order to demonstrate the vibrancy of Today's DAR. **Our goal during the VanBuren Administration is to log 10 million Service to America Hours** into the Service To America online tally at http://services.dar.org/members/committees/ServicetoAmerica/. We need your help to exceed our goal!

**Every Hour Counts!** No number of hours is too small to be recorded. One of the objectives of the Service to America Committee is to quantify the number of hours of meaningful service DAR members are doing in their local communities across the country and around the world. Please assist us in this effort by logging your Service to America volunteer hours, including your DAR work, at http://services.dar.org/members/committees/ServicetoAmerica/. Need clarity about what counts as Service to America? Visit our Committee webpage at https://www.dar.org/members/committees/special-committees/service-america/what-meaningful-community-service. Exceeding our goal of 10 million hours will be a team effort, and we need YOU!

**National DAR Day of Service (on or near October 11):** To honor the anniversary of DAR's founding on October 11, chapters and individuals are encouraged to engage in meaningful service projects in their communities each year on or around October 11. Please share your National DAR Day of Service projects and photos with us by using the hash tag

#DARDayOfService on social media and by posting in the DAR Service to America Committee Facebook Group at https://www.facebook.com/groups/ServiceToAmerica/. And please don't forget to log your Service to America Hours for these projects at http://services.dar.org/members/committees/ServicetoAmerica/. Remember, a Chapter Regent can easily log Service to America Hours collectively for her chapter members into the online tally.

**Salute to Service:** Throughout the VanBuren Administration, we will be conducting a nationwide "Salute to Service" outreach campaign to recognize veterans and active duty military. Additional details will be available soon on the Service to America webpage at https://www.dar.org/members/committees/special-committees/service-america/purpose-committee.

**DAR Service to America Facebook Group:** Please connect with us on Facebook at https://www.facebook.com/groups/ServiceToAmerica/. Our Facebook group is a great place to share your service project ideas, stories and photos, ask questions, and connect with fellow DAR members volunteering in their local communities.

**How can you help us reach our 10 million hour Service to America goal?**

- **State Chairs:** Please encourage Chapter Chairs, Chapter Regents, and all members in your state to log their Service to America hours in the online tally. Set up a Service to America table at state conferences, district meetings, and other DAR events to share service project ideas and assist DAR members with logging their Service to America hours into our online tally.
- **Chapter Regents:** Please appoint a Chapter Chair of the Service to America Committee and encourage your chapter members to log their Service to America hours. For chapter service projects, you can easily log Service to America Hours for your entire chapter into the online tally.
- **Chapter Chairs:** Please encourage your chapter members to log their Service to America hours into our online tally. If a chapter member doesn't have internet access or needs additional assistance, please help her log her hours online. It's important that all chapter members feel included and are able to participate!
- **All DAR Members:** Please help us exceed our 10 million hour goal by logging your hours into our Service to America online tally. Please also share your service projects, stories and photos with us on our DAR Service to America Facebook Group. Every hour counts and your impact does make a difference!

Please join with the Service to America Committee in promoting historic preservation, education and patriotism through meaningful community service projects. We need YOU to help us exceed our 10 million hour Service to America goal for the VanBuren Administration!

---

## THE FLAG OF THE UNITED STATES OF AMERICA, MARGUERITE H. FRITSCH, *National Chair*

*5213 Bella Vista Road, Drexel Hill, PA 19026-4803, margfritsch@aol.com*

This committee, established more than a century ago in 1909, continues to support the original purpose to encourage a patriotic sense of reverence for our flag. Its principle objective is to keep the flag flying, to protect it continuously under all conditions and to educate our citizens regarding its purpose.

**Your chapter may support these objectives in the following ways:**

1. Present a Flag of the United States of America, flown over DAR Constitution Hall or Memorial Continental Hall in Washington, D.C., along with a commemorative certificate. Proceeds benefit the President General's Project. Flags will be flown in honor or memory of an individual, group or organization four times a year. These may be purchased through the DAR Store.
   - April in honor of the start of the Revolutionary War in 1775. Order by March 1.
   - June in honor of Flag Day. Order by May 1.
   - September in honor of Constitution Day. Order by August 1.
   - November in honor of Veterans Day. Order by October 1.
2. Distribute Flag Code leaflets, table-size flags and flag pins to schools, veterans' facilities, retirement homes, etc. This leaflet may be presented at patriotic events such as Flag Day, Veteran's Day and Fourth of July.
3. Encourage members to become familiar with the leaflet called "The Flag Code", which is published by the DAR and has excerpts from the official Unites States Flag Code. These can be purchased through the DAR Store.
4. Present a Braille flag to a blind or sight-impaired veteran or community leader. Ordering information may be found on the committee webpage.
5. Promote flag information to our young people through schools and other youth organizations.
6. Always include a "flag moment" at each chapter meeting. This information may be found on the committee webpage.
7. Present flag certificates in your community to individuals and/or groups who fly the flag continually and fly it correctly.
8. Have a chapter celebration on Flag Day, June 14. *Rise and Shine for America*-Fly the Flag of the United States every day!

*Additional Resources:*

- Visit The Flag of the United States of America Committee Webpage: https: www.dar.org/members/committees/national-committees/flag-united-states-america/about-committee
- The DAR Store: https://www.dar.org/dar-shopping/dar-online-store

---


**WOMEN'S ISSUES, ELEANOR BRINSON QUIGLEY, *National Chair***
*7 Belle Meade Drive SW, Rome, GA 30165-8487, (706) 290-1022, eleanorquig@gmail.com*
**SHARLA LUKEN, *National Vice Chair – Career Issues***
*2680 Orrington Avenue, Evanston, IL 60201-1770, (847) 456-3956, sharlaluken8@gmail.com*
**CINDY HENDERSON, *National Vice Chair – Family Issues***
*17101 Fox Prowl Lane, Edmond, OK 73012-8440, (405) 341-8261, cindyhenderson1@cox.net*
**ELIZABETH THIER, *National Vice Chair – Health Issues***
*6301 Arsenal Avenue, Raleigh, NC 27610-6780, (336) 749-7133, liztrace99@hughes.net*
**DONNA CRISP, *National Vice Chair – Vivian's Outreach To Women***
*239 Duke Street, Unit 405, Norfolk, VA 23510-0919, crisp.donna@gmail.com*


The Women's Issues Committee was established in April 2001 to provide a platform from which to address those issues that are vital to today's women. By focusing on health, career and family, this committee emphasizes how DAR can become an integral part of the lives of women of all ages. Each of these categories impacts the others, as we travel along the intertwining paths of our life.

The national theme of the VanBuren Administration is *Rise and Shine for America*. This committee, with its focus on Women's Issues, can help each of us to accomplish this goal, as we work together as women to promote historic preservation, education and patriotism. Each of us balances work and family, while dealing with issues affecting our home and health. Many of us also balance military service to our country. Our new mandate is to become energized, to *rise* in meaningful service to America, to *shine* by raising awareness of DAR's purpose, relevancy and vibrancy through robust public service. This is the committee to help you focus and to do all that and more!

**What You Need To Know:**

- **2019 Women's Issues National Focus, Family: Prevention of Domestic Violence:** In each year of the VanBuren Administration, this Committee will focus on a different aspect of Women's Issues. The 2019 focus will be Prevention of Domestic Violence. Please see information below, and be sure to refer to the **Women's Issues Committee Webpage** for additional suggestions regarding programs, service projects and essay topics.
- **Programs and Projects:** The National Information Packet (NIP) does not have enough space for all the amazing ideas that Women's Issues has for you – ideas for programs, projects and service! Refer to the **Women's Issues Committee Webpage** and the **Women's Issues DAR Facebook** for inspiration. You, of course, may have additional, new and innovative ideas – please let us know!
- **Essay Contest:** This is your opportunity to express your personal concerns, Daughters! Let's hear from YOU! The specific Rules for Entry and the Entry Form can be found on the **Women's Issues Committee Webpage.** Please note the list of suggested topics, including the 2019 focus on the Prevention of Domestic Violence.
- **Women's Issue DAR Facebook Page:** The page includes additional ideas for meaningful service, as well as materials. Daughters are urged to write about their chapter programs and service projects. Post those photos and ideas! Learn something new every day! Remember to ask the Administrator for access, as a brand-new Women's Issues user.
- **Vivian's Outreach to Women ("VOW"):** The new Vivian Luther Schafer Fund for Indigent and Homeless Women resulted from a generous bequest to the DAR to help homeless women across the United States. DAR will focus on homeless women veterans. More information will soon be made available about this fund.
- **Chapter Master Report (CMR):** Remember to keep records throughout the year, including the numbers of submitted essays and chapter programs. Save news articles and photos taken to complete an extra report to your State Chair for recognition.

**Women's Issues National Theme for 2019: "Prevention of Domestic Violence."**

October is National Prevention of Domestic Violence Month. Wear PURPLE to signify our solidarity with all those protesting Domestic Violence. Domestic Violence takes many forms. As well as the obvious use of physical violence, there is psychological violence, financial isolation, monitoring of friendships, computer monitoring, and on it goes, and all designed to isolate and make dependent the violated individual.

- **Program Suggestions:** Invite the Director of the local (Domestic Violence) Shelter to your meeting to speak about the shelter and its needs. Does a church in your town have a program aimed to help those affected by Domestic Violence? Invite the Pastor or the director of this program to speak and give suggestions on how your chapter can help. Ask if there are any chapter members who have worked in a shelter or worked against or demonstrated against Domestic Violence and invite them to speak about their experiences.

- **Service Project:** Look for the closest women's shelter. Even if Domestic Violence is not its core thrust, it will have women who have suffered and who need help. Ask what your chapter can do. Does the shelter need women's sanitary products, or maybe baby formula, or professional clothing in different sizes as they groom women to reenter the workplace? Perhaps volunteer to teach women how to use the computer to write a business letter or how to professionally answer the phone. Maybe a parenting class for this particular shelter, or donation of children's toys or books for all ages. Each shelter will have its own needs.

**Essay Suggestions for this topic:**

- **FAMILY:** Do you know someone who has suffered abuse of any kind in the past; someone who may be living in a shelter, now, or as a single parent? Have you ever taken meaningful steps in helping the abused and the abuser? How has abuse shaped the family life of a friend?
- **CAREER:** Are, or were, you employed in any function that dealt with domestic violence, e.g., as a social worker or psychologist? Have you worked at a domestic violence women's shelter? Have you ever taken meaningful steps in helping the abused and the abuser as a part of your career path?
- **HEALTH:** How have you observed the suffering of abuse to impact health? What steps did the abused take to regain health? Who were the helpers upon whom the abused rely? If you had to watch as a friend or family member suffered abuse in the past, how did that impact your health? What steps did you take to regain your health?

*Additional Resources:*

- Visit the Women's Issues Committee Webpage: https://www.dar.org/members/committees/special-committees/womens-issues/committee-overview
- Women's Issue Committee Contest: http://members.dar.org/committees/women/contest.htm
- Women's Issue Essay Release Form (WI-1000): https://www.dar.org/sites/default/files/members/darnet/forms/WI-1000.PDF

# GENEALOGY COMMITTEES

### AMERICA 250! MEMBERSHIP TASK FORCE, Christina Davis Bannon, *National Chair*

*15441 West Wheatstone Drive, Homer Glen, IL 60491-6848, (815) 524-4488, christina@christinabannon.com*

The America 250! Membership Task Force was established as a nationwide network of volunteers that offer Chapter Registrars help with new member applications, "Pre Letters" and "AIR" letters. Don't let a prospective member's application languish, let us help you get it verified. Over 300 volunteers across the country are ready and willing to help. Reach out to us for assistance.

**We can help in two ways:**

- Getting assistance with problem new member applications. Volunteers are assigned to help a chapter with new applications, "Pre Letters" and "AIR" letters. Have your chapter prospective sign our permission letter and email it to us to receive help. Email your permission letter and request to 250taskforce@nsdar.org for help with difficult applications.
- Answering questions about the preparation and submission of new members applications. Volunteers are ready to answer your questions should you need help with an application you are preparing. Contacting us by email at apphelp@nsdar.org for answers to questions about how to prepare applications.

Visit our webpage for additional information, to read testimonials from chapters, and find answers to frequently asked questions. Visit our "tools" section with downloadable guides and examples to help you prepare better applications. Our permission letter is also on our webpage.

Our webpage is at Committees—America 250! Membership Task Force.

### LINEAGE RESEARCH, Allie Golon, *National Chair*

*1242 Serene Drive, Erie, Colorado 80516-2439, (303) 471-0544, AGolonDAR@gmail.com*

The Lineage Research Committee is ready to help each chapter *Rise and Shine* with increased membership! Committee members from the chapter, state, district and national levels are available to assist with the lineage research of your prospective members. Don't let the enthusiasm of your prospective members dim with unnecessary wait times when there are resources available to Shine!

**The Lineage Research Committee:**

- Manages and staffs the online **Lineage Research Lookup Board** and the **Lineage Research, NSDAR Facebook Group**;
- Assists with specialty research requests to document lineages for descendants of African-American, Native-American, Jewish, Spanish, French and patriots of other diverse groups;
- Helps locate additional information for pending Applications as requested by verifying genealogists;
- Conducts searches for acceptable documentation that may resolve previously closed lines of DAR proven patriots.

**Chapter Regents, you can *Rise and Shine* by:**

- Appointing a chapter Lineage Research Committee Chair to work closely with your chapter registrar. Encourage your chair to visit our committee webpage and familiarize herself with the many resources and tools available;
- Encouraging all members interested in lineage research to join the Lineage Research Committee team! Members who enjoy the research aspect can work together to complete prospective member Applications faster while they share knowledge among themselves;
- Demonstrating gratitude. Often the work of completing research into a prospective member's Application requires long hours, library trips, creative thinking and more.

**Chapter Lineage Research Committee Chairs, *Rise and Shine* by:**

- Sharing your enthusiasm for lineage research and encouraging others to join the fun! Consider working with other chapter chairs to promote GEP training, Prospective Member Workshops and more;
- Becoming familiar with the many resources available to assist you: the GRS, DAR Genealogy Guidelines, this Committee's webpage, local libraries and repositories, online resources and the experience of your committee members. Create opportunities to learn from one another;
- Posting requests for help on the **Lineage Research Lookup Board** or to the **Lineage Research NSDAR Facebook Group** if you need help with additional documentation.

**State Chairs, opportunities for you to *Rise and Shine* exist, too!**

- *Rise* to any calls from help from your chapters; don't allow anyone's enthusiasm to dim your quick response may help fulfill someone's dream of membership;
- *Shine* by inspiring lineage researchers from your state to share their knowledge and expertise with others, strengthening everyone's research skills and helping chapters grow;
- Keep your communications flowing with consistent news and information to chapter chairs;
- Promote the resources of the Lineage Research Committee (including the **Lookup Board** and **NSDAR Facebook page**) throughout your state;
- Be an enthusiastic supporter of your state's CDRC team as you *Rise and Shine for America!*

*Additional Resources:*

- Lineage Research Committee Webpage: http://www.dar.org/members/committees/national-committees/lineage-research/lineage-research-committee-mission
- Applications/Supplementals: http://www.dar.org/members/applications-supplementals
- Genealogy Research System: http://services.dar.org/members/dar_research/search/?tab_id=0
- Genealogy Guidelines: http://www.dar.org/sites/default/files/members/darnet/forms/RGG-4000.PDF
- Chapter Development and Revitalization Commission: http://www.dar.org/members/committees/commission/chapter-development-and-revitalization/commission-overview

---

## VOLUNTEER GENEALOGISTS, Kathryn Koos-Lee, *National Chair*

*1625 25th Avenue, SW, Albany, OR 97321-7583, (808) 341-6172, vgckkl25@gmail.com*

The Volunteer Genealogists Committee supports the staff of the Register General in its role to verify new member and supplemental Applications. Through the mission and work of this committee, members and chapters *Rise and Shine for America* by providing:

1. Training to members and chapters on current standards of verification for new and supplemental Applications; and
2. Direct assistance to chapters in need.

This committee promotes member enrollment in the DAR Genealogy Educational Program (GEP 1, 2, 3 and DNA and the DAR). Volunteer genealogists are encouraged to become actively involved with the Membership and Lineage Research Committees at both the chapter and state level to 'Attract,' 'Inspire' and 'Mentor' members and prospective members.

**Using Training to Rise:**

- **Become a Volunteer Field Genealogists (VFG)**: Complete online Genealogy Educational Programs: Introduction to Genealogy Research for DAR Applications, GEP 1, and Applying Genealogy Research Techniques to DAR Applications, GEP 2.
- **Become a Volunteer Genealogist (VG)**: In addition to GEP 1 and GEP 2, complete online Genealogy Educational Program Advanced Problem Solving Techniques for Establishing Lineage and Service on DAR Applications, GEP 3.

**Using Training to Shine:**

- **Promote DAR in your community.** Raise awareness about DAR and its mission by assisting prospective members and the public to discover their Revolutionary ancestors.
- **Assist a designated chapter.** After assignment by the State Regent, a Trained Volunteer field genealogist assists a designated chapter with completion of Applications and mentors chapter officers.
- **Become an Electronic Application Reviewer (EAR).** Some volunteer genealogists may qualify to serve as Electronic Application Reviewers, a volunteer position which assists in the preliminary review of electronic Applications.
- **State Regents and State CDR Commission members:** Assign a NSDAR trained volunteer genealogist to a chapter needing assistance with prospective member Applications.
- **State Chairs**: Keep a list of members who have taken GEP classes in the last three years and who are willing to assist other chapters, as well as a list of volunteer genealogists assigned to a designated chapter. You serve as a member of your state Chapter Development and Revitalization Commission.
- **Chapter Regents:** Plan a chapter genealogy workshop or 'paper party', report genealogy activities, and complete a recommendation for your state society's Outstanding Volunteer Genealogist if applicable.

*Additional Resources:*

- Visit the Volunteer Genealogists Committee Webpage: http://members.dar.org/committees/genies/index.htm
- Volunteer Field Genealogist Workshop Log (VGC-1002): https://www.dar.org/sites/default/files/members/committees/genies/pdf/VGC-1002.pdf
- Assignment of a DAR Trained Genealogist to a Chapter (VGC-1001): https://www.dar.org/sites/default/files/members/committees/genies/pdf/VGC-1001.pdf
- Volunteer Field Genealogist–Chapter Assignment Log (VGC-1003): https://www.dar.org/sites/default/files/members/committees/genies/pdf/VGC-1003.pdf
- Registration for Online Genealogy Education Programs: http://daronlineclasses.mrooms.net/

---

## DAR GENEALOGY PRESERVATION, ANN SHADDOCK, *National Chair*

*227 Montibello Drive, Cary, NC, 27513-2467, (919) 454–4779, ams.ncdar@gmail.com*

The goal of this committee is preserving and indexing DAR records that include genealogical, organizational and membership information. The results of the data input are added into computerized, searchable databases.

The current project is the Supporting Documentation Project. Volunteers categorize records that have been submitted with applications and supplementals. These records are identified by their type, for example: birth record, military record, will, bible record, etc. Once the records are categorized, locating a specific document becomes quicker and easier for those who use these records throughout the application process.

DAR volunteers work on their computer from home or where ever they have an internet connection, at a time convenient to them. Instructions are provided and support is available via email. Each volunteer assigns herself a set of documents to categorize. They are in control of when and how much time they wish to contribute, as long as each set is completed within seven days. Sets vary in size, but are generally less than 25 documents per set. To learn more about this committee or to volunteer visit the committee's webpage.

State Regents are asked to appoint State Chairs for this committee. State Chairs should promote this project at state meetings, in state newsletters and through workshops if possible. All DAR members can actively participate at times convenient to their own schedule. Volunteers are an invaluable resource and greatly appreciated.

Recognition of those members who participate in the work of this committee is accomplished by recording their work on the Chapter Master Report (CMR) in the DAR Genealogy Preservation section. Their participation is also recorded on the Chapter Achievement Awards report, "Section 7. Chapter Service and Activities," by checking the box next to DAR Genealogy Preservation.

## GENEALOGICAL RECORDS, Nancy (Nan) Ann Ball, *National Chair*

*306 Patio Drive, Endwell, NY 13760–1580, (772) 200-1917, nanb1620@gmail.com*

Rise to the challenge and Shine a light on family and local records. For more than a century, DAR members have been contributing local genealogical source materials to the DAR Library that could not have been found anywhere else. We have made our Genealogical Records Collection one of the largest known in existence and we must continue to preserve our local histories, assist future applicants, and expand the scope of our library holdings by continuing to gather unpublished records. Directions for collecting and transcribing source records can be found on the Genealogical Records Committee Webpage, and in the publication Instructions for Copying Source Records and Their Preparation for Library Use. Particular emphasis continues to be on records for the period of 1880-1890 which help to fill the void left by the loss of the 1890 Federal census. However, other historical records, particularly family Bibles, cemetery transcriptions, early mortuary records, early church rolls which include birth, death and marriage records and other local records are always wanted.

Through the efforts of many DAR volunteers, more than 66 million names have been indexed. This computerized Every Name Index has opened doors to this wonderful collection, and makes it easily accessible to all, both on the NSDAR Public and Members' Websites. Many thanks are given to the DAR volunteers who synchronized the GRC pages through the Book Sync Project, which makes it easier to view the digital images. More than 84,000 Bible records have been identified and more are being added each year.

Now we have a link directly to the index of the Bible catalog. Look for it at the top of the page beside the GRC link. These Bible records are indexed by the name of the oldest couple listed in the Bible.
Explore these features on the DAR Members' Website under the heading "Genealogy."

*Additional Resources:*

- Visit the Genealogical Records Committee Webpage: https://www.dar.org/members/committees/national-committees/genealogical-records/committee-history-and-overview
- Instructions for Copying Source Records and Their Preparations for Library Use (LG-GRC-2000): https://www.dar.org/sites/default/files/members/darnet/forms/LG-GRC-2000.PDF
- NSDAR Library Master Every Name Index (LG-GRC-2001): https://www.dar.org/sites/default/files/members/darnet/forms/LG-GRC-2001.PDF

## PATRIOT RECORDS PROJECT, Gail E. Terry, *National Chair*

*210 Myricks Street, East Taunton, MA 02718-1412, (508) 822-9378, patriotrecords@nsdar.org*

The National Society Daughters of the American Revolution is fortunate to be working with other repositories of Revolutionary War-era records to obtain copies of unique collections that document American military, patriotic and civil service during this pivotal time in our nation's history. Examples of collections to be indexed include pension files, Virginia Revolutionary War Bounty Land Warrants, Ohio Revolutionary War Bounty Land Warrants, New York Revolutionary War Accounts and Claims and Early American Orderly Books. The resulting index will be available in the DAR Genealogical Research System (GRS). Indexing is done online through a special program within eMembership. DAR member volunteers are provided special access in order to index these records. To volunteer the only requirements are internet service and the ability to read cursive. *Rise and Shine for Ameria* by joining the team of volunteers and going to the Patriot Records Project Committee Webpage and filling out and submitting the contact form. State Regents are asked to appoint State Chairs for this committee. State Chairs should promote this project at state meetings and in state newsletters. They should let chapters know it is an excellent way for their at-home members and those who live out of town to actively participate in DAR while also making a lasting contribution. State Chairs need to submit their CMR reports directly to the national chair no later than March 15 each year.

# ADMINISTRATIVE COMMITTEES

## BYLAWS, Anna Baird Choi, *National Chair*

*3623 Bellevue Road, Raleigh, NC 27609, (919) 622-9905, annachoi.dar@gmail.com*

The Bylaws Committee is an administrative committee that receives, reviews and carefully considers proposals for amendments to the National Society Bylaws. **All proposals for amendments to the NSDAR Bylaws must be submitted to the Bylaws Committee on or before October 1 in the year preceding the desired date for consideration at Continental Congress.**

**PROCESS:** Committees authorized by the Executive Committee, National Board of Management (NBM) and Continental Congress may submit proposed amendments. The following shall be furnished to the Bylaws Committee prior to consideration by the Committee:

1. Amended text
2. Rationale
3. Committee proposing the amendment
4. Date on which the committee voted to propose the amendment
5. Signature of the Committee Chair

Chapters may also submit proposed amendments so long as the proposed amendment is endorsed by an additional nine chapters. Of the 10 chapters proposing or endorsing the amendment, at least five different states shall be represented. The following shall be furnished to the Bylaws Committee prior to consideration by the Committee:

1. Amended text
2. Rationale
3. Chapter information
   a. Name of the chapter and whether it is the proposing or an endorsing chapter
   b. Name of the state in which each chapter is located
   c. Names, addresses and signatures of the Regent and Recording Secretary of each chapter
   d. Date(s) on which each chapter voted to propose or endorse the amendment

**REVIEW:** Proposed amendments received by the October 1 deadline will be reviewed by the Committee and submitted to the Executive Committee. If recommended by the Executive Committee, they will be submitted to the NBM no later than its February meeting proceeding the desired date for consideration at Continental Congress. If recommended by the NBM, proposed amendments will be considered at the next scheduled Continental Congress. All chapters will be notified of proposed amendments no less than 60 days prior to Continental Congress.

Proposed amendments received **after October 1** will be considered only if the Committee has sufficient time to adequately consider the proposed amendments; the Committee Chair shall make the final determination as to whether there is adequate time for the Committee to consider and submit the request to the NBM. If the Committee is unable to submit such request to the NBM at its February meeting, the proposed amendment shall be submitted for consideration at the next regularly-scheduled NBM meeting and if recommended by the NBM, will be submitted for consideration at Continental Congress in the following year.

*Additional Resource:*

- *DAR Handbook and National Bylaws* (DHB-1000): http://www.dar.org/sites/default/files/members/darnet/forms/DHB-1000.PDF

---

## CHAPTER ACHIEVEMENT AWARDS, Susan Leake Harvey Holt, *National Chair*

*10814 Heather Ridge Drive, Sandy, UT 84070-5327, susanholt63@gmail.com*

This committee recognizes chapters for achieving the annual historical, educational and patriotic goals and objectives as set forth by our Society. What a **golden** opportunity it is for your chapter to *Rise and Shine for America* and DAR! Your achievements and success as a chapter are important to us!

The 2019 Chapter Achievement Awards (CAA) report reflects chapter/member activities and contributions for the period January 1, 2019 through December 31, 2019. **To receive recognition, chapters are required to complete the CAA report electronically through the Chapter Master Report (CMR) BEFORE February 1, 2020.** CAA certificates will be distributed to the State Regents during Continental Congress.

**Changes and information about the 2019 form:**

In an effort to encourage volunteerism, incentivize public relations outreach, improve communication and recognize those chapters that help sustain our Society by assisting other chapters, SUBSTANTIAL changes have been made to the Chapter Achievement Awards form. Please note that sections have been moved and some titles have been changed. Pay close attention and **DISCARD** any previous CAA forms.

Remember, NO paper copies will be accepted. Chapters must complete their annual CAA report online via the CMR which can be accessed on eMembership by chapter leaders. Please take time to review the 2019 National Information Packet (NIP), PART I, **BEFORE February 1, 2020**. Chapters experiencing difficulty with this process should contact their State Chair or a State Officer for assistance.

- Paper forms will not be included in the NIP. Use the CAA Committee Webpage on the Members' Website to plan your chapter's yearly goals.
- CAA levels have changed: Level 1 = 400 points +, Level 2 = 300 points +, Level 3 = 200 points +

- Section 2 E: Membership: Points added if your chapter helped to organize a chapter or revitalize a struggling chapter in order to support the greater good of our Society.
- Section 3: Service to America has been added.
- Section 4: Categories of committees have been changed.
- Section 5: Communication areas have been added.
- Section 6: DAR Magazine Newsletter. Item C. has been added for chapter regents' subscriptions.
- Section 8: **All minimum monetary chapter contributions must be sent through the State Treasurer to the Office of the Treasurer General to receive Chapter Achievement Awards credit.** If minimum contributions to combined funds in mission areas categorized in A-D totaled **$100 or more**, **score 175 points, otherwise 0 points**.
- Section 9A: Optional Additional Contributions, added clarification.
- Section 9B: Optional Additional Contributions, note changes in the reporting process.
- "Save CAA and Display Totals" will save the information and tally the points earned.
- Once the form is saved, chapter leaders may access the report as often as necessary **BEFORE February 1, 2020**, to edit the responses as needed by clicking on "Edit CAA".

**Reporting tips and questions about auto-filled numbers:**

- Chapters report financial contributions and activities for the period January 1, 2019, through December 31, 2019. Financial contributions must be made and received prior to the deadline listed below for Section 9.
- The Section 8 deadline is set by your State Treasurer. These donations are sent directly to the State Treasurer.
- The Section 9 deadline: optional additional contributions must be received in the Development Office **BEFORE December 25, 2019**. These donations are sent directly to the Development Office.
- Sections 1, 2, 6 and 9: The sections are auto-filled on the report. Questions about these section numbers are to be directed to the following:
- Section 1 & 2: State Treasurer, the Office of the Organizing Secretary General and chapters can also review the Chapter Reports on eMembership.
- Section 6: State Chair of the DAR Magazine, the DAR Magazine Office and chapters can also review the Magazine Chapter Achievement and Contest Analysis under Chapter Reports on eMembership.
- Section 9: Development Office and chapters can also review the Chapter Reports on eMembership.
- Section 8: This section is NOT auto-filled and must be completed by the chapter. Chapters indicate if all financial contributions were made through the State Treasurer by the state deadline. State Treasurers will independently confirm the receipt of such contributions via the State Treasurer Entry link in the CMR on eMembership.
- Sections 4 & 7: These sections are NOT auto-filled and must be completed by the chapter. Chapter leaders can indicate participation in any of these areas by clicking on the appropriate boxes/circles.
- All reporting must be done through the Chapter Master Report located on **eMembership BEFORE February 1, 2020**. Chapters are encouraged to review the information on the Chapter Achievement Awards Committee's Website including the PowerPoint which has audio and is downloadable.

*Additional Resources:*

- See the Chapter Achievement Awards Committee Webpage: http://members.dar.org/committees/achievement/index.htm
- Checklists: https://www.dar.org/members/committees/national-committees/chapter-achievement-awards/checklists
- Download and share with chapter leaders and Chairs the 2019 CAA Planning Guide (CAA-1001): http://www.dar.org/sites/default/files/members/darnet/forms/CAA-1001.PDF

---

## CHAPTER DEVELOPMENT AND REVITALIZATION COMMISSION (CDRC)

**MARY BANNISTER FRISCH, *National Chair***

*8416 Belinder Road, Leawood, KS 66206, (913) 341-2326, mizfrisch@gmail.com*

The mission of the CDRC is to coordinate the combined efforts of the Offices of the Organizing Secretary General and the Registrar General along with the National Chairs of Membership, Lineage Research, Volunteer Genealogists, DAR Leadership Training Committees and the America 250! Membership Task Force. The goal is to assist chapters and states in attracting new members, retaining current membership and involving all members in DAR activities. We must mentor our members to strengthen their skills and knowledge of DAR. Teamwork and communication are essential to our success. DAR has talent. Your chapter has talent. Unleash that talent and see where your chapter can go.

One way to accomplish these goals is to encourage all state regents to host a registrar training session once a year at either their state Fall meeting or their state conference. The Volunteer Genealogist Committee has individuals trained in the most current standards and policies for creating a successful new member and supplemental Application. *Revised Genealogy Guidelines*, analysis form, style sheet and the most current Application form are tools that will be used in all training classes. The standardization of forms is essential.

This is not an area where we can be ambiguous. A successful Application is one that employs the latest, most up-to-date methods and standards.

- ***Shine!*** – Show and share your enthusiasm for DAR, leadership is part attitude
- ***Have Fun!*** – Members should look forward to attending their chapter meetings
- ***Inspire!*** – Identify and encourage talent in your chapter
- ***Navigate!*** – Lead by example, steer your chapter to new heights, be positive
- ***Empower!*** – Don't micro-manage! There is always more than one way to do things

Each state is encouraged to develop its own state CDRC, mirroring the commission members on the national level and working together as a team to support chapters in their state. The volunteers of the state CDRC, while wearing many hats, have specialties. Take advantage of these talented volunteers. Their job is to help you be successful in growing your chapter ***and*** retaining your members.

**Membership Committee—**this committee can train a chapter in how to contact a prospective member and turn her into an eager and active member of your chapter.

**Lineage Research Committee—**volunteers can help you find that elusive document you need to verify the Application. They will show you how and where to look for supporting documentation necessary to complete the Application.

**250! Membership Task Force—**If you have a PRE or AIR letter that you are having trouble resolving-this is the committee for you. Established in the Dillon administration, this committee has helped verify hundreds of problem Applications. Chapter registrars can contact this national committee directly. Do not delay-if you have a problem, get help immediately! Do not make the prospective member wait and wonder what is going on. She is excited about becoming a member of DAR!

**Volunteer Genealogist**—Do you have a new chapter registrar? Don't leave her in the dark. The Volunteer Genie committee will train your chapter to prepare Applications that will meet current standards. Take advantage of this important committee. Contact the CDRC and we will help your state regent assign a volunteer. By joining forces, the state commission ensures that chapters receive the correct assistance to support their needs.

As our Society continues to *Rise and Shine for America*, each member of the Chapter Development and Revitalization Commission stands ready to provide guidance and assistance to chapters and states. Please feel free to contact your state CDRC or the members of the National CDRC for assistance. The CDRC Webpage contains valuable information: https://www.dar.org/members/committees/commission/chapter-development-and-revitalization/commission-overview.

*Additional Resources:*

- Organizing Secretary General's Webpage: https://www.dar.org/members/executive-offices-nbm/organizing-secretary-general
- Registrar General's Webpage: https://www.dar.org/members/executive-offices-nbm/registrar-general
- Lineage Research Committee Webpage: http://members.dar.org/committees/lineage/index.htm
- Membership Committee Webpage: http://members.dar.org/committees/membership/index.htm
- Volunteer Genealogists Committee Webpage: https://www.dar.org/members/committees/special-committees/volunteer-genealogists/mission-committee

---

## CONTINENTAL CONGRESS, Cornelia "Connie" Ball Olde, *National Chair*

*215 Burd Street, Pennington, NJ 08534-2812, (609) 737-3669, conniebold@aol.com*

Please mark your calendar and make plans to attend the 129th Continental Congress. Opening night will be Wednesday, June 24, 2020, and the Congress concludes with the Memorial Service, final business session and installation of officers on Sunday. From one year to the next, DAR members come to experience the excitement of Congress and to hear of the activities and accomplishments of the National Society. Congress is a time for celebration and fellowship while we *Rise and Shine for America!*

When planning your trip to Washington and Continental Congress, check the DAR Members' Website, http://members.dar.org/congress, for the most current Congress information. This is especially important when making hotel room reservations. The block of hotel rooms held by the Grand Hyatt at the special DAR rate sells out quickly!

The Office of the Organizing Secretary General will mail the credentials packet to Chapter Regents in late February. These credentials and advance reservation forms are due back to that office **postmarked no later than April 15, 2020.**

Included in the March/April issue of the *Daughters* newsletter will be a tentative schedule of the NSDAR club and association meetings, committee and state meetings and other events. Many of these meetings and social occasions are open to all attendees, and they will give you an opportunity to learn, network and enjoy.

All Daughters have an opportunity to be a part of Continental Congress by working on one of the 20+ Congressional Committees. If you are interested, contact your State Regent by January 1 and ask her to submit your name to the Office of the President General. Invitations to serve at Congress come from the President General and, when received, the favor of a reply will be expected.

Come and participate to *Rise and Shine for America* at the 129th Continental Congress.

## DAR LEADERSHIP TRAINING, Janet Chapin McFarland, *National Chair*

*1307 Warrington Place, Alexandria, VA 22307-2055, (703) 765-9425, janetmcfarland76@gmail.com*

The DAR Leadership Training Committee is here to enlighten, educate and inspire current and future leaders of our Society, from our newest members to our most experienced members. Whether you have just joined or have been a member for many years, the DAR Leadership Training Committee has the resources to help expand your knowledge of DAR and the many DAR Committees and to develop your skills as a volunteer leader. Training is offered through the use of online *webinars* and online *Member Training Courses*.

***Webinars*** are available on an ongoing basis covering a wide range of topics including DAR committees, history, genealogy, membership and, of course, leadership and skill building. All webinars are archived for future reference and are a great resource for program ideas for chapter and state meetings. Do you have something you always wonder about or would like to learn more about? Let us know! Or, has your chapter or state had a recent training program that you thought was just exceptional? We would love to hear what you are doing and perhaps we could turn it into a webinar to share with others.

The ***Member Training Courses*** are designed to inspire, educate and enlighten Daughters to be active and involved members. The self-directed online courses are administered at the state level by a state coordinator and are available on the DAR Members' Website under the DAR Leadership Training Committee. For more information on who is your state coordinator, contact this National Chair.

**Currently, the following courses are available:**

- *Members Course* – Explore the many aspects of DAR and what it means to be a Daughter
- *New Horizons Course* – Build confidence and leadership skills as an aspiring or current DAR leader

In order to promote training, the VanBuren Administration has set chapter and state goals for course graduates, with the three-year administration goal based on the January 2020 membership count. Beam with brilliance as your chapter and state rises to meet the challenge to promote leadership training at all levels. Awards will be given at Congress or presented during the President General's visit if achieved prior to her visit.

*Chapter Member Training Awards*

- Chapters with more than 25 percent of its members graduated from the Members Course
- Chapters with 100 percent of its chapter executive board graduated from the Members Course and at least two people, with the chapter regent being one of them, graduating from the New Horizons course

*State Member Training Awards*

- States with more than 15 percent of its total membership graduated from the Members Course
- States with 100 percent of its State Executive Board graduated from the New Horizons Course

Shine even brighter by expanding your knowledge and skills! Please visit the DAR Leadership Training Committee Webpage for additional information, a schedule of upcoming webinars, a listing of archived webinars and information on the Member Training Courses.

*Additional Resources:*

- DAR Leadership Training Committee Webpage: http://www.dar.org/members/committees/standing-committees/dar-leadership-training/committee-overview
- Explore the Webinar Archives: http://www.dar.org/members/committees/standing-committees/dar-leadership-training/webinar-archives

## DEVELOPMENT, Pamela Kelly Alvich, *National Chair*

*455 East 51st Street, New York, NY 10022-6474, (917) 326-0914, pamalvich@gmail.com*

**In accordance with the mission of the VanBuren Administration,** the Development Committee provides support and guidance to the Office of Development regarding the implementation of proposed development programs, solicitation campaigns, initiatives and policy changes; assists with evaluating the effectiveness of NSDAR fundraising efforts in meeting the NSDAR mission and financial goals; and makes recommendations to the Executive Committee regarding fundraising policies.

**NSDAR is a 501(c)3 non-profit organization** and has been sustained for more than 125 years through our Daughters' generous contributions. Your donations help support one of the world's largest buildings of its kind owned and maintained exclusively by women. It belongs to each and every one of us. It is our heritage—and all of this is made possible through member support.

**We encourage fundraising** at the chapter, state and national levels to financially support the programs that promote our mission of Historic Preservation, Education and Patriotism. Development (fundraising) policies are in Chapter VIII of the *DAR Handbook*.

**Giving has been made easy** through the **Sustaining Supporter Program—**For a $5 minimum per fund, per month via credit card charge or electronic transfer from a bank account, the donor tailors their commitment to meet their needs to support the work of the DAR in an area of their interest.

**Recognition Clubs and Donor Walls** have been established to recognize the generosity of our Daughters who donate to the President General's Project, the General Fund, the Guardian Trust Endowment and the many important programs of NSDAR.

- **President General's Project—*DAR Constitution Hall: The Next Act Rise and Shine for our National Historic Landmark***
  1. A gift of $1,250 distinguishes the donor as a Benefactor. The donor will also receive a Benefactor pin, certificate and recognition during Continental Congress and on the ***Rise and Shine for American*** **Donor Wall** at our National Headquarters as well as on the digital donor wall.
  2. Gifts of $300 or more to the current President General's Project will be recognized on the ***Rise and Shine for America*** **Donor Wall** at our National Headquarters as well as on the digital donor wall.
  3. A minimum gift of $100 qualifies the donor to purchase the President General's donor pin, which may be worn on their official ribbon.
- **1890 Annual Giving Circle—**established in 2009 to recognize annual donations of $500 or more to the NSDAR General Fund within a fiscal year. Daughters will qualify to purchase the pin to be worn on their official ribbon and their names will be listed on the 1890 Annual Giving Circle digital donor wall.
- **Guardian Trust Endowment—**established in 2015, this endowment is a permanent and perpetual foundation for financial security of NSDAR with funds to maintain our DAR home. Donations can be made via the Sustaining Supporter monthly electronic payments, one-time donations and the Daughters Tribute Digital Wall.
- **Heritage Club—**established in 1998, recognizes the generosity of our donors who have cumulatively donated a minimum of $500 to any NSDAR program. Recognition levels change along with donation levels, representing the ongoing cumulative total for current gifts and past gifts.
- **Founders Club—**established in 2005 to recognize everyone who has included NSDAR in their estate plans by naming NSDAR as a beneficiary of a will, trust, retirement plan, or insurance policy or have established a Charitable Gift Annuity of $5,000 or more.

**Pin Recognition Eligibility**: If a minimum donation is met in a single contribution OR is met through continuous contributions via the Sustaining Supporter program (except for the President General's Project Benefactor, which requires a one-time donation for pin eligibility) then the donor is entitled to purchase the corresponding pin from Hamilton Jewelers. Please refer to the attached form for giving opportunities.

**Donations can be made t**hrough one-time donations, monthly electronic donations and planned giving.

**Let us help you plan your DAR legacy and the future of DAR.**

*Additional Resources:*

- Visit the Development Committee Webpage: https://www.dar.org/members/committees/standing-committees/development/committee-objective
- *DAR Handbook & Bylaws* – Chapter VIII Development (fundraising) or https://www.dar.org/sites/default/files/members/darnet/forms/DHB-1000.pdf
- Donations and Contributions (DEV-1003): https://www.dar.org/sites/default/files/members/darnet/forms/DEV-1003.pdf
- Gift Recognition Programs Webpage: http://members.dar.org/committees/development/giving.htm
- DAR Giving: http://www.dar.org/giving
- Development Department (800) 449-1776

---

## INSIGNIA, Jamie Burchfield, *National Chair*

*2224 Walnut Manor Drive, Mansfield, TX 76063-5856, (936) 675-1996, jamiedurham@yahoo.com*

DAR pins and insignia are proudly worn to show our service to DAR, our commitment to DAR and its projects, and respect to those in our family line who served in the Revolutionary cause. Here are a few tips to help with pin questions:

- Refer to Q&A section "Let's Talk Pins" on the Insignia Committee Webpage on the DAR Members' Website to read general questions and answers about pins. Join the unofficial closed Facebook page, "Let's Talk Pins," to discuss pins.
- Document OSG-3003 "Pin Requirements" has been added to the Insignia Committee Webpage and pin requirements are also identified on the Hamilton Insignia Website.

- Pins may be ordered directly from Hamilton Jewelers (the official DAR jeweler), by phone, or online. The toll-free phone number is: (800) 786–5890. Online go to hamiltoninsignia.com or visit the DAR Members' Website at https://www.dar.org/members/committees/special-committees/insignia/dar-official-insignia to be linked to the site. When applicable, Hamilton verifies DAR service with the Office of the Organizing Secretary General (OSG).
- Another option is to download the order form from the Hamilton site and send the order with a check or credit card number to the Office of the Organizing Secretary General, 1776 D Street NW, Washington, DC 20006–5303. DAR service is verified in the OSG Office and orders are sent immediately to Hamilton Jewelers.
- Contribution pins require a specified contribution to a fund. Commemorative pins do not require verification.
- Form INS-1000 "Placement of DAR Insignia and Pins on Official Ribbon" is available at https://www.dar.org/sites/default/files/members/darnet/forms/INS-1000.pdf. A copy of this form is included with this NIP.
- Members are encouraged to prepare written instructions concerning the disposition of their pins. Suggested wording may be found on the DAR Members' Website at https://www.dar.org/sites/default/files/members/darnet/forms/OSG-3002.PDF. A copy of OSG-3002 is included with this NIP.
- For additional information, refer to the *DAR Handbook and National Bylaws*, Article XVIII—Insignia.

*Additional Resources:*

- Visit the Insignia Committee Webpage: https://www.dar.org/members/committees/special-committees/insignia/dar-official-insignia
- Placement of DAR Insignia and Pins on Official Ribbon (INS-1000): https://www.dar.org/sites/default/files/members/darnet/forms/INS-1000.PDF
- *DAR Handbook and National Bylaws* (DHB-1000): https://www.dar.org/sites/default/files/members/darnet/forms/DHB-1000.PDF
- Sample Letter for Disposal of DAR Pins for Deceased or Resigned Members (OSG-3002): https://www.dar.org/sites/default/files/members/darnet/forms/OSG-3002.pdf
- Hamilton Insignia: hamiltoninsignia.com

---

## JUNIOR MEMBERSHIP COMMITTEE, JEANELLEN HITER, *National Chair*

*3498 Winthrop Drive, Lexington, KY 40503, (859) 608–7851, jehiter317@cs.com*

For more than 80 years, the National Society Daughters of the American Revolution has trained and developed the next generation of leadership through the work of the Junior Membership Committee. Junior members serve in a variety of roles at the chapter, state and National level bringing new ideas and fresh perspectives to the work of our Society. With their energy and enthusiasm for the work of the Society, and with the encouragement of DAR members of all ages, ***Juniors Light Up Our Lives***. Our symbol during the VanBuren Administration, a trio of fireflies, remind us of our Objectives, our motto, and that DAR is most fun when we work together and shine brighter. In addition to supporting the objectives of the National Society, the Junior Membership Committee supports its own initiatives.

Junior Members light up more than DAR through the Helen Pouch Memorial Fund. Established in 1938, this fund provides continuing support to our six DAR Approved Schools, the annual Helen Pouch Memorial Fund National Project and the Helen Pouch Memorial Fund Classroom Grant Program. Past HPMF National Project recipients include Operation Freedom and Schools Count Corporation. Recommendations for the 2020 HPMF National Project may be sent to your state chair. The HPMF Classroom Grant Program awards two grants for educational programs and supplies to a kindergarten through 12th grade classroom teacher in each state and the District of Columbia. Guidelines for recommending projects for either the HPMF National Project or the HPMF Classroom Grants Program are posted on the Junior Membership Committee Webpage on the Members' Website (www.members.dar.org).

Junior Members raise funds for the Helen Pouch Memorial Fund at chapter, state and national events through fundraisers, the sale of nationally approved Junior products and promotion of Friends of Junior Membership. Please contact your state Junior Membership Committee for more information on how to purchase Junior merchandise. One hundred percent of proceeds support the Helen Pouch Memorial Fund.

The Outstanding Junior Contest is one of the best ways to encourage Junior members in their DAR journey. This award recognizes a Junior member's hard work both in DAR and the community, and allows your chapter to be acknowledged for its support of Junior Membership. Chapters should select a Junior (a member 18-35 years of age) as its Outstanding Junior Member prior to October 31. There is no minimum point requirement to be named Chapter Outstanding Junior. If your Chapter Outstanding Junior has earned a minimum of ten points, and wishes to participate in the Outstanding Junior Contest, refer her to the Junior Membership Committee page on the DAR Members' Website (www.members.dar.org) to download the Outstanding Junior Contest application, rules and instructions. **APPLICATIONS MUST BE POSTMARKED BY OCTOBER 31, 2019**. Chapters may wish to purchase a Chapter Outstanding Junior Member pin from Hamilton Jewelers or a Chapter Outstanding Junior Member Award Certificate from the DAR Store Online to present to their chapter winner.

***Juniors Light Up Our Lives*** across our membership, today, tomorrow and well into the future. This committee is here to harness and direct Juniors' energy and to shed light on your chapter efforts to promote Junior Membership.

*Additional Resources:*

- Visit the Junior Membership Committee Webpage: https://www.dar.org/members/committees/national-committees/junior-membership/what-junior
- Instructions for the Outstanding Junior Member Contest (JM-1008): https://www.dar.org/sites/default/files/members/darnet/forms/JM-1008.PDF
- Instructions and Application for Outstanding Junior Member Contest (JM-1005): https://www.dar.org/sites/default/files/members/darnet/forms/JM-1005.PDF
- Rules for the 2019 Outstanding Junior Member Contest (JM-1003): http://members.dar.org/darnet/forms/JM-1003.PDF
- Outstanding Junior Member Contest National Vice Chair – Contest Notification Form (JM-1009): https://www.dar.org/sites/default/files/members/darnet/forms/JM-1009.PDF
- National Committees for the Purposes of the Outstanding Junior Member Contest (JM-1010): https://www.dar.org/sites/default/files/members/darnet/ forms/JM-1010.PDF
- Letter to Chapter Outstanding Junior (JM-1002): http://members.dar.org/darnet/forms/JM-1002.PDF
- Contest Information for Units Overseas Oustanding Junior Contest (JM-1007): https://www.dar.org/sites/default/files/members/darnet/forms/JM-1007.PDF

---

## MEMBERSHIP, Yvonne Liser, National Chair

*3618-28th Street NE, Washington, DC 20018–2914, (202) 257–4608, li53rby@gmail.com*

The Membership Committee foresees a bright future for DAR! We will energize members to ***Rise and Shine for America*** by working with state and chapter leadership to propel membership to 200,000 by the end of this administration. Yes, we can do this! Let's work together to grow our membership by adding new chapters and encourage the use of programs and recruitment training to attract new members. As much as we love our shiny new members, we cannot ignore our brilliant Daughters. Let's work together to make DAR a meaningful experience in the life of our cherished members, encourage activities meaningful to the community, engage existing members, and enlighten the community of the importance of the work our Daughters perform for the country and community.

**How do we get started on our rise to 200,000 members?**

1. Ensure every chapter and state assigns a Membership Chair to recruit, engage and welcome prospective members. She may be a prospective member, but she can be assigned tasks, participate in chapter and state activities and join in on almost all DAR fun! Set expectations so your prospective member understands the Application process and what is expected of her as a member. Strive to contact newly referred prospective members within 48 hours, getting assistance from other members, if necessary.
2. Use the Prospective Member Database (PMD) as your contact management tool for prospective members and follow up with them regularly. Make notes of their interests (possible future committee chair), assign a chapter member for lineage research, link the prospective member to the submitted Application for auto cleanup, and track their status through the Application process.
3. Engage your members! Interesting and diverse programs and activities will keep members interested. Create a chapter calendar and communicate date to ensure a fantastic turnout. Do you have members that are not local or cannot frequent meetings? Make sure to communicate through greeting cards, newsletters and social media! Notify them of DAR work and training that can be done from their home. Celebrate your members!
4. Know and use DAR resources! The Membership Committee will keep chapters and states informed through our quarterly newsletter, *The Brightest Star*. Share recruitment and retention questions and ideas on the NSDAR Membership Committee Facebook page. Attend conference calls with National Division Vice Chairs. Learn how to develop a State Application Team (SAT). Visit the Membership Committee Webpage for ideas, resources and information.
5. Be an inspiration! Serve as your members' personal ray of sunshine! Share your excitement of being a DAR member. Have pop up get togethers. Budget for a "Sunshine Fund" to help members who might be considering dropping due to financial concerns. Have a prospective member event where members meet and greet and share information with prospective members. Invite members interested in genealogy to have a genealogy Application/supplemental party, sharing resources and enjoying the fellowship. More importantly, have fun!

**State Chairs:**

1. Keep the Prospective Member Database (PMD) up-to-date.
2. Communicate with Members-At-Large to notify of State Society activities and events. Encourage them to join a chapter, if possible.

3. Contact Membership Chapter Chairs to be sure they follow up with prospective members.
4. Forward National Society information and communications to Chapter Membership Chairs
5. Work with the State Organizing Secretary to identify chapters on the brink of failure and provide them with assistance in growing their membership.
6. Work with the State Organizing Secretary to identify areas where a new chapter would prosper and help in finding new organizing members.
7. Work with your State Lineage Research and State Volunteer Genealogists Chairs to find chapters the help they need to complete prospective member Applications.
8. Submit membership success stories to the Membership Committee for your state to be spotlighted in the quarterly newsletter, *The Brightest Star*.

**Chapter Chairs:**

1. Set a goal for annual membership growth that is feasible for your chapter – a 10 percent addition through new members by Application is a reasonable goal and should help offset the loss of members through death, resignation and relocation. Communicate this goal to your entire chapter. Make them a part of your chapter's success by encouraging them to bring a friend to a chapter meeting or event and provide updates to your chapter on your membership achievements. Encourage Life Membership.
2. Hold new member orientation events, invite members to volunteer for committees that interest them, and encourage members to sign up for the Member and New Horizons courses.
3. Work to retain members by involving them in membership activities; correspond regularly with homebound, working, and out of town members who cannot attend meetings; and follow up with each member who has not paid their dues by mid-October. Our goal is 0 percent of members to resign or be dropped for non-payment of dues!
4. Invite and welcome guests and new members to the chapter; learn about members' interests and talents and put them to work; inspire members with opportunities to serve and celebrate the successes of members and the chapter as a whole – have fun!
5. Submit membership suggestions and success stories to your State Chair for recognition.

**DAR Membership Luminary Challenge**

During the VanBuren Administration, we are striving to reach the goal of 200,000 members and setting goals at the chapter and state levels will help us succeed! Join in on the Luminary Challenge! Chapters and states will receive special recognition for meeting annual goals as well as a cumulative goal at the end of the administration. Starting new chapters, increasing new membership, minimizing resignations and drops due to non-payment of dues, and much more will earn the recognition your hard work deserves.

**Chapters**

The annual challenge levels:

1. **Shimmer Level**
   - 5 percent increase in membership by new member Application
   - 3 percent or less decrease in membership through resignation or drops for non-payment of dues
2. **Radiant Level**
   - 10 percent increase in membership by new member Application
   - 2 percent or less decrease in membership through resignation or drops for non-payment of dues

   The cumulative administration challenge (total at end of the administration):
3. **Brilliant Level**
   - 25 percent increase in membership by new member Application
   - 5 percent or less decrease in membership through resignation or drops for non-payment of dues

**States**

The annual challenge levels:

1. **Shimmer Level**
   - 2 percent increase in number of chapters
   - 5 percent increase in membership by new member Application
   - 3 percent or less decrease in membership through resignation or drops for non-payment of dues
2. **Radiant Level**
   - 5 percent increase in number of chapters
   - 10 percent increase in membership by new member Application
   - 2 percent or less decrease in membership through resignation or drops for non-payment of dues

   The cumulative administration challenge (total at end of the administration):
3. **Brilliant Level**
   - 15 percent increase in number of chapters

- 25 percent increase in membership by new member Application
- 5 percent or less decrease in membership through resignation or drops for non-payment of dues

**Verification of these achievements will be determined by:**
- The Official Membership Count (OMC) as posted in eMembership Reports under Count Reports (Snapshot)
- Count Trend Analysis report in eMembership

Chapters receive an annual award as well a cumulative award at the end of the administration for meeting the challenge. Chapters receive a certificate and are listed in the Membership Committee quarterly newsletter *The Brightest Star* for meeting the annual challenge. Chapters meeting the administration challenge receive a certificate and are listed in the *Daughters* newsletter. There is a national chapter winner at the end of the administration that is recognized on the platform and mentioned in the *Daughters newsletter*.

States receive an annual award as well a cumulative award at the end of the administration for meeting the challenge. States receive a certificate and are listed in the Membership Committee quarterly newsletter *The Brightest Star* for meeting the annual challenge. States meeting the administration challenge receive a certificate and are listed in the *Daughters* newsletter and are recognized onstage during Continental Congress for meeting the annual goal. There is a national state winner at the end of the administration that is recognized onstage and mentioned in the *Daughters* newsletter.

Be sure to check the illuminating Membership Committee page of the DAR Members' Website for more information on this exciting initiative!

*Additional Resources:*
- Visit the Membership Committee Webpage: https://www.dar.org/members/committees/national-committees/membership/mission-committee
- Chapter Regent's Manual and Parliamentary Procedure Guide (OSG-4000): https://www.dar.org/sites/default/files/members/darnet/forms/OSG-4000.PDF
- eMembership: https://www.dar.org/members/e-membership
- PMD and e-Membership Tutorials: http://members.dar.org/emem/tutorials
- DAR Application: http://members.dar.org/apps/software/default.cfm?
- Genealogy Research System: http://members.dar.org/genres
- Lineage Research Committee: http://members.dar.org/committees/lineage/index.htm
- Volunteer Genealogists Committee: http://members.dar.org/committees/genies/index.htm
- DAR Leadership Training Committee: http://www.dar.org/members/committees/standing-committees/dar-leadership-training/committee-overview

---

## PRESIDENT GENERAL'S PROJECT, Patrice Powley Birner, *National Chair*

*2760 Johnson Creek Road, Middleport, NY 14105-9873*, (*716)735-7508, patricebirner@yahoo.com*

The President General's Project is an opportunity for all Daughters to *rise* up in support of endeavors that will allow our National Society to *shine*.

**Your support of the President General's Project during the VanBuren Administration will help the National Society to:**
- Energize members to *rise* up in meaningful service to America and to *shine* by raising awareness of DAR's purpose, relevancy and vibrancy through robust public outreach;
- Honor the spirit of our Revolutionary ancestors and educate the public about their sacrifices and actively promote the rights and responsibilities of U.S. citizenship;
- Complete the final phase of restoration for DAR Constitution Hall;
- Propel membership to 200,000;
- Ensure financial stability and leadership training at every level.

Each and every contribution, no matter the size, makes a difference. Your donation will help the National Society accomplish these goals and complete the ongoing commitment to restore DAR Constitution Hall. Built in 1929 and designated as a National Historic Landmark in 1985, DAR Constitution Hall is the largest concert hall in Washington, D.C., and has received national recognition as a center for the performing arts. DAR Constitution Hall is a highly sought-after location for events which provides a revenue stream to the National Society. Continued enhancements will keep DAR Constitution Hall as a desirable venue, and member support is vital to the preservation effort.

**Ways to Support the President General's Project:**
- Chapters are strongly encouraged to support the mission of the VanBuren Administration by remitting the President

General's Project Contribution of $7.50 per member. This donation may be made as $2.50 per member per year of the administration or made in one payment of $7.50 per member for the three-year term of office. The chapter's official membership as of January 1, 2020, less Life Members, will be used to determine the member count for participation regardless of any changes in membership after that date. The President General's Project Contribution for a Life Member is paid by the National Society. Each chapter completing the 100 percent Chapter Participation donation of $7.50 per member during the President General's term of office will be recognized with the President General's Project 100 percent Chapter Participation Certificate. This contribution does not count towards the Heritage Club membership levels.

- A one-time gift of $1,250 distinguishes the donor as a Benefactor. The donor will receive a Benefactor pin, certificate and recognition during Continental Congress, and on the ***Rise and Shine for American*** **Donor Wall** at our National Headquarters as well as on the digital donor wall.
- Gifts of $300 or more to the current President General's Project will be recognized on the ***Rise and Shine for America*** **Donor Wall** at our National Headquarters as well as on the digital donor wall.
- A gift of $100 qualifies the donor to purchase the President General's Project donor pin, which may be worn on the official ribbon.
- Individual donations may be made online, through the Sustaining Supporter monthly giving program, or by completing the Donations and Contributions Form (DEV-1003). These donations are counted toward Heritage Club membership levels. Donor links are provided in the Additional Resources section below.
- Shopping for *Rise and Shine for America* themed merchandise is another way to support the President General's Project. Please visit the DAR Store in person or on-line to make a purchase for yourself or as a gift.
- Promotional items, such as the DAR wall calendar and address labels, benefit the President General's Project and are delivered directly to your mailbox. Please consider making a donation for these items to support the mission of the VanBuren Administration as we *Rise and Shine for America.*

*Additional Resources:*

- Visit the President General's Project Committee Webpage: https://www.dar.org/members/committees/special-committees/president-generals-project/president-generals-project
- Development Committee Webpage: https://www.dar.org/members/committees/standing-committees/development/committee-objective
- The DAR Store: http://www.dar.org/dar-shopping/dar-online-store/dillon-administration
- Hamilton Jewelers: www.hamiltoninsignia.com

---

## PROTOCOL, Karon Jarrard, *National Chair*

*4941 Pola Court, San Diego, CA 92110-1154, (619) 276-2560, KJarrard@aol.com*

The Protocol Committee provides members guidance in proper and correct etiquette for recognizing and honoring those in leadership positions. The fundamental principles of protocol are dictated by ethics, courtesy and common sense. The order for receiving lines, processions and seating at DAR functions has been prepared and revised through the years by members with knowledge of the rules and customs of the National Society and with advice from the Protocol Division of the United States Department of State.

To ensure correct protocol, read the DAR Order of Precedence found in the *Official Procedure and Protocol Booklet 2012* (revised 2013). It can be found online http://members.dar.org/committees/protocol. Consult this booklet when planning state conferences and other meetings so that members and guests will be honored correctly at various DAR events as well as in the state boxes in Constitution Hall during Congress.

Additional information can be found in the chapter on Protocol (Chapter XIII) in the *DAR Handbook and National Bylaws*.

*Additional Resource:*

- *DAR Handbook and National Bylaws* (DHB-1000): https://www.dar.org/sites/default/files/members/darnet/forms/DHB-1000.PDF

---

## PUBLIC RELATIONS AND MEDIA, Kim Varney Chandler, *National Chair*

*70 Prospect Hill Road, Hancock, NH 03449-5208, (603) 525-8075, varneykr@gmail.com*

One of the most important initiatives of the VanBuren Administration is "shining" a light on DAR in order to increase public appreciation for who we are and what we do. Sharing the good works of our Society is key to engaging current members and attracting new members. Every media release, news story and social media post helps to answer the question, "What does DAR do?" and invites community members to share in our mission of historic preservation, education and patriotism.

The Public Relations and Media Committee members work to support Daughters in sharing your story with the public and with each other.

**Engaging Current Members**

Communication is key to the success of every organization, and in today's world it's easier than ever. With Daughters' busy lives taking us in many directions, it's critical to engage our members and invite active participation. Consider the following:

- Members' Only Websites to share chapter meeting minutes, agendas, photos, etc.
- Closed Social Media Pages for chapter members to share events, happenings, photos and the like.
- Chapter Newsletters to circulate electronically or print
- Skype/Facetime or the recording of chapter meetings to share with those members who can't attend

**Promoting DAR to the Public**

Does your community know the good works of your chapter or state organization? Are you sharing your community service project, chapter programs, events and award presentations with the media? Local media outlets are grateful for well-written media releases (especially with high quality photos!) that can be run in the paper. Writing a media release is easy and can be emailed in a matter of minutes. Let us help you share your work through:

- Media Releases to local media outlets
- Public Social Media Pages (Facebook, Instagram, Twitter) to share events, photos and other news
- Chapter Brochure to disseminate in the community

**Resources**

Visit the committee website (http://members.dar.org/committees/pr) for helpful resources including media release templates, downloadable DAR logos and graphics, PowerPoint presentations and Webinar and media release forms.

The DAR Store (https://www.dar.org/dar-shopping/dar-online-store) is another resource with banners, brochures and videos for use in your public relations journey.

**Public Relations Awards**

1. **Chapter public relations awards:** Chapters achieving outstanding media coverage and/or producing exceptional internal communications such as newsletters and brochures may be recognized for their accomplishments with certificates of merit from this National Chair. Please report proof of your media awards on the annual Chapter Master Report. Send examples of your efforts to your State Chair.
2. **Local media awards:** Advance greater awareness of your chapter's work and DAR's mission by recognizing a local member of the radio, TV, film, or print industry for outstanding work that promotes historic preservation, education, or patriotism. There is no approval process required for these awards which can also serve as another tool for promoting your chapter's presence within your community. Daughters are reminded that this award, like all DAR activities, should always be non-political in nature.
3. **National award:** Chapters are encouraged to nominate an individual or program for outstanding film, radio, or television work that highlights historic preservation, education, or patriotism on a national scale. The National Society's Media and Entertainment Award will be presented at Continental Congress. Nominations are due by December 31. A partial listing of past awardees is available online at on this committee's webpages. Guidelines for this national award nomination:
   - The individual or program must be nationally recognized but need not be from the nominating chapter's local area.
   - Individuals nominated for this award are to be recognized for their entertainment or media work, and not for work or activism outside the media or entertainment industry.
   - Nominated programs must have been released or aired new episodes during the 2018 calendar year.
   - Contact information for the honoree or program must be included with the nomination letter.
   - Nomination letters accompanied by a sample of the nominated work must be postmarked by December 31, and sent to the National Vice Chair overseeing this award.

---

## UNITS OVERSEAS, Cynthia (Cindy) C. McNamara, *National Chair*

*6227 Waterford Drive, Jackson, MS 39211-2910, (601) 573-5036, ccmcnamara1776@yahoo.com*

***Rise and Shine where DAR's day begins … Units Overseas!***

DAR's day really begins faraway in the Pacific islands in a Units Overseas Chapter. The VanBuren Administration supports and encourages the work of our overseas chapters through its mission to ***Rise and Shine*** a vibrant light on the DAR and its significance in an ever-growing global environment. Whether in Austria or Australia or any overseas chapter in between, these Daughters are united by a shared commitment to our Society's mission of historic preservation, education and patriotism. Learn about our Units Overseas chapters and how you can join them and explore DAR around the world!

The first overseas chapter was organized in 1897 in Hawaii, long before it became a state. That number has risen to 20 chapters located in 11 countries and one U.S. Territory. These chapters strive to pair our DAR objectives with service projects and activities unique to their country of residence, thereby enhancing public awareness of the NSDAR, its purpose and continued relevancy around the world.

Members-at-large have always maintained a DAR presence in many foreign countries; however, in 1950, the Units Overseas Committee was formed to provide a more formal link between the National Society and those members living outside the United States. Whether U.S. citizens or native-born, each is descended from those who aided in the fight for American independence. This committee assists in their chapter reporting, chapter achievement awards, national contests, membership, chapter development and revitalization and websites.

You can join our Units Overseas chapters in their important work, as they are always actively seeking new members, as well as Associate members. Any DAR member in good standing is encouraged to become an Associate member of an unlimited number of overseas chapters. Your Associate Membership can provide knowledge and expertise; through your dues, you can support their in-country projects; all while learning more about these chapters abroad in their *Daughters Abroad* newsletter.

We encourage you to take a moment and review the Associate Membership section in the Units Overseas Chapters' brochure and learn how you, too, can advance the work of the NSDAR mission across the globe.

*Additional Resources:*

- Visit the Units Overseas Committee Webpage: https://www.dar.org/members/committees/special-committees/units-overseas/units-overseas-committee
- Units Overseas Forms: http://members.dar.org/committees/units/achievement.htm
- *Daughters Abroad Newsletter*: http://members.dar.org/committees/units/newsletter.htm

---

## VOLUNTEER INFORMATION SPECIALISTS, Jan Johnpier, *National Chair*

*4911 Ide Road, Wilson, NY 14172-9646, (716) 425-6481, vischair@nsdar.org*

**OBJECTIVE:** The Volunteer Information Specialists Committee is an amazing group of DAR volunteers who use their computer skills to help DAR *Rise and Shine for America*, through the use of computer technology.

**Its objectives are to:**

1. Stay abreast of technology developments, make reports and recommendations to the Executive Board on coming trends, develop guidelines for new platforms and proactively share information with states and chapters.
2. Promote awareness of DAR and its objectives to the public, in order to attract new members, through the creation of chapter and state websites and social media sites.
3. Promote the use of eMembership and the Prospective Members Database (PMD) by educating chapter officers in their use.
4. Provide a team of skilled volunteer computer users to assist the National Society, states, districts, and chapters.

VIS volunteers work on the chapter, state and national levels. Volunteers build and maintain chapter and state websites and social media sites, as well as committee and club sites on the DAR Members' Website; promote the use of eMembership, the PMD System and the Chapter Master Report; create writable PDF forms for NSDAR; assist prospective members who access the DAR Public Website; create various templates for chapter yearbooks, labels, name tags, presentations and certificates; and so much more! VIS volunteers also help out on other committees such as DAR Genealogy Preservation or Genealogical Records.

**State Chairs and Regents:** All public DAR websites should be submitted to National for approval before going public; see the NSDAR Online Guidelines for correct procedure. State and chapter websites are pubic relations tools with the prime objectives of educating the public about DAR and attracting new members. The public site should focus on the chapter's/state's work in promoting historic preservation, education and patriotism. Content should appeal to non-DAR members, avoid DAR-specific terminology and assist prospectives in becoming members. Photos and information about a chapter in action – presenting awards, working on projects, or participating in community events – effectively show the DAR work in the community and the focus of the chapter. Content directed at DAR members – long chapter histories, lists of charter members and past Chapter Regents, etc. – is more appropriate for a password-protected DAR Members' Website.

**Webmasters:** Please review your websites regularly to keep the content up-to-date and be sure all links are working properly. Housekeeping updates do not need to be submitted for national approval.

**VIS State Chairs:** Please review all the websites in your state during the summer to ensure all links work properly, and content is current and reflects the changes in National, State and Chapter Officers, themes, programs and dates. All state VIS Chairs and webmasters should use the VIS Style Guide and the NSDAR Online Guidelines. Familiarity with these documents will save a lot of time! Both documents can be downloaded from the VIS Committee Webpage under VIS Tools.

**VIS Pin:** Please be sure to follow the ordering guidelines available on the VIS Committee Webpage. The VIS Log form must be completed and signed by the Chapter Regent, State Regent, or State VIS Chair, and then forwarded to this Chair. If you do not follow the procedure, it will be impossible to verify your service, and will slow down your order with Hamilton Insignia.

**VIS Volunteer of the Year:** States may select one winner of this award each year who is them eligible to purchase the VIS Volunteer of the Year pin. Please notify this Chair, when the state has selected a State VIS Volunteer of the Year. Separately, the National Chair selects a National VIS Volunteer of the Year, based on work done directly for the national committee.

Please visit the Volunteer Information Specialists Committee Webpage for links to all committee tools: https://www.dar.org/members/committees/national-committees/volunteer-information-specialists/committee-home.

# SPECIAL COMMITTEE

## AMERICA 250!, Lynn Forney Young, *National Chair*

*1196 PR 4125, Rockdale, TX 76567-3138, (713) 817-5628, LynnFYoung@gmail.com*

The United States stands on the eve of a grand anniversary – and DAR is preparing to celebrate in a big way! The America 250! Committee was established to plan DAR's involvement and maximize its visibility during our nation's upcoming 250th birthday. Much like the 1976 Bicentennial celebration, this observance provides an exceptional opportunity for community involvement, positive public relations and – most important – membership growth throughout DAR. We have set an ambitious membership goal of 250,000 members by 2033, the 250th anniversary of the Treaty of Paris that ended the Revolution.

- Chapters should welcome all prospective members.
- Encourage training of members to assist with Application papers.
- Strive for a 10 percent net increase annually.
- Utilize the many resources available through the Office of the Registrar General's webpage.
- View the Road to 250! video for helpful tips and ideas to help chapters manage those interested in joining DAR, the Application process and then retaining members for the future.

The America 250! Committee offers an opportunity for every member in every chapter to participate in honoring our Patriots and increasing membership as we *Rise and Shine for America*! The America 250! Committee has two exciting projects to promote this milestone celebration, the DAR Pathway of the Patriots and Our Patriots.

## DAR PATHWAY OF THE PATRIOTS, Cynthia Sweeney, *National Vice Chair*

*132 Andrews Trace, Butler, PA 16001-8350*

Just as our Nation grew from the seeds of liberty planted in Philadelphia, DAR members, chapters, state societies and non-DAR will honor the memory and spirit of the men and women who achieved American independence by adopting a tree in memory of a patriot along a 25 mile path beside the Schuylkill River from Bartram's Garden to Valley Forge. Each of the 250 trees along the Pathway will honor a specific Patriot of the donor's choosing, subject to approval by NSDAR. This living memorial is limited to 250 trees along the Pathway, each of which will honor a Patriot with an online resource including identification of each tree, brief biographies of the Patriots, an interactive map and names of the donors. This is a marvelous opportunity to honor the memory and spirit of the Patriots of the American Revolution while engaging and educating generations of Americans about their service and sacrifice.

- A donation of $100 or more to the America 250! fund entitles the donor to purchase the Promoter Pin from Hamilton Jewelers. Donations may be made through a direct gift or through the Sustaining Supporters program.
- A donation of any amount to a specific tree entitles the donor to purchase the Patriot pin from Hamilton Jewelers.
- Donors will receive Heritage Club credit.

**OUR PATRIOTS, Susan R. Thomas, *National Vice Chair***
*1525 Clifftops Avenue, Monteagle, TN 37356-2075, (931) 924-8400, susanrthomas2@cs.com*

On the eve of the 250th anniversary of the birth of our nation, DAR has the opportunity and the obligation to raise the visibility of our Patriots and to create interest in who they were, *and enthusiasm for*, what they accomplished.

Through the efforts of our almost 3,000 chapters, we can have a significant impact in our communities by re-discovering, restoring and re-dedicating Revolutionary War-related monuments, plaques, gravesites and other memorials in our cities and towns. What a great way to increase public visibility of the American Revolution and DAR!

- **States** should appoint America 250! Committee Chairs as part of our strategic plan to prepare for the Semiquincentennial, asking each of them to undertake projects to remember Our Patriots within their states.
- **Chapters** are also asked to appoint an America 250! Chair, who will raise the visibility within and outside the chapter through efforts such as:
  1. Collecting highlights from chapter members about their Patriot ancestors to share short "Our Patriots" minutes at chapter meetings in order to learn about their members' own ancestors.
  2. Preparing "Our Patriots" minutes that are enhanced with information from research sources, including "Revolutionary Flashbacks," which may be found on the America 250! Committee Webpage.
  3. Using social media to promote and celebrate the stories of our Patriots in order to increase public awareness of the men and women who achieved American independence.
  4. Developing projects to inspire members to find and feature Revolutionary War-related connections in their community in order to promote widespread interest and knowledge about our Patriots. *Examples:* locate/clean/mark local Revolutionary War Patriot graves; prepare a list of Revolutionary War sites of local interest and post to your chapter website and social media pages; submit an item to your local newspaper to encourage the public to visit local Revolutionary sites and graves; identify streets named for, and/or other connections, to Revolutionary War Patriots to raise awareness of their legacy, and then host wreath laying or similar ceremonies to call attention to them; stage genealogy workshops to help more women honor their Revolutionary War ancestors; encourage book clubs to read the stories of Our Patriots; participate in Independence Day events in order to raise awareness of the Revolutionary War generation's sacrifice, etc.

Please send your chapter's "Our Patriots" minutes, social media posts, other media activities and community events with this committee so we may share those ideas on our website to inspire other chapters and states.

Through our DAR activities and service we have the opportunity to inspire our members and our communities by discovering, remembering, and sharing the stories of our Patriot ancestors as we celebrate America 250! Please join with us as we *Rise and Shine for America*!

*Additional Resources:*

- Visit the America 250! Webpage: https://www.dar.org/members/committees/special-committees/america-250/preparing-america's-250th-birthday-celebrations
- Visit the DAR Pathway of the Patriots webpage: https://www.dar.org/members/committees/special-committees/america-250/pathway-patriots
- View the Road to 250 Presentation: https://www.dar.org/members/committees/special-committees/america-250/road-250-presentation