



Guidelines for the 2022 – 2023 State President Award

N.S.C.A.R. recognizes accomplishments, activities, and hard work of the most outstanding State Presidents. ALL Gold, Blue, Red, and Honorable Mention State Presidents are honored for their achievements. All State Presidents entering will receive a Certificate of Participation.

A suggested **Template for Compiling your State President Award** entry has been provided on the C.A.R. National Website, however, its use is optional. The **State President Award Form** is also on the National Website. To ensure proper recognition, please follow the **State President Award Guidelines** and recommendations for your submissions.

- You **MUST** adhere to the limit of **50** pages, excluding newsletters. Anything beyond the first 50 pages will **NOT** be judged. Proper organization makes entries easier to judge.
- **ALL** pages should be numbered and referenced on the form, if possible. You may also submit a separate list or table of contents. This makes it easier to find the needed information, greatly increasing your chances of receiving credit for each requirement.
- **ALL affirmative responses will be verified.**

BEGINNING YOUR REPORT

Please begin by listing your name and state. You should also give your membership numbers. These numbers are available on eCAR. Work with your Senior State President to obtain the accurate numbers for reporting.

- Log into nscar.org and click on “eCAR”
- Choose “Society Information” from the drop-down menu
- Choose “Select a query: Society Profile Search (National Merit Numbers)” from the drop-down menu.
- Type name of your state into “Society Name Contains.” Example: Virginia State Society
- Click on blue link for our state society to review the “Society Annual Statistics” report.
- NOTE: Totals will include Members-at-large registered in your state, as well as active members of your state society.

Section A – STATE PRESIDENT

For this section, be sure to keep accurate records of events you attend throughout the year. Include photos and/or screenshots as proof for each response when possible.

- 1) Record your attendance at the 2022 National Convention using a photo, a registration form, or your name tag.
- 2) You or your State First Vice President should attend your own Region Meeting. However, if circumstances prevented you from attending your own, attendance at ANY other Region Meeting is acceptable. Record this using a photo, a registration form, or your name tag.
- 3) All State Presidents are encouraged to hold at least one State Workshop prior to October 1, 2022. Record this with a photo, copy of the invitation, etc.
- 4) State Workshops are a great time to share the National Program with the members in your state. Record this with a photo, copy from your agenda, etc.

- 5) Promoting the National Theme, ***Finding Fun in the Past ...Building Joy in the Future*** can be done in many ways.
 - Explain the National Theme at your State Workshop
 - Publish information about the National Theme in your State Yearbook
 - Publish information about the National Theme in your State Newsletter
 - Provide information about the National Theme when speaking to DAR, SAR, and S.R.
 - Provide details about how you promoted the National Theme throughout the year.
- 6) Promote the National Project ***Finding Fun in the Past ...Building Joy in the Future***, and the objectives and contests of the National Program throughout the year. Your State Yearbook and Newsletter are great opportunities for this promotion.
- 1) State Presidents are encouraged to plan and promote a state theme and project during their term. Provide details about your theme and project and how you promoted them.
- 7) Include a state contest for each National Committee. These can be promoted and administered by the corresponding State Committee Chairmen. (An individual may serve as chairman of more than one committee.)
- 8) The National Merit Award is a great way for local societies to let everyone know about the work they have been doing during the year. Encourage societies to enter by:
 - Publishing the National Merit form in your State Yearbook.
 - Including an article about the National Merit Award in your State Newsletter.
 - Presenting a skit about entering the National Merit Award at your State Workshop.
 - Sending National Website Merit Award links to Sr. Society Presidents in your state.
- 10) Promote life membership through:
 - Distributing the National Life Membership form to your local societies.
 - Publishing the National Life Membership form in your State Yearbook.
 - Having your State Treasurer write an article about the benefits of Life Membership for the State Newsletter.
- 11) When invited, attend as many local society meetings as you can. Stay connected and promote the National Theme and Project and your State Theme and Project.
- 12) Be sure to subscribe to the National Magazine. If another member of your household subscribes, and you have access to that publication, you do not need to have a separate subscription. You can subscribe through your local society or contact National Headquarters for information.
- 13) Encourage the members of your state to attend Region meetings. When attending your own Region, be sure take a group photo with all the members of your state in attendance. You should include the photo with your entry and include a list of the names for all those who attended.

Section B – Membership

- 1) Developing a statewide membership campaign is easier than you think. Did you:
 - Publish articles about recruiting new members in your State Newsletter?
 - Promote C.A.R. membership when visiting meetings of parent organizations – DAR, SAR, and S.R.?
 - Have a contest for the local society gaining the most new members?
- 2) Work to gain new members during the year and encourage current members to stay active.

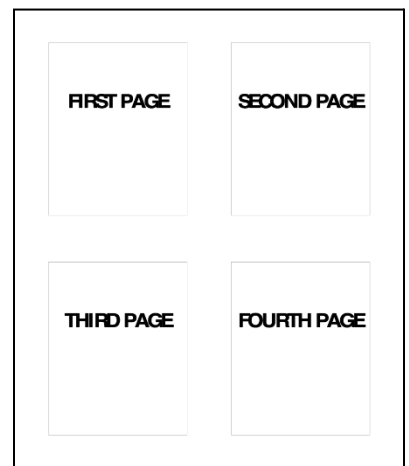
Section C – PUBLIC RELATIONS

- 1) Invite the National President to attend your state conference or any other state activity. Other activities may include your State Workshop, State Project Day, or something unique to your state. Please include a copy of the invitation and any pictures of the National President at the event, if available.
- 2) Submit at least one post to the N.S.C.A.R. Blog and one article to the C.A.R. Magazine
 - Entries should be sent to the National and Senior National Public Relations Chairmen via emails, which are listed in the National Roster.
 - All entries will be posted on the **public side** of the National Website, so they should follow the National Society Media Guidelines.
 - For more details visit nscar.org > Resources, where you can find links to the “Social Media Policy” and “Blog Submission Guidelines.”
- 1) Be sure to publicize the N.S.C.A.R. web site www.nscar.org. This can be done in many ways.
 - Include a link to the National web site on your State web site. (*Connect with the Senior National Chairman, Information Technology Committee for proper procedures.*)
 - Include the web address in each issue of your State Newsletter
 - Distribute copies of the National brochure, which contains the web address, to parent organizations. You can download the PDF for printing from the national web site. It can be found on the “Forms” page under the “Resources” tab.
- 3) Does your State Society have a public website or social media page? This could be something on Facebook, Instagram, or Twitter for example. Work with your Senior State President to establish a social media presence. **Remember this page is PUBLIC. Do not post names of the members. All posts should adhere to the “Social Media Policy.”** Please submit screenshots of your website and social media pages.
- 4) There are many ways to create public awareness about your state society.
 - Use social media to promote your State Society
 - Have a web site for your State Society
 - Is there a C.A.R. Committee page in your state’s DAR Society Information Packet?
 - Did you have an ad or article published in the State Newsletter for your state’s SAR Society?
- 5) When visiting with members of our parent organizations be sure to promote the National theme, project, and program.
- 6) There are many opportunities within your state to participate in a community event.
 - Parades
 - Wreath Layings
 - Wreaths Across America
 - Memorial Day, Flag Day, Veterans Day events.

Section D – C.A.R. MAGAZINE AND NEWSLETTERS

A State Newsletter is a great way to communicate information to the members in your state. Guidelines can be found in the National Program Packet.

- 1) Encourage members to subscribe to the C.A.R. Magazine. Include an article in the State Newsletter. Include the subscription form in your State Yearbook.
- 2) State societies are encouraged to distribute at least four issues of the State Newsletter each year, with at least three published after September 1.
- 3) Each issue of the newsletter should contain an article with ideas for obtaining new members. Remember all articles should be written by a member.
- 4) Include information about the National President's program, the National theme, and the National project in each issue.
- 5) Newsletters should contain a welcome to your newest members, listing their names and local society. The Senior State President can find this information on eCAR.
- 6) The publication of these lists may be accomplished in your State Newsletter, but the roster as published in your State Yearbook is also acceptable. However, remember you only have a 50 page limit for your submission. Try setting your printer to print more than one image per page. This technique can be used for other areas of proof.
- 7) Be sure to promote all the national pins in one issue of our newsletter. Include an image of the pin, name of the pin, and donation amount.
- 8) Did you email your State Newsletter to state officers, senior state officers, state chairmen, and senior state chairmen? This is the easiest way to distribute your newsletter.



Section E – DONATIONS

Local societies are encouraged to contribute to various funds of the National Society each year. The deadline for submitting these contributions is February 28, 2023. Be sure to publish this date in various places during the year.

- Calendar in the State Yearbook
- Calendar in the State Newsletter
- Send the Local Society Donation form and deadline to Senior Society Presidents

Society Information and Signatures

The State President and Senior State President should sign and date the State President's Award Form.

NOTE: The official entry form and the proof documents should be sent to the National Chairman for judging. Please email a copy of the entry form to the Senior National Chairman. This allows both the member and the senior to compare entries should there be problems with postal delivery. You may want to send via a method with delivery conformation, but do **NOT** send with a signature required.

Please remember, ALL questions regarding the State President Award contest should be directed to the **National Chairman and Senior National Chairman**. Contact information is located in the National Roster.

[State Society Name]
Children of the American Revolution

[year]-[year] State President Award

[President's Name], State President
[Sr. President's Name], Senior State President

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* Remember you are limited to 50 pages, so try to print any pages from your yearbook with 4 or more yearbook pages per printed page.

The two pages of the **State President Award Form** should be immediately following your cover page.

[State Society Name]

National Society Children of the American Revolution
[year]-[year] Activities and Meeting Report

- ***[Event Date] – [Location], [City], [State]***

- List important facts

[Include at least one photo from the event; a group photo preferred]

- ***[Event Date] – [Location], [City], [State]***

- List important facts

[Include at least one photo from the event; a group photo preferred]

- ***[Event Date] – [Location], [City], [State]***

- List important facts

[Include at least one photo from the event; a group photo preferred]

[Notes: Include all events. All state society business meetings, State Conference, Regional Meeting, DAR / SAR events, community events, etc. in which you participated.]

Following your activities report, list each section and number, and give a brief discretion on how you fulfilled that requirement, including pictures when available. The following is an example of what your entry could look like.

Section A

1. Attended National Convention (see page X)
2. Attended _____ Regional Meeting (see page X)
3. Held State Workshop on [date] (see page X)
4. State Officers and Chairs performed skits to inform members about the National Programs and Objectives. All National Programs Objectives, Contests were published in the 2018-2019 State Yearbook, which was distributed at the Workshop. (see pages XX-XX)
5. Published National Theme on State Website, in the State Newsletter (see pages XX, XX, XX, XX), and had a State Committee in the State Yearbook promoting the National President's Project (see page XX).
 - If you have a state web site, include screen shots of the pages.

Continue your entry following this example.