

## **Americanism Score Sheet: Frequently Asked Questions & Best Practices**

### **Frequently Asked Questions**

- 1) General: Where will chapters and State Societies be able to find the Americanism Score Sheet? The score sheet will be placed on the Americanism Committee web page that is part of the National SAR website. Links will be provided on the SAR Home Page that will direct a user to the form.
- 2) General: What is the password needed to open a tab if the phrase “Password Needed” pops up when trying to edit an entry in a cell? The passwords used with this form will not be disclosed. If this issue occurs, the compatriot should move to a new cell, click on the cell that needs to be edited and then delete the incorrect data. Then the correct data can be entered without needing a password.
- 3) General: Please repeat how to place information in a different area without destroying the formulas. The method that you should use is to highlight the area that needs to be moved, right click the mouse and select “COPY”, highlight the first cell in the section where the data is to be moved, select “PASTE” from the upper left-hand corner. If necessary, go back to the original location of the copied data and delete the original data. Never use the “CUT” command as that will corrupt the formulas. Likewise, do not drag data from one cell to another as that will also corrupt the embedded formulas.
- 4) General: Was there consideration for lowering certain requirements because of COVID precautions? The intention was that the 2021 Americanism Score Sheet will be able to be used for years into the future with only changes for date specific formulas being made. As such, the application of specific requirements is being made on case-by-case bases but are not going to be lowered. This is primarily applied in the case where requirements include in-person presentation of awards.
- 5) General: When preparing the State Society Americanism Score Sheet, should we combine attendance at a single event and enter it on a single line? Yes, this is considered a recommended best practice.
- 6) Summary Sheet: Is it true that if a chapter wins this year, that chapter cannot win the next year? Yes, this is true. The Americanism Committee has a long-standing policy that a chapter or state society cannot win in consecutive years. When this situation occurs, the chapter is recognized with an Honorable Mention Award which denotes they would have won if they had not won the prior year.
- 7) Summary Sheet: If a chapter starts the year on 1 January with membership below the cap of one membership category and finishes the year with membership above the minimum level of the next category, where will that chapter be slotted for the judging? The placement of a chapter of State Society for judging is solely based on ending membership number as of 31 December.
- 8) Tab 1: Does a Facebook account count as a webpage? Yes, it does.
- 9) Tab 1: If a Chapter or State Society has both a website and a social media account, can both be counted? No, only one such site can be counted in Section 1A.
- 10) Tab 1: What qualifies as a website update? The most common form of update would be updating an Events Calendar or announcing a meeting. Posting a story on a chapter or state society activity would also be a common form of update.

- 11) Tab 1: If our chapter updates our Facebook page, can that count towards media publicity in Section 1C? No, it cannot. The directions specifically exclude for sources of publicity and a chapter website/social media site is included in that list.
- 12) Tab 1: If a chapter has an article for an event published by an on-line newspaper that has community specific editions in a larger metropolitan area, can each separate community publication be counted? Yes, each community publication can be counted separately. There are many such instances where a single publication has separate community-based editions that have specific community content which is enough of a distinction for points to be earned separately.
- 13) Tab 2: When are times extra credit is given for wearing Period Attire? Does this include when presenting a Flag Certificate? Credit for wearing Period Attire is only available when making a presentation to a Classroom or Other Civic Organization which is only recorded on Tab 2 (SAR Speakers Bureau). As such, an activity such as presenting a Flag Certificate would not be eligible for the Period Attire credit.
- 14) Tab 3: Is an SAR member serving as a C.A.R. Society President considered a Senior Leader? Yes, he is. Since each C.A.R. Society has officers (the children) with adult counterparts, any SAR compatriot serving as a Senior Officer would be eligible to be counted.
- 15) Tab 3: On which tab of tabs would participation in a DAR sponsored grave dedication be entered? The attendance at the grave marking would be entered on Tab 3 while all members of the Color Guard would have their activity entered on Tab 8. As this was a DAR event, there would be no credit given on Tab 7 – Grave Markings.
- 16) Tab 4: What sort of data is needed with a Youth Award presentation? A best practice for the youth award winner is to also include the name of the school/organization of the winner in parentheses next to the winner's name. This is great for archiving the history of such presentations and can be used for planning for future presentations or to expand a relationship with that school/organization.
- 17) Tab 4: If a chapter provides 100 Eagle Scout Certificates to Scoutmasters but only personally present 50 certificates, which number can be counted? The requirement is that awards are presented in person. However, given the concerns with physical distancing and COVID precautions, this requirement is not being enforced as rigidly as normal. This slackening is expected to continue for the next year or so.
- 18) Tab 5: Where are points entered for the various SAR DVD and other media entered? The section for these media has been removed as these media is no longer being produced or distributed. In fact, the various content is being re-edited to be included as enhancements to soon to be introduced SAR Revolutionary War educational curricula. Once this new material is introduced, it is the expectation that points will be reintroduced for the dissemination of the material.
- 19) Tab 5: Is there a maximum point value for Revolutionary War Displays? There is no maximum.
- 20) Tab 5: Could a framed document to a club or lodge such as the Lions or Masons be counted? Yes, it can.

- 21) Tab 5: Could the presentation of a flag to a classroom be counted similar to a display or framed document? No, it cannot.
- 22) Tab 6: Since it is not specifically listed, will Wreaths Across America still count as a special observance? Yes, it will. While there is not a specific list of events, the directions state that the list of events published annually by the National Historic Sites & Celebrations Committee should be referenced. The directions further direct where this listing can be found throughout the year – *The SAR Magazine*, *The SAR Colorguardsman* and the SAR website.
- 23) Tab 7: Can placing a flag at a Veteran’s grave on a holiday such as Washington’s Birthday be counted? Yes, it can. The wording in the directions allows for any national holiday or SAR event of which Washington’s Birthday is one.
- 24) Tab 7: If a previous Patriot Biography was not counted before, could one that was submitted in a prior year be counted in 2021? No, the intention is for the Americanism Score Sheet to report only the current contest year activity.
- 25) Tab 7: How is placing a flag at a mass grave of Revolutionary War Soldiers counted? Since the number of individuals in the mass grave is usually unknown, this can only count as a single flag placement.
- 26) Tab 7: Is there a size limit on Patriot Biographies? There is not. The form includes space for as much information as can be provided with a request for footnotes on sources.
- 27) Tab 9: Is there going to be an addition for the America’s 250 Anniversary awards, medals, or events? For awards and medals, the answer is no since those are listed as Commemorative items in “The SAR Handbook.” However, special events may be counted on either Tab 5 or Tab 6 depending on the cited criteria on each tab.
- 28) Tab 9: Can the chapter level SAR Memorial Certificate be counted as an award? No, any type of certificate that is solely to recognize membership in the SAR is excluded. Only those certificates that are awarded for actual service may be counted.
- 29) Tab 9: Can points be earned for the Liberty Medal and any subsequent Oak Leaf Clusters? No, they cannot. As the directions state, awards made by the National Society cannot be counted. Please refer to *The SAR Handbook, Volume V* for specific guidance on all SAR Medals and Awards which includes which level of the organization are authorized to present which awards.
- 30) Tab 9: What is the rationale for not counting Oak Leaf Clusters (OLCs)? The primary reason is that it was observed that some Chapters/State Societies were awarding Oak Leaf Clusters at a very high rate in contravention to established award protocols when Americanism Score Sheet submissions over a number of consecutive years were compared. This included taking credit for awarding OLCs for medals where they were specifically not allowed. As such, the decision was made to disallow the awarding of Oak Leaf Clusters.

- 31) Tab 9: The presentation of Wounded Warrior Coins is included in the USS Stark Memorial Award Score Sheet. Can the presentation of this coin also be counted on the Americanism Score Sheet? Yes, it can. The Wounded Warrior Coin is the only coin that may be counted due to a special request of the National Veterans Committee since the intent of the coin was to honor veterans. Since the National Veterans Committee runs the USS Stark Memorial Award, they can determine what elements of that contest they wish to count. Since only 10% of the total USS Stark Memorial Award points are carried over to the Americanism Score Sheet, this is not seen as a major impact on the Score Sheet.
- 32) Tab 9: What is the possibility for creating an award for Venturing Silver along with the Eagle Scout Award? This is a question that should be presented to the National Eagle Scout Committee. The Americanism Committee cannot do this. The Americanism Score Sheet can only account for established/authorized/approved awards and activities.
- 33) Tab 9: Is an award like the JROTC Instructor Lapel Pin going to be added to the Americanism Score Sheet? No, it will not. In reviewing the *The SAR Handbook, Volume V*, this award is not listed as an approved National SAR award and as such will not be included on the Americanism Score Sheet. Please refer to the cited handbook volume for specific guidance on all approved National SAR Medals and Awards.
- 34) Tab 9: Is there an award for flying the American Flag on a daily basis? Yes, there is. It is called the Flag Certificate. Please refer to *The SAR Handbook, Volume V* for specific guidance on all SAR Medals and Awards which includes which level of the organization are authorized to present which awards.
- 35) Tab 10: Can a compatriot get credit for multiple awards of the Lafayette Medal (OLCs)? Yes, he can. Whereas Oak Leaf Clusters are excluded on Tab 9 presentations, they are allowed for this medal only since each cluster represents an additional 40 hours of volunteer service to the National Society.
- 36) Tab 10: If I received an award in 2020 which was not available to be counted on that year's Americanism Score Sheet, can I count that award on the 2021 score sheet? No, you cannot. The intention is that the 2021 score sheet only records activity that occurs during the contest year which matches the actual calendar year.
- 37) Tab 10: Can we count a compatriot who serves consecutive terms as a National Trustee or Alternate National Trustee twice? Yes, you can. Since the SAR leadership changes each July, this allows for counting a compatriot who serves consecutive terms twice as long as the term years are included as stated in the directions.
- 38) Tab 10: Can you provide the email addresses where reports from the SAR Foundation and Genealogy Department can be requested? That information is available on the SAR website and that is where a person entering data refer to for those contact points.
- 39) Tab 11: Are SAR Junior Members counted in meeting attendance? Yes, they can be counted because they are members.

- 40) Tab 11: Is the data entry for Members Dues Paid on Time a physical number or a percentage? This is the actual physical number of members who paid their annual dues by the established national deadline.
- 41) Tab 12: Will the Special Congress in March 2021 count as a Congress? Yes, it will. National SAR governing documents allow for the calling of a Special Congress following specific criteria. Special Congresses are deemed to be equivalent to the Annual Congress. Since they are not a common or regularly recurring, the Americanism Score Sheet does not specifically mention them.
- 42) Tab 12: Can participating in Color Guard activity on separate days at a Congress or Leadership Meeting be counted separately? No, they cannot be counted separately. The Americanism Committee follows the established National Color Guard Committee policy that regardless of how many different activities that a Color Guardsman participates in at a National, District or State meeting, they can only take credit for that meeting as if it were a single event.

### **Best Practices**

- 1) Data entry should be done throughout the year and preferably within a day or two of any event so that the memory or data is fresh in mind. Trying to compress all the data entry into a few days after the end of the year leads to frustration and necessarily lost information.
- 2) When considering data entry, think about the components that went into the actual event: was the DAR/CAR present, was an award presented, did a member speak, how many members attended, who attended and participated in the Color Guard, was there media coverage either before or after the event, etc. Keeping these questions in mind will help focus a person on important aspects of the required data entry.
- 3) Provide succinct detail data entry that will allow the judge to see distinctions. This also helps the chapter and state plan for future activities by providing an archived version of an event.
- 4) Whenever possible, and especially for State Society entries, data should be consolidated into a single line. Most commonly this will be either (1) combining the number of members who attend an event so that each chapter does not take up a separate line or (2) aggregating donation totals so that a recipient fund or organization is only listed once in the score sheet.
- 5) Do not be afraid to ask questions through the provided email. Many of these questions help the Committee refine and improve this very form.