

Minuteman Award Guidelines and Prerequisites

Prerequisites for Nomination are:

The Nominee must have held a National elective office for at least 3 years as well as having served as a Committee Chairman/Vice Chairman for at least three years. He must also have a minimum of five years of active and distinguished service to the National Society.

Guidelines for Submission of the Nomination Form:

1. Only the national activity of the nominee will be considered. State or Chapter activities are not to be included in the supporting documentation.

2. For the office held, elected or appointed, the year of the election or appointment must be shown. (i.e. National Trustee – 2002. Not National Trustee – 2002-2003).

3. The minutemen Award selection committee will consider numerous criteria including, but not limited to, the following service to the National Society:

- a. Elected service such as General Officer, including VPG, Trustee & Alternate Trustee, elected member of the SAR Foundation Board of Directors [See Para. 9]. Years served
- b. Member of the Nominating Committee Years served
- c. Member of the Executive Committee (See Para. 9) Years served
- d. Chairman & Vice Chairman of a Committee, enumerate committee(s) Years served
- e. Member of a committee, enumerate committee(s) (See Para. 9) Years served
- f. Attendance at National Congresses Years served
- g. Attendance at National Leadership Meetings – Spring & Fall Years served
- h. First line signer of new members. Attach list with new members name, SAR number, and the date of admission.
- i. New chapters organized by the nominee. Provide the name(s) of the chapter(s) and the dates of charter(s).
- j. Outstanding program(s) developed by the nominee during the five years preceding this nomination. The program(s) must have been approved by the Executive Committee, implemented and in operation at the time of the nomination. Documentation must be attached.
- k. Other outstanding contributions of service to the National Society. (Documentation)
- l. Monetary donations to any of the NSSAR's or SAR Foundation's endowment or operating funds. (Documentation)

4. For clarity of understanding of the Minutemen Award selection committee, the nomination form and all documentation must be typed or computer generated using a word processor program. For convenience a disk version is available for downloading from the SAR website.

5. Letters of endorsement are not necessary and will not be considered.

6. Nominations must be received at the National Headquarters no later than January 1 of the year of consideration. (January 1, 2008 for consideration at the Spring Leadership meeting in 2008).

7. Nominations are for the current year only. Nominations will not be carried forward to subsequent years.

8. The nomination form must be signed by the President or Secretary of the State Society of which the nominee is a member. Any state society or compatriot other than the nominee may make a nomination.

9. The Minutemen Awards selection committee will not consider membership in more than five committees in any year. Membership on the Executive and Nominating committees is considered an elective office and is exempted from this provision. Furthermore, credit for Executive Committee membership is given only for those voting members appointed by the President General and confirmed by the Trustees. Attendance at two Leadership meetings is required to get credit for one year of committee membership or leadership. Elected National Officer credits for Trustee and Alternate Trustee are limited to a maximum of three years for each office.