

# National Society of the Sons of the American Revolution

## Instructions for Gold Good Citizenship Medal (Read carefully before submitting the application)

*Per NSSAR Handbook, Volume V (Effective: May 11, 2015)*

**Summary:** The Gold Good Citizenship Medal is awarded for outstanding and unusual patriotic achievement and service of national importance to persons of prominence on a national level in the areas of government (including military service), religion, education, business and other professions, and other fields of endeavor.

Former Presidents General may be awarded this medal, but the request must be processed as any other. Other SAR members may receive the medal if they meet the requirements established for all applicants.

**Approval Requirements:** The National Society's Medals and Awards Committee and Executive Committee must approve the Gold Good Citizenship Medal. Nominations for the award can be made by the National Society, a state society, or by a chapter (only if approved by its state society). All nominations should be submitted on the standard Gold Good Citizenship application form. The conferring authority should carefully read the form and follow the instructions relative to the type of supporting documentation needed. The application packet should be submitted to the Executive Director no later than twenty-one (21) calendar days prior to a scheduled meeting of the Medals and Awards Committee and Executive Committee (usually at the NSSAR Leadership Meetings and NSSAR Congress) to allow time for dissemination and review. If the application is not submitted by the deadline, it will be carried over until the next regularly scheduled meeting.

Payment for the medal should accompany the nomination, but this is not required. In the event that payment does not accompany the nomination, the medal will not be shipped until payment is received. Please consult the Executive Director for the current price of the Gold Good Citizenship Medal.

After review by the Medals and Awards Committee and the Executive Committee, the requesting society or chapter will be notified within two weeks as to the decision on the nomination. If approved, the medal will be mailed to the submitter: (i) immediately, if payment accompanied the nomination or (ii) upon receipt of payment. If disapproved, any payment accompanying the nomination will be returned to the submitter. A letter of explanation from the Executive Director will accompany all disapprovals.

**Limitations on Presentation:** A maximum of two Gold Good Citizenship Medals may be presented by a state society (including chapters within its society) each year. It may only be presented posthumously if the recipient died between the time the award was approved by the Medals and Awards Committee and Executive Committee and the date it was to have been presented. The National Society maintains a record of all past recipients of the Gold Good Citizenship Medal, which should be consulted in advance to avoid an invalid request.

**Subsequent Presentation NOT Authorized:** An individual may receive this medal only once. Oak leaf clusters or other ribbon attachments are not authorized.

**Additional Notes:** Since this is one of the NSSAR's highest awards, plans for presentation should be made sufficiently in advance to allow time for award approval, participation by society leadership, and arrangements for publicity.

**BEFORE** starting on your Gold Good Citizenship Nomination Form below, please follow the "Save" instructions.

Use the "Save to Your PC" button. Add the nominee's name to the front of the Saved file Name.

For example, "**George Compatriot Gold Good Citizenship Nomination Form.PDF**".

Now **SAVE** this form and **CLOSE** this web page.

Then **OPEN** the saved File on your PC to Continue.

*When you place your mouse over most of the "text" data entry fields below, a feature called a "**tooltip**" will display as a window/popup to give you additional instructions concerning what should be entered in that field.*

**"Tooltips" provide important instructions – Please read them carefully.**

# GOLD GOOD CITIZENSHIP AWARD APPLICATION

Nominee:

Date:

Society making the nomination:

Award and notification to be sent to Name:

Address:

City:

State:

Zip+4:

Email Address:

Phone:

The application packet should be submitted to the NSSAR Executive Director and Medals and Awards Committee Chairman no later than twenty-one (21) calendar days prior to a NSSAR Leadership Meetings or NSSAR Annual Congress. *All nominations will be considered during meetings at the annual Congress or semi-annual Trustees meetings only.*

The nominee in accordance with the SAR Handbook has performed the following acts of outstanding and unusual patriotic achievement and service of National importance to qualify for this award: (Attach additional pages if necessary with Nominee's name at top of each page) (DO NOT include State or Local service)

A brief biographical sketch is as follows: (Attach additional pages if necessary with Nominee's name at top of each page)

Signature of Recommending Compatriot:

The typed signature above is my authorized signature.

Date signed:

Title of Recommending Compatriot:

Recommending Compatriot's Email:

Recommending Compatriot's Contact Phone Number:

Recommending Compatriot's Address:

City:

State:

ZIP+4:

Once the Gold Good Citizenship Award Application Form is completed and saved (Use the "Save to Your PC" button):

Use the "**Click to Email**" button below to email the "renamed" form as an Attachment. Please make sure you **attach** all other supporting documents. The attached documents could include additional information on the acts of citizenship and/or the biographical sketch. By clicking on the Email button below, this document will be sent to the NSSAR Executive Director and the Medals and Awards Committee Chairman.

***Please request a "Read Receipt" so that you will know that your file was received.***

APPROVALS:

Date received by Medals and Awards Committee:

Disposition by Medals and Awards Committee:

NA      Approved      Disapproved      Returned to originator w/comment      On date:

Disposition by Executive Committee:

NA      Approved      Disapproved      Returned for further action      On date:

Implementation:

Forwarded to Executive Director

Forwarded to Merchandise (if required)