

**Handbook of Instruction
for the
National Patriotic
Instructor**



**Sons of Union Veterans
of the Civil War**

**To perpetuate the memory of the Grand Army
of the Republic (GAR) and the men who saved
the Union in 1861 to 1865**

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Sources include:

Sons of Union Veterans of the Civil War Ritual,
National SUVCW website and other history-related
sites

Introduction

The American Heritage ®Dictionary defines patriotism as feeling, expressing, or inspired by love for one's country; the dictionary also defines instructor as one who instructs; a teacher.

In the Ritual of the SUVCW, the color of the Patriotic Instructors station is red – denoting Patriotism, Strength, and Courage. Fulfillment of the duties of the Patriotic Instructor requires dedication to the cause.

This handbook is not the definitive answer to every question but was created to serve as a help in the duties of the National Patriotic Instructor.

As in all things, effort must be applied for its success. The content of this handbook should not be read as another demand on your time, but a guide to what can be done as a Patriotic Instructor of the Sons of Union Veterans of the Civil War.

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Chapter 1

The National Patriotic Instructor

A. Job Description: Refer to the SUVCW Constitution and Regulations (C&R), Chapter III, Article VII, Section 8, for the official job description Patriotic Instructor.

To supplement the job description of the National Patriotic Instructor, an explanation of typical functions and activities is provided below.

1. Purpose:

The purpose of the office of National Patriotic Instructor is to provide leadership in promoting patriotism within the membership of our Order and to inform, educate and promote patriotism among the populace in general.

2. Activities:

The activities of the National Patriotic Instructor should include the responsibilities listed below:

- Prepare and issue letters of instruction for the observance of national patriotic holidays.
- Assist the National Chaplain in preparing and issuing letters of instructions to Departments and Camps on the observance of Memorial Day.
- Provide Departments and Camps with patriotic topics that should be stressed at Department and Camp meetings.

- Prepare and submit articles on patriotic topics and our nation's flag to The Banner.
- Be present at a National Encampment's Camp Fire Program and lead those in attendance in the Pledge of Allegiance to the Flag.
- Apprise the Commander-in-Chief on the activities of the National Patriotic Instructor.
- Perform all other duties delegated to the office by the Order's Constitution and Regulations ("C&R"), Ritual and Ceremonials, National Encampment and/or Commander-in-Chief.
- Prepare and submit an annual written report to the Commander-in-Chief and the National Encampment on the activities of the National Patriotic Instructor.

B. Activities on a National level

1. Communication via *The Banner*. It has always been my vision that the Patriotic Instructor serves as the SUVCW cheerleader, who encourages participation in the goals of the Order as well as attendance at the various events sponsored by Camps or Departments. As a cheerleader, the National Patriotic Instructor can best reach out to the membership through the submission of pertinent articles to the Banner publication on time.

The content of the Patriotic Instructor's articles should include upcoming important dates, short items on historical events, reflections of the past and what the Grand Army was doing, and more.

2. Communication via email. Another way to inspire and offer guidance and encouragement to the membership is to regularly communicate via email with each Department Patriotic Instructor.

3. For the good of the Order. While this directive is most often applied on the Camp level, the National Encampment is an excellent opportunity for you to share some instructions, thoughts, ideas and/or some historical information with the Delegates in attendance.

C. Reporting to the National Encampment

At the time of your installation as the National Patriotic Instructor, you swore to the fact that you would forward all records and files to the Brother who succeeds you in the future. Please remember to do so when appropriate.

1. Reporting to the Commander-in-Chief. The annual report to the Commander-in-Chief and the National Encampment is a mandatory report. In addition to documenting both quantitatively and qualitatively the SUVCW's external activities for internal use, it is used to provide authoritative proof to the IRS in support of the Order's non-profit status.

The annual report should include a tabulation of the reports received from the Department Patriotic Instructors. The report on the Committee of Americanization and Education should be filed under separate cover.

Because the terms of the Camp and Department Patriotic Instructor do not overlap over the same calendar timeframe, communication from the Department Patriotic Instructor should include data compiled from the Camps and data compiled from the current DPI and his predecessor.

Please see the chapter on Forms at end of this handbook for examples. The Camp, Department, and National Patriotic Instructor reports are on our website, indexed under the Forms page.

This is an important duty as it helps the National leadership determine the patriotic health of the Order.

2. Duties of Camp and Department Patriotic Instructors. Refer to the C&R, Chapter I, Article VIII, Section 1, for the official job description of the Camp Patriotic Instructor. Refer to the C&R, Chapter II, Article VIII, Section 1, for the official job description of the Department Patriotic Instructor.

The CAMP PI must submit his reports (events and activities of the Camp from January thru December) to the Department PI no later than the date prescribed on the report form (1 April). This will allow a minimum of a six weeks for the DPI to compile the data received and to prepare his report for the

Department Encampment.

The DEPARTMENT PI must submit his report to you, the National PI, no later than no later than the date prescribed on the report form (1 June) in order to be included or recognized in the National Encampment reports.

This will allow the National PI sufficient time to assemble the data for the National PI report.

Chapter 2

Americanization and Education

A. Americanization.

The definition of the word Americanize is:

- 1: to cause to acquire or conform to American characteristics,
- 2: to bring (as an area) under the political, cultural, or commercial influence of the U.S.
intrinsic senses: to acquire or conform to American traits

The definition of the word Americanization is:

- 1: the act or process of Americanizing
- 2: instruction of foreigners (as immigrants) in

English and in U.S. history, government, and culture

With the face of America ever changing, it is important that we as the Sons of Union Veterans of the Civil War do our best to help educate others in the true history of our nation and the Civil War. The Patriotic Instructor is to always look for ways to accomplish this and then encourage Camps and Departments to implement those ideas and methods.

Encourage Departments and Camps to actively engage in the JROTC/ROTC and Eagle Scout Awards.

Emphasize to Departments and Camps the importance of educating our youth in the schools and living history events.

Ask the following questions (with answers):

- **Why do we honor the flag?** Answer: Because it stands for liberty, justice, and equal opportunities in life for all those who live under its folds.
- **Who are the enemies of the flag?** Answer: All persons who strike at our flag by force of arms or by breaking the laws that have been made to preserve our liberties.
- **What are our duties as citizens?** Answer: Always to defend the honor of the flag at the ballot box, always to remember that first of all we are American citizens whose duty it is to place the welfare of our country above selfish greed or personal ambition.

Encourage participation of Boy Scouts, Girl Scouts,

JROTC/ROTC Cadets to join us in placing Flags on the brave Veterans graves on Memorial Day weekend. This will promote civic duty as an American Citizen.

Depending on Department and Camps financial situation; do scholarships based on the best essay describing "**Why I'm proud to be an American**".

The final report of the on Americanization and Education to the Commander-in-Chief and the National Encampment should include all work conducted by the Camp and Department Patriotic Instructors including updates to the National website Educational Page and/or any existing program.

B. Educational page on National website.

The Educational webpage requires periodic monitoring to see if there are Internet sites that need updating, replaced, or removed.

C. Memorial University.

In the year 1900, the National Encampment of the Sons of Union Veterans of the Civil War voted to establish Memorial University, a college located in Mason City, Iowa. Its purpose was not only to educate, but also to instill patriotism in its students, and prepare them for an active role in American society. The University was closed in 1910.

In 2008, an education course for Junior and Junior Associates of the Sons of Union Veterans was developed by the SUVCW National Committee on Americanism and Education and made available

through the national web site.

In 2009, the curriculum of Memorial University was expanded with the development of an Officer Training Course for members of the Sons of Union Veterans of the Civil War. This course was a vision of Commander-in-Chief David V. Medert and was achieved through the efforts of a Special National Committee on Education and Leadership established by the 127th SUVCW National Encampment.

The website: http://www.suvcw.org/?page_id=1193

This web site, Memorial University, is intended to continue this noble cause and to encourage patriotism, good citizenship and provide a basic knowledge of the American Civil War.

Chapter 3

Patriotic Holidays and other special days

1. National, Federal and Special holidays

January 1. New Year's Day

February 1. National Freedom Day

First observed on February 1, 1949.

The purpose of this holiday is to promote good feelings, harmony, and equal opportunity among all citizens and to remember that the United States is a nation dedicated to the ideal of freedom.

Major Richard Robert Wright Sr., a former slave, fought to have a day when freedom for all Americans is celebrated. When Wright got his freedom, he went on to become a successful businessman and community leader in Philadelphia, Pennsylvania. Major Wright chose February 1 as National Freedom Day because it was the day in 1865 that President Lincoln signed the 13th Amendment to the Constitution. This amendment, an important change to our written law, outlawed slavery in the United States. Wright gathered national and local leaders together to write a bill declaring February 1 "National Freedom Day" and President Harry Truman signed the bill on June 30, 1948 making it official.

February 12. Union Defender's Day or Abraham Lincoln's Birthday

First observed 1866.

Abraham Lincoln, perhaps our greatest President, gives us insight into the qualities desired in

leadership. Clearly Abraham Lincoln is considered one of the greatest U.S. Presidents of all time.

From his humble log cabin beginnings to his martyrdom, his intellect, determination, humility, wit, and savvy is recognized. His determination to keep the nation together during the Civil War, his prowess in stopping the bloodshed, and most importantly his Emancipation Proclamation are hallmarks of his shortened presidency.

His birthday was first recognized in 1866, less than a year after his death. At a ceremony in the Capital building, President Andrew Johnson, his cabinet, and many other dignitaries were present. It wasn't until 1892, however, that it was officially recognized and that was in the state of Illinois only. Other states soon followed suit, but it wasn't until Lincoln's one-hundredth birthday that Congress officially sanctioned the holiday.

The report of the Commander-in-Chief, George B. Abbott, 8th National Encampment, Patterson, NJ, Sept. 10 - 13, 1889: In General Order No. 17, the request was made that the Camps throughout the Order generally hold appropriate services for the celebration of the birth of Abraham Lincoln, on 12th day of February. We believed it proper that the Sons of Veterans, an organization originating and resting upon principles so closely allied and based upon the important events which characterized the greatest achievements of our martyred President, should take cognizance of his natal day.

It is pleasing to report that the occasion was largely observed, and many of the Camps were aroused and were deeply impressed with the necessity of ever keeping in mind before the American people the great principles of undying faith which, entertained by our fathers preserved the country in unity in her hour of greatest peril: and it is recommended that the celebration of the birth of Abraham Lincoln be made one of the features of our organization, and provision made for its observance in the Constitution and that it may hereafter be known as "Sons of Veterans' Day." There is no day in all the year, excepting the birth of our Savior and the birth of our nation, which should so arouse the enthusiasm and patriotism, and meet with the universal observance of the American people, as the 12th day of February.

The Report of the Committee on Officers' Reports: Your Committee on Officers' Reports would respectfully submit the following:

1. That they approve the recommendation of the Commander-in-Chief in reference to a proper observance of the birthday of Abraham Lincoln, but would recommend that instead of denominating it is "Sons of Veterans' Day", that the same shall be known as "Union Defenders' Day", and that the Commander-in-Chief issue proper orders providing for its observance by the Order.

The Third Monday in February. President's Day

The original version of the holiday was in commemoration of George Washington's birthday in 1796 (the last full year of his presidency). Washington, according to the calendar that has been used since at least the mid-18th century, was born on February 22, 1732. According to the old style calendar in use back then, however, he was born on February 11. At least in 1796, many Americans celebrated his birthday on the 22nd while others marked the occasion on the 11th instead.

By the early 19th century, Washington's Birthday had taken firm root in the American experience as a bona fide national holiday. Its traditions included Birthnight Balls in various regions, speeches and receptions given by prominent public figures, and a lot of revelry in taverns throughout the land.

Then along came Abraham Lincoln, another revered president and fellow February baby (born on the 12th of the month). The first formal observance of his birthday took place in 1865, the year after his assassination, when both houses of Congress gathered for a memorial address. While Lincoln's Birthday did not become a federal holiday like George Washington's, it did become a legal holiday in several states.

In 1968, legislation (HR 15951) was enacted that affected several federal holidays. One of these was Washington's Birthday, the observation of which was shifted to the third Monday in February each year whether or not it fell on the 22nd. This act, which took effect in 1971, was designed to simplify the yearly calendar of holidays and give federal employees some standard three-day weekends in the process.

Apparently, while the holiday in February is still officially known as Washington's Birthday (at least according to the Office of Personnel Management), it has become popularly (and, perhaps in some cases at the state level, legally) known as "President's Day." This has made the third Monday in February a day for honoring Washington and Lincoln, as well as all the other men who have served as president.

George Washington's Birthday. February 22

First observed on February 11, 1782

While there are a number of lingering questions about Washington, he was known as a man of integrity, possessing great leadership skills, and a true patriot. His role as commander of the Continental Army is legendary. He was later the presiding officer at the Continental convention of 1787 and was unanimously selected to inaugurate a new country's democracy as its first President. He also established the Constitution of

the United States as a true guiding light for the new nation.

As early as 1775, his birthday was celebrated by some. Initial birthday celebrations were on February 11 because the Gregorian calendar wasn't adopted by the colonies in 1732, the year of his birth. It wasn't until 1796 that February 22 was officially adopted as the celebratory day.

Variable between March and April. Easter Sunday.

April 6. Grand Army Day.

The date upon which the Grand Army of the Republic was formed in 1866 in Decatur, IL by Benjamin F. Stephenson.

Third Monday in April. Patriots' Day.

First observed in 1894 – Celebrated today in Maine, Massachusetts, and Wisconsin.

Patriots' Day commemorates the battle of Lexington and Concord, which were fought on April 19, 1775. Part of the history of this famous revolutionary battle was the midnight ride of Paul Revere and William Dawes. The Sons of the American Revolution in Massachusetts were largely responsible for the official recognition of the event.

Today only a few states recognize the holiday, however, its celebrations are known by many. Besides several reenactments of the famous midnight ride, there are other festivities including professional baseball games and the running of the Boston Marathon.

May 1. Loyalty Day

First observed in the 1930s

The Maypole celebration apart, May Day is also important to all average Americans for yet another reason. Americans today celebrate May Day as Loyalty Day. It is a day of parades of veterans, drum and bugle corps, Boy Scouts, visits to national shrines and doing things in the honor of the patriots. Schools, churches, fraternal societies and different organizations come alive to sponsor these events. The motto is to instill the zeal to 'remain loyal to America', especially among children and the youth. It is a day meant for making everyone in America feel proud of his or her country.

Though the exact beginning of the date of observance is not known, the concept stemmed in the early 1930s. The idea to celebrate May Day as Loyalty Day came about as a counteractive bid against the Communist May Day exhibitions in the United States. Members of the Veterans of Foreign Wars felt that a challenge must be given to what they considered as the

'disruptive forces of the communism'.

They believed that the loyalty of Americans to American ideals had to be asserted in order to prevent the growth of communism in America. So, in the early 1930s they began urging war veterans to organize parades and ceremonies. Other patriotic organizations also joined. With the help of speaker's bureaus and an extensive letter-writing campaign, celebrations on the theme of loyalty to America took hold. This was aided by patriotic plays, oratory contests on national issues, and tours to national shrines. Schools, churches, labor unions, fraternal societies and other groups sponsored these events.

While the concept came into being early in the 1930s, it took until 1949 to officially proclaim the observance of Loyalty Day. Forty-nine states and territorial governors gave their support, thanks to the efforts of Senator Karl Mundt of North Dakota and Representative James E. Van Zandt of Pennsylvania. In May 1, 1958, President Dwight D. Eisenhower made it a day of national observance.

In 1932, some patriotic organizations were encouraged by the Loyalty Day concept and wanted to do something more to inspire loyalty to the nation. This gave birth to the concept of Americanism Day, which was to be celebrated on the same day as Loyalty Day. The first Americanism parade was held in Uniontown, Pennsylvania in 1932. The day has since

merged with Loyalty Day.

Second Sunday in May. Mother's Day.

First observed in 1905.

Mother's Day was started by Anna Marie Jarvis, after the death of her own mother in 1905. To honor all mothers, Jarvis asked people to wear white carnations on the second Sunday in May. The first observances were held in Grafton, West Virginia, where her late mother had lived.

By 1908 Mother's Day was being celebrated in Philadelphia, San Francisco and a few other places. Meanwhile, Jarvis worked to spread the holiday. She sent pamphlets to women's clubs in various cities, asking for help.

In Chicago, the Mother's Day cause was taken up by Sarah Warrell. On May 4, 1909, the Tribune ran a short interview in which she described the holiday.

Warrell called on ministers, teachers, and charitable institutions to get out the word. Wearing the white carnation was the first step. Then people should use the holiday for positive action, to help the aged, the sick, and the needy. "If everyone in the city would volunteer to do what he could to observe the spirit of Mother's Day, much happiness would result," Warrell said.

May 9th came. Men, women and children were seen

sporting the white carnation. Some groups, like the YMCA and the Grand Army of the Republic, had enlisted their entire membership.

In 1914, President Woodrow Wilson signed a proclamation designating Mother's Day a national holiday.

The tradition of wearing white carnations on Mother's Day continues in the SUVCW to this day.

Third Saturday in May. Armed Forces Day.

First observed in 1947

Armed Forces Day was established to combine the previous independent holidays of each of the branches of the Armed Forces. Its purpose is to honor Americans serving in the five services including the Army, Navy, Marines, Air Force, and Coast Guard.

On this holiday, there are parades and other festive activities sponsored by the military. In addition, many military bases are open to the public for tours of the facilities, ships, planes, and other military assets. Sometimes there are also public demonstrations like parachute jumps, aircraft fly-bys and other events.

Sunday preceding Memorial Day. Memorial Sunday.

Memorial Sunday is defined in the "Ritual and Ceremonials" as the Sunday preceding Memorial Day.

It should be observed by every Camp and every member by attending Divine services, preferably with members of the Allied Orders of the Grand Army of the Republic. Camp Commanders should issue instructions to members covering memorial Sunday, advising them in full detail time and place of the services and of needed information concerning participation of the Camp in the program.

Memorial Day

First formally observed in 1868

Memorial Day was originally known as Decoration Day because it was a time set aside to honor the nation's Civil War dead by decorating their graves. It was first widely observed on May 30, 1868, to commemorate the sacrifices of Civil War soldiers, by proclamation of General John A. Logan of the Grand Army of the Republic, an organization of former sailors and soldiers. On May 5, 1868, Logan declared in General Order No. 11 that:

General Order No. 11
Headquarters, Grand Army of the Republic
Washington, D.C., May 5, 1868

I. The 30th day of May, 1868, is designated for the purpose of strewing with flowers or otherwise decorating the graves of comrades who died in defense of their country during the late rebellion, and whose bodies now lie in almost every city, village, and hamlet churchyard in the land.

In this observance no form or ceremony is prescribed, but posts and comrades will in their own way arrange such fitting services and testimonials of respect as circumstances may permit.

We are organized, comrades, as our regulations tell us, for the purpose, among other things, "of preserving and strengthening those kind and fraternal feelings which have bound together the soldiers, sailors, and marines who united to suppress the late rebellion." What can aid more to assure this result than by cherishing tenderly the memory of our heroic dead, who made their breasts a barricade between our country and its foe? Their soldier lives were the reveille of freedom to a race in chains, and their death a tattoo of rebellious tyranny in arms. We should guard their graves with sacred vigilance. All that the consecrated wealth and taste of the Nation can add to their adornment and security is but a fitting tribute to the memory of her slain defenders. Let no wanton foot tread rudely on such hallowed grounds. Let pleasant paths invite the coming and going of reverent visitors and fond mourners. Let no vandalism of avarice or neglect, no ravages of time, testify to the present or to the coming generations that we have forgotten, as a people, the cost of free and undivided republic.

If other eyes grow dull and other hands slack, and other hearts cold in the solemn trust, ours shall keep it well as long as the light and warmth of life remain in us.

Let us, then, at the time appointed, gather around their sacred remains and garland the passionless mounds above them with choicest flowers of springtime; let us raise above them the dear old flag they saved from dishonor; let us in this solemn presence renew our pledges to aid and assist those whom they have left among us as sacred charges upon the Nation's gratitude,--the soldier's and sailor's widow and orphan.

II. It is the purpose of the Commander-in-Chief to inaugurate this observance with the hope it will be kept up from year to year, while a survivor of the war remains to honor the memory of his departed comrades. He earnestly desires the public press to call attention to this Order, and lend its friendly aid in bringing it to the notice of comrades in all parts of the country in time for simultaneous compliance therewith.

III. Department commanders will use every effort to make this order effective.

By command of:
JOHN A. LOGAN,
Commander-in-Chief.

N. P. CHIPMAN,
Adjutant-General.

During the first celebration of Decoration Day, General James Garfield made a speech at Arlington National Cemetery, after which 5,000 participants helped to decorate the graves of the more than 20,000 Union and Confederate soldiers buried in the cemetery.

This 1868 celebration was inspired by local observances of the day in several towns throughout America that had taken place in the three years since the Civil War. In fact, several Northern and Southern cities claim to be the birthplace of Memorial Day, including Columbus, Mississippi; Macon, Georgia; Richmond, Virginia; Boalsburg, Pennsylvania; and Carbondale, Illinois.

In 1966, the federal government, under the direction of President Lyndon Johnson, declared Waterloo, New York, the official birthplace of Memorial Day. They chose Waterloo—which had first celebrated the day on May 5, 1866—because the town had made Memorial Day an annual, community-wide event during which businesses closed and residents decorated the graves of soldiers with flowers and flags.

By the late 1800s, many communities across the country had begun to celebrate Memorial Day and, after World War I, observances also began to honor those who had died in all of America's wars. In 1971, Congress declared Memorial Day a national holiday to be celebrated the last Monday in May.

Third Sunday in June. Father's Day.

The United States is one of the few countries in the world that has an official day on which fathers are honored by their children. On the third Sunday in June, fathers all across the United States are given presents, treated to dinner or otherwise made to feel special. .

The origin of Father's Day is not clear. Some say that it began with a church service in West Virginia in 1908. Others say the first Father's Day ceremony was held in Vancouver, Washington.

Regardless of when the first true Father's Day occurred, the strongest promoter of the holiday was Mrs. Bruce John Dodd of Spokane, Washington. She thought of the idea for Father's Day while listening to a Mother's Day sermon in 1909.

Sonora wanted a special day to honor her father, William Smart. Smart, who was a Civil War veteran, was widowed when his wife died while giving birth to their sixth child. Mr. Smart was left to raise the newborn and his other five children by himself on a rural farm in eastern Washington state.

After Sonora became an adult she realized the selflessness her father had shown in raising his children as a single parent. It was her father that made all the parental sacrifices and was, in the eyes of his daughter, a courageous, selfless, and loving man. In 1909, Mrs. Dodd approached her own minister and others in Spokane about having a church service dedicated to fathers on June 5, her father's birthday.

That date was too soon for her minister to prepare the service, so he spoke a few weeks later on June 19th. From then on, the state of Washington celebrated the third Sunday in June as Father's Day. Children made special desserts, or visited their fathers if they lived apart.

In early times, wearing flowers was a traditional way of celebrating Father's Day.

Mrs. Dodd favored the red rose to honor a father still living, while a white flower honored a deceased dad. J.H. Berringer, who also held Father's Day celebrations in Washington State as early as 1912, chose a white lilac as the Father's Day Flower.

States and organizations began lobbying Congress to declare an annual Father's Day. In 1916, President Woodrow Wilson approved of this idea, but it was not until 1924 when President Calvin Coolidge made it a national event to "establish more intimate relations between fathers and their children and to impress upon fathers the full measure of their obligations."

Since then, fathers have been honored and recognized by their families throughout the country on the third Sunday in June. In 1966 President Lyndon Johnson signed a presidential proclamation declaring the 3rd Sunday of June as Father's Day and put the official stamp on a celebration that was going on for almost half a century.

June 14. Flag Day.

First observed June 14, 1777

In the United States, Flag Day (more formally, National Flag Day), is celebrated on June 14. It commemorates the adoption of the flag of the United States, which happened that day by resolution of the Second Continental Congress in 1777.

In 1916, Woodrow Wilson issued a proclamation that officially established June 14 as Flag Day; in August 1949, National Flag Day was established by an Act of Congress.

Several men are claimed to have played early instrumental roles in the establishment of a National Flag Day: perhaps the most fervent claim dates to 1885, when a schoolteacher, Bernard J. Cigrand, reportedly urged the students at the public school in Fredonia, Wisconsin, to observe June 14 as "Flag Birthday." He moved to Chicago to attend dental school, and in June 1886, wrote an article titled –The Fourteenth of June which was published in the Chicago Argus newspaper. He continued to promote the idea and by June 1894 300,000 children gathered in parks throughout Chicago to celebrate the day.

Another claim is made on behalf of William T. Kerr, a resident of Collier Township, Pennsylvania for a number of years, who founded the American Flag Day Association of Western Pennsylvania in 1888, became

that organization's national chairman one year later, and served as such for fifty years. He attended Truman's 1949 signing of the Act of Congress which formally established the holiday.

An older and less cited claim is in Kansas: a cyclopedia of state history, published by Standard Publishing Company (Chicago) in 1912. It credits George Morris of Hartford, Connecticut: To George Morris of Hartford, Conn., is popularly given the credit of suggesting "Flag Day," the occasion being in honor of the adoption of the American flag on June 14, 1777.

The city of Hartford observed the day in 1861, carrying out a program of a patriotic order, praying for the success of the Federal arms and the preservation of the Union.

July 4. Independence Day

First observed on July 4, 1777

July 4, 1776 is the momentous American date when John Hancock, the President of the Continental Congress, signed the Declaration of Independence. This declaration of sovereignty was a result of many preceding incidences including the Boston Massacre, Townshend Acts, Boston Tea Party, and Battles of Lexington, Concord, and Bunker Hill between the British and the independent minded Americans.

In the beginning of 1776, Thomas Paine wrote a pamphlet entitled *Common Sense* encouraging the

independence movement. On April 12, North Carolina became the first state to instruct its delegates to move towards independence. Other colonies followed suit helped by the strong encouragement of patriots like James Madison and Patrick Henry. In June, Richard Lee of Virginia offered a resolution to dissolve the political connection with Great Britain but it faced opposition still. Nevertheless, the Continental Congress selected a committee to draft a declaration of independence to support Lee's resolution. The committee consisted of John Adams, Benjamin Franklin, Thomas Jefferson, Robert Livingston, and Roger Sherman. Jefferson was appointed as author.

When the Continental Congress resumed sessions on July 1st, the Declaration of Independence was complete and a test vote was taken. Nine colonies were in favor of the resolution. On July 2, the official Independence vote was taken and twelve colonies supported the notion with New York abstaining. The Declaration of Independence, as written by Jefferson, was approved by Congress on July 4th, 1776. On that same day, it was printed and signed by John Hancock, the President of the Continental Congress, and Charles Thomson, secretary. A few days later, New York cast its vote in favor of the resolution thus making the independence movement unanimous among the thirteen colonies.

On August 2, the Declaration of Independence was signed by Congress with all but seven delegates signing the document. The remaining seven delegates did eventually sign the document as well.

September 11. Patriot Day.

First observed September 11, 2002

On September 11, 2001, four commercial airlines were hijacked by Islamic terrorists and members of the Al Qaeda terrorist network. Each of these airliners was given specific high profile targets in the United States and each airliner was complimented by five or six Al Qaeda hijackers.

Rather than fill the airplanes with explosives, each flight was selected because of its large fuel tanks and long, transcontinental flight plans departing from the east coast and heading west. The first two airliners hit New York City's World Trade Center towers just as the workday began. As the world watched the first tower burn, the second airliner hit the second tower. Debris and flames were everywhere as civilians raced to escape the disaster and firefighters and police raced towards the towers to try to save more lives. Unbelievably, within a couple of hours, both towers and surrounding structures collapsed like deadly accordions to the ground creating a seven story tall pile of rubble.

The third hijacked aircraft collided into the Pentagon in northern Virginia killing many more civilians and military personnel. Unlike the three others, the fourth aircraft wasn't hijacked until sometime later when the

flight was over eastern Ohio. This critical delay in hijacking allowed passengers to gather information (mainly via cellular phone calls) and formulate a plan. With the horrific news of the other three suicide missions, the passengers apparently seized the hijackers ultimately bringing down the plane in a fireball in rural western Pennsylvania. Although we don't really know what happened, one passenger was overheard saying "Let's Roll" just before the plane crashed. These brave passengers possibly saved thousands more of American lives through their selfless, courageous retaliation.

All told, almost 3,000 innocent people, from over sixty different nations, of all colors, creeds, and religions, were killed. This unexpected attack by a clandestine enemy is the worst "wartime" attack on American soil in history, even more so than Pearl Harbor. In memory of the brave firefighters, police officers, office workers, rescue workers, airline employees, and passengers, President George W. Bush signed this holiday into the public record on December 18, 2001.

In connection with the signing of this legislation, Americans are encouraged to fly their flags at half-mast and engage in a moment of silence. We should also remember the survivors of this attack, not only those who were present but also the family and friends of those lost.

September 17. Citizenship Day.

First observed September 17, 1952

The purpose of this holiday is to honor both, native-born and naturalized foreign-born citizens. In 1939, Randolph Hearst gave the day national prominence through his chain of daily newspapers when a movement to recognize new citizens begun.

In 1940, Congress designated the third Sunday in May as "I am an American Day". Many cities continue to observe this holiday. On February 29, 1952, President Harry S Truman signed a bill establishing September 17 as Citizenship Day, replacing the May observance and moving the date to the one on which the U.S. Constitution was signed in 1787.

The intent of the bill was to give recognition to those who had become American Citizens during the preceding year. The celebrations include pageantry and speeches to impress Americans with the privileges and responsibilities of U.S. citizenship.

Citizenship Day focuses on the rights and responsibilities of U.S. citizens, both native-born and naturalized. The choice of September 17 for this observance commemorates the events of September 17, 1787 when the United States Constitution was signed by delegates from 12 states at the Constitutional Convention in Philadelphia, Pennsylvania. This day celebrates the Supreme Law of the Land as the oldest working Constitution in the world.

Third Friday in September. National POW/MIA Recognition Day.

Until July 18, 1979, no commemoration was held to honor America's POW/MIAs, those returned and those still missing and unaccounted for from our nation's wars. That first year, resolutions were passed in the Congress and the national ceremony was held at the National Cathedral, Washington, D.C. The Missing Man formation was flown by the 1st Tactical Fighter Squadron, Langley AFB, Virginia. The Veterans Administration published a poster including only the letters "POW/MIA" and that format was continued until 1982, when a black and white drawing of a POW in harsh captivity was used to convey the urgency of situation and the priority that President Ronald Reagan assigned to achieving the fullest possible

accounting for Americans still missing from the Vietnam War.

National POW/MIA Recognition Day legislation was introduced yearly, until 1995 when it was deemed by Congress that legislation designating special commemorative days would no longer be considered by Congress. The President now signs a proclamation each year. In the early years, the date was routinely set in close proximity to the League's annual meetings.

In the mid-1980's, the American Ex-POWs decided that they wished to see the date established as April 9th, the date during World War II when the largest number of Americans were captured. As a result,

legislation urged by the American Ex-POWs was passed covering two years, July 20, 1984 and April 9, 1985, as the commemoration dates.

The 1984 National POW/MIA Recognition Day ceremony was held at the White House, hosted by President Ronald Reagan. At that most impressive ceremony, the Reagan Administration balanced the focus to honor all returned POWs and renew national commitment to accounting as fully as possible for those still missing. Perhaps the most impressive Missing Man formation ever flown was that year, up the Ellipse and over the White House. Unfortunately, the 1985 ceremony was canceled due to inclement weather, a concern that had been expressed when the April 9th date was proposed.

Subsequently, in an effort to accommodate all returned POWs and all Americans still missing and unaccounted for from all wars, the National League of Families proposed the third Friday in September, a date not associated with any particular war and not in conjunction with any organization's national convention.

Most National POW/MIA Recognition Day ceremonies have been held at the Pentagon. On September 19, 1986, however, the national ceremony was held on the steps on the U.S. Capitol facing the Mall, again concluding with a flight in Missing Man formation.

National POW/MIA Recognition Day Ceremonies are now held throughout the nation and around the world on military installations, ships at sea, state capitols, at schools, churches, national veteran and civic organizations, police and fire departments, fire stations, etc. The League's POW/MIA flag is flown, and the focus is to ensure that America remembers its responsibility to stand behind those who serve our nation and do everything possible to account for those who do not return.

November 11. Veteran's Day.

First observed November 11, 1919

November 11, is the anniversary of the Armistice which was signed in the Forest of Campaign by the Allies and the Germans in 1918, ending World War I, after four years of conflict.

At 5 A.M. on Monday, November 11, 1918 the Germans signed the Armistice, an order was issued for all firing to cease; so the hostilities of the First World War ended. This day began with the laying down of arms, blowing of whistles, impromptu parades, closing of places of business. All over the globe there were many demonstrations; no doubt the world has never before witnessed such rejoicing.

In November of 1919, President Woodrow Wilson issued his Armistice Day proclamation. The last paragraph set the tone for future observances:

To us in America, the reflections of Armistice

Day will be filled with solemn pride in the heroism of those who died in the country's service and with gratitude for the victory, both because of the thing from which it has freed us and because of the opportunity it has given America to show her sympathy with peace and justice in the councils of the nation.

In 1927 Congress issued a resolution requesting President Calvin Coolidge to issue a proclamation calling upon officials to display the Flag of the United States on all government buildings on November 11, and inviting the people to observe the day in schools and churches. But it was not until 1938 that Congress passed a bill that each November 11 "shall be dedicated to the cause of world peace and ...hereafter celebrated and known as Armistice Day."

That same year President Franklin D. Roosevelt signed a bill making the day a legal holiday in the District of Columbia. For sixteen years the United States formally observed Armistice Day, with impressive ceremonies at the Tomb of the Unknown Soldier, where the Chief Executive or his representative placed a wreath. In many other communities, the American Legion was in charge of the observance, which included parades and religious services. At 11 A.M. all traffic stopped, in tribute to the dead, then volleys were fired and taps sounded.

After World War II, there were many new veterans

who had little or no association with World War I. The word, "armistice," means simply a truce; therefore as years passed, the significance of the name of this holiday changed. Leaders of Veterans' groups decided to try to correct this and make November 11 the time to honor all who had fought in various American wars, not just in World War I.

In Emporia, Kansas, on November 11, 1953, instead of an Armistice Day program, there was a Veterans' Day observance. Ed Rees, of Emporia, was so impressed that he introduced a bill into the House to change the name to Veterans' Day. After this passed, Mr. Rees wrote to all state governors and asked for their approval and cooperation in observing the changed holiday. The name was changed to Veterans' Day by Act of Congress on May 24, 1954.

In October of that year, President Eisenhower called on all citizens to observe the day by remembering the sacrifices of all those who fought so gallantly, and through rededication to the task of promoting an enduring peace. The President referred to the change of name to Veterans' Day in honor of the servicemen of all America's wars.

**Saturday closest to November 19.
Remembrance Day.**

Originally known as "Veterans' Night. The "Ritual

and Ceremonials" defined "Veterans' Night" as a ceremonial occasion to be observed by a Camp of the Sons of Union Veterans of the Civil War:

"VETERAN'S NIGHT - Commemorating the anniversary of the delivery of Lincoln's Gettysburg Address, November 19 (1863), to be observed in memory of Lincoln and the Soldiers, Sailors and Marines of 1861 -'65." (Ritual and Ceremonials, Official: 1920- '25-'26)

With the passing of Comrade Albert Woolson in 1956, the Grand Army of the Republic ceased to exist. A monument was dedicated by the Allied Orders of the Grand Army of the Republic to the memory of the Grand Army of the Republic near the copse of trees on the Gettysburg Battlefield and a parade and ceremony, now known as "Remembrance Day", has continued to be observed in Gettysburg on the Saturday closest to November 19th ever since.

Fourth Thursday in November. Thanksgiving Day.

First observed in 1621

The Pilgrims set apart a day for thanksgiving at Plymouth Colony immediately after their first harvest, in 1621; the Massachusetts Bay Colony for the first time in 1630, and frequently thereafter until about 1680, when it became an annual festival in that colony; and Connecticut as early as 1639 and annually after 1647, except in 1675. The Dutch in New

Netherland appointed a day for giving thanks in 1644 and occasionally thereafter. During the American Revolutionary War the Continental Congress appointed one or more thanksgiving days each year, except in 1777, each time recommending to the executives of the various states the observance of these days in their states.

George Washington, leader of the revolutionary forces in the American Revolutionary War, proclaimed a Thanksgiving in December 1777 as a victory celebration honoring the defeat of the British at Saratoga. The Continental Congress proclaimed annual December Thanksgivings from 1777 to 1783, except in 1782.

George Washington again proclaimed Thanksgivings, now as President, in 1789 and 1795. President John Adams declared Thanksgivings in 1798 and 1799. President Madison, in response to resolutions of Congress, set apart a day for thanksgiving at the close of the War of 1812. Madison declared the holiday twice in 1815; however, none of these were celebrated in autumn.

One was annually appointed by the governor of New York from 1817. In some of the Southern States there was opposition to the observance of such a day on the ground that it was a relic of Puritanical bigotry, but by 1858 proclamations appointing a day of thanksgiving were issued by the governors of 25 states and two Territories.

In the middle of the Civil War, prompted by a series of editorials written by Sarah Josepha Hale, the last of

which appeared in the September 1863 issue of Godey's Lady's Book, President Abraham Lincoln proclaimed a national Thanksgiving Day, to be celebrated on the final Thursday in November 1863:

The year that is drawing towards its close, has been filled with the blessings of fruitful fields and healthful skies. To these bounties, which are so constantly enjoyed that we are prone to forget the source from which they come, others have been added, which are of so extraordinary a nature, that they cannot fail to penetrate and soften even the heart which is habitually insensible to the ever watchful providence of Almighty God. In the midst of a civil war of unequalled magnitude and severity, which has sometimes seemed to foreign States to invite and to provoke their aggression, peace has been preserved with all nations, order has been maintained, the laws have been respected and obeyed, and harmony has prevailed everywhere except in the theatre of military conflict; while that theatre has been greatly contracted by the advancing armies and navies of the Union.

Needful diversions of wealth and of strength from the fields of peaceful industry to the national defense, have not arrested the plough, the shuttle, or the ship; the axe had enlarged the borders of our settlements, and the mines, as well of iron and coal as of the precious metals, have yielded even more abundantly than heretofore. Population has

steadily increased, notwithstanding the waste that has been made in the camp, the siege and the battle-field; and the country, rejoicing in the consciousness of augmented strength and vigor, is permitted to expect continuance of years, with large increase of freedom. No human counsel hath devised nor hath any mortal hand worked out these great things. They are the gracious gifts of the Most High God, who, while dealing with us in anger for our sins, hath nevertheless remembered mercy. It has seemed to me fit and proper that they should be solemnly, reverently and gratefully acknowledged as with one heart and voice by the whole American people. I do therefore invite my fellow citizens in every part of the United States, and also those who are at sea and those who are sojourning in foreign lands, to set apart and observe the last Thursday of November next, as a day of Thanksgiving and Praise to our beneficent Father who dwelleth in the Heavens. And I recommend to them that while offering up the ascriptions justly due to Him for such singular deliverances and blessings, they do also, with humble penitence

for our national perverseness and disobedience, commend to his tender care all those who have become widows, orphans, mourners or sufferers in the lamentable civil strife in which we are unavoidably engaged, and fervently implore the interposition of the Almighty Hand to heal the wounds of the

nation and to restore it as soon as may be consistent with the Divine purposes to the full enjoyment of peace, harmony, tranquility and Union.

In testimony whereof, I have hereunto set my hand, and caused the seal of the United States to be affixed. Done at the city of Washington, this third day of October, in the year of our Lord one thousand eight hundred and sixty-three, and of the independence of the United States the eighty-eighth.

(Proclamation of President Abraham Lincoln, 3 October 1863.)

Since 1863, Thanksgiving has been observed annually in the United States. In 1939, President Roosevelt declared that Thanksgiving would be the next to last Thursday of November rather than the last. With the country still in the midst of the Great Depression, Roosevelt thought this would give merchants a longer period to sell goods before Christmas. Increasing profits and spending during this period, Roosevelt hoped, would aid bringing the country out of the Depression.

At the time, it was considered inappropriate to advertise goods for Christmas until after Thanksgiving. However, Roosevelt's declaration was not mandatory; twenty-three states went along with this recommendation, and 22 did not. Other states, like Texas, could not decide and took both weeks as

government holidays.

Roosevelt persisted in 1940 to celebrate his "Franksgiving," as it was termed. The U.S. Congress in 1941 split the difference and established that the Thanksgiving would occur annually on the fourth Thursday of November, which was sometimes the last Thursday and sometimes the next to last. On November 26 that year President Roosevelt signed this bill into US law.

December 7. National Pearl Harbor Remembrance Day.

President Franklin D. Roosevelt's address of 8 December 1941:

Yesterday, December 7, 1941—a date which will live in infamy—the United States of America was suddenly and deliberately attacked by naval and air forces of the Empire of Japan.

The United States was at peace with that nation, and, at the solicitation of Japan, was still in conversation with its government and its emperor looking toward the maintenance of peace in the Pacific.

Indeed, one hour after Japanese air squadrons had commenced bombing in the American island of Oahu, the Japanese ambassador to the United States and his colleague delivered to our secretary of state a formal reply to a recent American message. While this reply stated that

it seemed useless to continue the existing diplomatic negotiations, it contained no threat or hint of war or armed attack.

It will be recorded that the distance of Hawaii from Japan makes it obvious that the attack was deliberately planned many days or even weeks ago. During the intervening time the Japanese government has deliberately sought to deceive the United States by false statements and expressions of hope for continued peace.

The attack yesterday on the Hawaiian Islands has caused severe damage to American naval and military forces. I regret to tell you that very many American lives have been lost. In addition, American ships have been reported torpedoed on the high seas between San Francisco and Honolulu.

Yesterday the Japanese government also launched an attack against Malaya.

Last night Japanese forces attacked Hong Kong.

Last night Japanese forces attacked Guam.

Last night Japanese forces attacked the Philippine Islands.

Last night Japanese forces attacked Wake Island.

And this morning the Japanese attacked Midway Island.

Japan has, therefore, undertaken a surprise offensive extending throughout the Pacific area. The facts of yesterday and today speak for themselves. The people of the United States have already formed their opinions and well understand the implications to the very life and safety of our nation.

As commander in chief of the Army and Navy I have directed that all measures be taken for our defense. But always will our whole nation remember the character of the onslaught against us. . .”

December 7 is National Pearl Harbor Remembrance Day. The President is requested to issue each year a proclamation calling on - (1) the people of the United States to observe National Pearl Harbor Remembrance Day with appropriate ceremonies and activities; and (2) all departments, agencies, and instrumentalities of the United States Government, and interested organizations, groups, and individuals, to fly the flag of the United States at half-staff each December 7 in honor of the individuals who died as a result of their service at Pearl Harbor.

Chapter 4

National Patriotic Instructor Continuity Checklist

1. Examine NPI web page:
<http://www.suvew.org/NatPatrioticPage.htm>
Ensure it is up-to-date.

2. Write a short article for each Banner Issue.
Items of history, patriotism, education, announcements about Memorial University, reminders, and other items. Articles will be the Banner "Voices of Patriotism".

3. Expenses

- Track and record mailing, phone call, and other expenses most will be mailing.
- Turn into the National Treasurer sometime in Jun
- See **PDF National Expenses Report File**

4. Contact the Dept. Patriotic Instructors Monthly (See contacts file)

- Send out monthly Patriotic Instruction to each Dept. PI. Courtesy copy their Commander & Secretary, National elected officers. These should be passed to Camps.
- Update Contacts file as you receive form 49's from Brother Demmy as Departments elect new officers.
- Remind DPI about Memorial U and other programs
- Remind DPI about the Annual Camp PI reports due to them by 1 Apr.
- Remind DPI about the Department PI reports due to you by 15 May.

5. Annual PI Reports on form provided (see PI Letters Out file) (see Annual PI forms 40 (Camp), 41 (Department) and 42 (National))

- Inform Camps and Departments about this requirement and suggest that they keep track of these items as the year progresses.
- Annual Camp PI reports due to them by 1 Feb.
- Remind DPI about the Department PI reports due to you by 1 Jun.
- Your report due sometime in July

6. NPI reports (see NPI Report file)

You will asked to file a written report prior to

- Remembrance Day in Nov,
- Lincoln Tomb Ceremony in Apr.
- National Encampment in July.

7. National Encampment

- Prepare 2-3 short messages of Patriotic Instruction to give at National Encampment.

8. National, Department, and Camp duties on Americanization and Education

- Emphasize to Departments and Camps the importance of educating our youth in the schools and living history events.
- We did a power point for 1860 and 1861 that is on the web site.
- Might consider keeping it going with one for 1862 through 1865.
- Encourage Departments and Camps to actively engage in the JROTC, ROTC, and Eagle Scout Awards.

9. Memorial University

This will take most of your time. Be ready for 15-30 minutes a day.

- Examine the MU web page for currency and correctness:
http://www.suvcw.org/?page_id=1193
- The following items are the process and explanations of the files.
- The last part is the step by step process used for processing Brothers work through the course.
- PNPI will email the Template for MU Certificates to the new NPI.

Memorial University File Definitions

Memorial University- Records every Brother who registers for the course, yellow highlight and date indicates course completion. Make sure you have their name, email, camp name & number, and Department.

MU Score Sheet- is a cheat sheet to help keep track of Brothers who are currently enrolled. The top is a quick reference to record their scores, dates, and such. These are sent to you as they proceed through the course. The table keeps track of their progress. The end is a series of responses for you to use for the

first lesson, lessons 2-11, and lesson 12. If they have not completed the course after 1 year they must start over and delete the information in these files.

Graduates- records all Graduates, dates, Camp, Department, email of all graduates. Use color code to indicate which have had their certificates sent to their Department or to the CinC to present at National.

Annual Test Score Records- record each Brothers test data that comes to you here after the MU Score Sheet becomes too full. Delete those over one year old.

Certificate- This is the format to place the Brothers name and graduation date in when you print the certificates. Back up is there also, just in case.

Certificate Award Schedule- Determine dates for each Department Encampment. Send all the certificates for each Department to their Department Commanders about 15 days before the Department Encampment. Any earned after a Department Encampment will be awarded to the individual or his Department Commander at the National Encampment, thus finishing each year with the change of National Officers.

Certificate Award Commanders Letter- sample letter to notify Department Commanders of Brothers who Graduated and should receive a pin and certificate at their Dept. Encampment.

CinC Certificate Award Letter- same as above
the CinC at the National Encampment

CinC Schedule- get a copy of this from the Chief of Staff as soon as you can. The CinC will award pins and Certificates at the Department Encampments he visits. You might save postage by sending these to the CinC for the ones he visits verses the Dept. Commanders.

Directions Memorial U and MU Disclaimer- Copies of items that are on the MU web page. Often you may need to remind Brothers. The lesson Usernames and Passwords are for you to release one at a time to each Brother as the pass a lesson with a score of 75% or above.

Regs. for MU- list the regulations used to answer the MU questions.

2.

The MU Process

1. Receive Brother's request to take course via e-mail.

- a. Record Brother's name, email, Camp number/ name, Department to Memorial University File and to Score Sheet.
 - b. Send the Brother Lesson One directions & lesson info form letter from the score sheet.

2. Each time a Brother completes a lesson,
 - a. save the data you receive via email about the lesson on the score sheet (later to transfer to Annual Score Report).
 - b. Mark score in Score Sheet table.
 - c. Send the brother next lesson form letter from score sheet file.

3. For lesson 12
 - a. Send form letter for lesson 12 from the score sheet asking for name as it should appear on Certificate.
 - b. Make sure you have all of the Brother's Camp and Department information.

4. Lesson 12 completion
 - a. Log lesson information as usual.
 - b. List Brother's information on Graduate File with graduation date.
 - c. Send copy of Brother's information and graduation date to the web master for posting

on the MU Graduate list.
SignalOfficer@OhioSUV.com

- d. Print the Certificate with Brother's name and graduation date.
 - e. Record Graduate information to be sent for award at his Department Encampment.

 - f. Mail Certificate and Pin at the appropriate time to the Brother's Department Commander or to the CinC if he will be in attendance.
5. Save mailing receipts and log amounts on the PDF National Expenses Report File.
 6. Order more certificates for Junior Associates and Officer Training from The Print Shop. Address is 1020 Leesburg Avenue, Washington C.H., Ohio 43160. Phone number is (740) 335-8030 and the FAX is (740) 335-9335. Cost per 50 certificates is \$33 paid either by the NPI as a donation or request budget through National.
 7. Order more Junior and Officer Training Memorial University Pins from Northwest Territorial Mint. Address is 80 East AirPark Vista Blvd., Dayton, NV 89403. Phone number is (775) 461-7347. Email is Russ.Wilson@nwtmint.com. Funding to be requested through National for reordering.

Chapter 5

Forms

A sample of the report that the Camp, Department and National Patriotic Instructor must submit is provided below. The actual forms. PI's will fill out can be found on our **national website** indexed under the Governance and Forms page as:

FORM 40 (CAMP)

FORM 41 (DEPARTMENT)

FORM 42 (NATIONAL)

To facilitate the filling out of this report, it is vital that a record of your National activities be recorded as they occur and that you communicate with your predecessor and successor.



CAMP PATRIOTIC INSTRUCTOR ANNUAL REPORT

Annual report
Report Deadline April 1, 20__

Camp Name and Number:

Patriotic Instructor Signature :

Camp Commander Signature:

INSTRUCTIONS: Complete form and send to Department Patriotic Instructor. Report numbers, hours volunteered and money spent. Fill in box or write narrative as applicable. Do not fill in shaded boxes.

KEY:

Y = Yes. N = No. # = Number. Hrs = Hours. Amt = Dollar amount spent.

		Y	N	#	Hrs	Amt
1	How Many Civil War History Education events conducted to include Patriotism, Americanism, and Civic responsibility?					
2	How many Civil War History Education conducted via living history or other venues?					
3	How many Flags given or sent to military troops?					
4	Armed Forces Day Participation?					
5	Memorial Day Participation?					
6	Flag Day Participation?					
7	July 4 Participation?					
8	Remembrance Day Participation?					

9	Veterans Day Participation?					
10	How many Community Events involving Patriotic Holidays?					
11	How many Patriotic/Americanism Essay Contest Participation?					
11a	Number of Schools Participating?					
11b	Number of Youth Groups Participating?					
11c	Number of Students Involved?					
11d	Scholarships Awarded if any?					
12	How did you promote the SUVCW in your Department					
13	Did Members wear and display member Badges at events?					
14	How many Flag Etiquette programs did you provide to the Community, businesses, and Schools?					
15	Did you promote Patriotic Holidays participation in your Department?					
16	Did you support the Boy Scouts Eagle Scout Awards Program?					
17	Did you support the JROTC/ROTC Cadet Program?					

18	What events or functions did your Camp participate in by showing how important Patriotism/Americanism is to our organization, community, state, and nation? (continue on page 4 if necessary)
19	Did your Camp include our Sisters from the Allied Orders?
20	How many events were the Sisters of the Allied Orders included?
21	Was a Patriotic Instructor appointed?
22	Camp Patriotic Instructor provided patriotic and/or educational presentations at Camp Meetings?
23	As Camp Patriotic Instructor; what forms of communication did you use? (continue on page 4 if necessary)

No.	Narrative Continuation



DEPARTMENT PATRIOTIC INSTRUCTOR ANNUAL REPORT

Annual report
Report Deadline June 1, 20__

Department Name:

Department Patriotic Instructor Signature:

Department Commander Signature:

INSTRUCTIONS: Complete form and send to Department Patriotic Instructor. Report numbers, hours volunteered and money spent. Fill in box or write narrative as applicable. Do not fill in shaded boxes.

KEY:

Y = Yes. N = No. # = Number. Hrs = Hours. Amt = Dollar amount spent.

		Y	N	#	Hrs	Amt
1	How Many Civil War History Education events conducted to include Patriotism, Americanism, and Civic responsibility?					
2	How many Civil War History Education conducted via living history or other venues?					
3	How many Flags given or sent to military troops?					
4	Armed Forces Day Participation?					
5	Memorial Day Participation?					
6	Flag Day Participation?					
7	July 4 Participation?					
8	Remembrance Day Participation?					

9	Veterans Day Participation?					
10	How many Community Events involving Patriotic Holidays?					
10a	How many Patriotic/Americanism Essay Contest Participation?					
10b	Number of Schools Participating?					
10c	Number of Youth Groups Participating?					
10d	Number of Students Involved?					
11	Scholarships Awarded if any?					
12	How did you promote the SUVCW in your Community					
13	Did Members wear and display member Badges					
14	How many Flag Etiquette programs did you provide to the Community, businesses, and Schools?					
15	Did you promote Patriotic Holidays participation in your Camp?					
16	Did you support the Boy Scouts Eagle Scout Awards Program?					
17	Did you support the JROTC/ROTC Cadet Program?					

18	What events or functions did your Department participate in by showing how important Patriotism/Americanism is to our organization, community, state, and nation? (continue on page 4 if necessary)					
19	Did your Department include our Sisters from the Allied Orders?					
20	How many events were the Sisters of the Allied Orders included?					
21	Was a Patriotic Instructor appointed?					
22	Department Patriotic Instructor provided patriotic and/or educational presentations at Department Meetings?					
23	As Department Patriotic Instructor; what forms of communication did you use? (continue on page 4 if necessary)					
24	Suggestions for the Patriotic Instructor positions (continue on page 4 if necessary):					

No.	Narrative Continuation



NATIONAL PATRIOTIC INSTRUCTOR ANNUAL REPORT

Annual report
Report Deadline July 30, 20__

National Patriotic Instructor Signature: _____

CinC or by direction the Chief of Staff: _____

INSTRUCTIONS: Complete form and send to Commander in Chief for inclusion in National Encampment Reports. Report numbers, hours volunteered and money spent. Fill in box or write narrative as applicable. Do not fill in shaded boxes.

KEY:

Y = Yes. N = No. # = Number. Hrs = Hours. Amt = Dollar amount spent.

		Y	N	#	Hrs	Amt
1	How Many Civil War History Education events conducted to include Patriotism, Americanism, and Civic responsibility?					
2	How many Civil War History Education conducted via living history or other venues?					
3	How many Flags given or sent to military troops?					
4	Armed Forces Day Participation?					
5	Memorial Day Participation?					
6	Flag Day Participation?					
7	July 4 Participation?					
8	Remembrance Day Participation?					
9	Veterans Day Participation?					

10	How many Community Events involving Patriotic Holidays?					
11	How many Patriotic/Americanism Essay Contest Participation?					
11a	Number of Schools Participating?					
11b	Number of Youth Groups Participating?					
11c	Number of Students Involved?					
11d	Scholarships Awarded if any?					
12	How did you promote the SUVCW throughout the Order? (continue on page 6 if necessary)					
13	Did Members wear and display member Badges at events?					
14	How many Flag Etiquette programs did you provide to the Community, businesses, and Schools?					
15	Did you promote Patriotic Holidays participation in the National Organization and to the Departments?					
16	Did you support the Boy Scouts Eagle Scout Awards Program?					
17	Did you support the JROTC/ROTC Cadet Program?					

18	What events or functions did the NPI participate in by showing how important Patriotism/Americanism is to our organization, community, state, and nation? (continue on page 6 if necessary)					
19	Did National include our Sisters from the Allied Orders?					
20	How many events were the Sisters of the Allied Orders included?					
21	Were Patriotic Instructors appointed in all Departments?					
22	If not, how many were appointed? Which Departments did not have PIs appointed? (use page 4)					
23	National Patriotic Instructor provided patriotic and/or educational presentations at National Meetings?					
25	How many Departments submitted Annual Reports? List those that did not on page 4.					
26	How many members enrolled in Memorial University?					
27	How many completed Memorial University?					

28	How many MU Certificates presented at Department Encampments?					
29	How many MU Certificates presented at National Encampment?					
30	Did Departments receive monthly Patriotic Instructions from the National PI?					
31	Did Camps receive monthly National Patriotic Instructions from the Department PI?					
32	Assess communication from National PI to Department PIs. What forms of communication were used? (continue on page 6 if necessary):					
34	Assess communication from Department PI to Camp PIs. What forms of communication were used? (continue on page 6 if necessary):					

35	Recommendations Department and Camp PIs to improve the Patriotic Instructor program (continue on page 6 if necessary):
36	National PI recommendations to improve the Patriotic Instructor program (continue on page 6 if necessary):

No.	Narrative Continuation