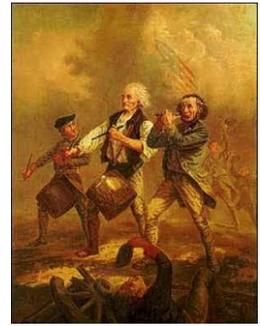




# SAR

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## GUIDELINES FOR CO-SPONSORED EVENTS

The purpose of this pamphlet, provided by the Sons of the American Revolution Reenactors Committee (SARRC), is to provide suggestions, recommendations, and some basic guidelines for co-sponsored events and activities between the Sons of the American Revolution and the American Revolutionary War historical reenactment community. The SARRC (hereinafter referred to as the Committee) hopes that these ideas will help to develop a close and mutually beneficial relationship between these two organizations in achieving their shared goal, that of promoting the remembrance of our great Revolution.

### Establishing Contact

The Committee is providing all of the existing SAR State Societies and Chapters with a list of the locally based reenactment units and their points of contact, as well as providing said reenactment units with a similar list of local SAR State Societies and Chapters for the purpose of establishing communication between the two organizations. If your SAR chapter or reenactment unit has not received such a list, please contact one of the Committee members listed at the end of this pamphlet.

It is suggested that both SAR and reenactment representatives use the list to locate the nearest chapter or regiment/unit to them and by either phone, e-mail or personal contact establish a “meet and greet” event whereby the representatives can get to know each other and the respective organizations. In some cases, SAR members may already belong to a reenactment unit, or vice versa, and contact could be established in this manner.

Once contact has been established, the two organizations can then exchange information about themselves and discuss how a partnership could be developed and best utilized to the advantage of both parties in pursuit of their common goals. It is sincerely believed that the members of both organizations would possess a number of skills, talents, abilities, information and contacts which could be mutually exchanged to the benefit of both parties. The Committee feels that in this manner a mutually cooperative partnership, based on shared common interests and goals, could be developed.

### Developing a Partnership

The following are some suggestions as to how SAR chapters and reenactment units can develop a working partnership.

- 1) Many SAR chapters have regular meetings or host special events at which a speaker or presentation are often needed. As most reenactment units have unit historians, either amateur or professional, and/or members who are quite knowledgeable on a variety of aspects of the Revolutionary War, the possibility exists for SAR chapters to invite the local reenactment unit to give a presentation or a talk.
- 2) SAR chapters often participate in commemorative events on national holidays, such as Veterans Day, Memorial Day, Independence Day (July 4th), and Washington’s Birthday (Presidents Day) to name a few. These ceremonies often include a wreath laying ceremony or a color guard. Local reenactment units could be invited to help lay the wreath, escort the colors and fire a volley in salute. As such events often have a media presence it would also be a good opportunity to highlight the SAR and reenactment community’s joint efforts in educating the public to the people, places and events of our Revolution.
- 3) While there are some people who share membership in both the SAR and a reenactment unit, and as both organizations are always looking to increase their membership with competent individuals who share their interests in the Revolution. This would provide a possible opportunity for mutual “recruiting” between the two organizations.

4) Some SAR chapters either have or are looking to create a Color Guard to perform for special events. Reenactors have special knowledge on acquiring or creating proper, historically authentic uniforms and equipment which would be invaluable to SAR organizers. It might even be possible, depending on the given situation and existing circumstance, to ask the reenactors to act as the color guard.

5) Many reenactment units give demonstrations to the public for the purposes of education and awareness, as well as for “recruiting” purposes. To have the local SAR chapter either help sponsor and/or participate in some way would be beneficial to the reenactment unit and probably add greatly to the success of the event.

These suggestions are just a few possibilities in which SAR and reenactors could work together. Once the two organizations have established contact and developed a working partnership with one another, the possibilities for cooperation that could come from a “meeting of the minds” would be both varied and limitless.

Note: Many reenactment units are registered with the Federal Government as having 501 C3 Non-Profit Education status. As such, their public talks, presentations and demonstrations are given free of charge. However, as both those units who have non-profit status and those who don't still have to provide powder, food for their members, information flyers and the gas for their presence, many may request or even require a small honorarium to help offset their expenses and keep their unit from dissolving due to a lack of finances. SAR representatives should keep this in mind when requesting reenactors to participate in events which may require units to provide out of pocket expenses. By the same token, reenactment units should also be aware that all of the SAR is registered as 501 C3.

### Co-Sponsoring an Event

The Committee sincerely hopes that a such a level of cooperating partnership would be reached between the two organizations that would enable them to co-sponsor a local reenactment event. To reenactors, attending a reenactment event, particularly one that involves opposing forces (i.e. a battle), is the “meat” of the hobby. While many enjoy educating the public and giving presentations, “burning powder” in action is what most reenactors live for! Sponsoring an event, even a small one, can be a logistical headache in terms of time, effort and cost involved. It is in this regard that the Committee believes SAR chapters and reenactment units can best utilize their combined abilities to make a significant contribution to public awareness about our Revolution.

As both SAR and reenactment members come from a variety of professional backgrounds, they would necessarily have a wider variety of contacts which could prove useful in organizing a reenactment event. While every event is different, there are certain basic elements that all must have to create a successful event. Among these are: finding a suitable site or piece of land large enough for the battle reenactment itself as well as the campground, parking for reenactors/visitors, etc.; arranging for the port-o-johns; a fresh water supply; straw and loos, etc; promoting the event through the local media, providing flyers, posters, etc.; crowd control; safety inspectors (particularly if the site chosen is a state or national park); arranging for the cooperation of local authorities, police, city counsel permits, etc.; and site clean up, just to name a few.

The reenactor organizers should probably take the initial lead in laying out what is needed for the event, as they have the most experience in such matters, but once the various elements needed to put together the event have been identified the joint cooperation of both the SAR and the reenactors would be essential. An Event Organization Committee should then be formed which would be composed of volunteers from both SAR chapters and reenactment units. This is where the member contacts and abilities of both groups would come into play. Combining these resources would almost certainly guarantee a good event, both in SAR/Reenactor participation and attendance of the general public.

The following are some additional ideas for possible SAR participation at a reenactment event. Bearing in mind that not all SAR members are reenactors, these ideas are suggested as a means for SAR members to “do what they do best” at an event, as well as help them “get their feet wet” as far as participating in a reenactment for the first time.

1) As many reenactments are held either at historic sites or to publicize certain battles and/or the anniversary of said battle, the SAR could do a wreath laying ceremony with reenactor troops in attendance to honor the memory of those that fought and died in that particular engagement. This is often done at reenactments anyway and is quite frankly something which should be a regular feature of any reenactment.

2) SAR members could organize an opening ceremony, whereby they marched on to the site, welcomed everyone in attendance, described what the event was about, why it was being put on, and mention that it is a cosponsored effort with the local reenactment unit. If the local SAR chapter has a color guard, they might want to include them in the ceremony, and if not, have a color guard drawn from amongst the reenactors. The “opening” of the event could also include a volley fire or salute from the muskets and/or artillery of the reenactors. This could be combined with the above mentioned wreath laying ceremony or whatever commemoration might be applicable to the event.

3) SAR chapters could set up a table or perhaps borrow a fly or tent from the reenactors and distribute literature on their organization, the reenactment event or the local historical site. Such tables/tents could be set up

either at the entrance to the site or along “sutler’s row”. Many sites and local historical groups provide or sell booklets or pamphlets on the history of the site and/or area. The SAR could even distribute or sell some of their published historical literature and that from the reenactment units. At large events there is almost always a registration table and the SAR could volunteer to help the reenactors with that job. T-shirts of the event are always a big hit and most large reenactments, and even some small ones, sell shirts or ball caps commemorating the event. This is another thing that the SAR chapters might want to help fund with the reenactors.

4) There is always the need for crowd control and public information and SAR members could volunteer to help with these tasks. As many reenactors and/or their units have extra clothing it might even be feasible to try and outfit any SAR volunteers in some pieces of 18th century clothing, say with hunting shirts, body shirts, cocked and round hats, etc. It would be useful and helpful for identification as well as publicity if SAR members wore some kind of distinguishing apparel or emblem to show that they were with the SAR. T-shirts, ball caps, arm bands, pins are all possibilities, depending on what the local chapter has and the availability of such.

5) SAR members could hand out event flyers and direct the public toward any demonstrations going on throughout the event. They could help lead the public through the American and British camps as well as “sutler’s row”, pointing out the different units and any special events taking place throughout the day. They could also assist the “provost guard” as civilian counterparts in keeping the camp safe and secure while the reenactors were doing their demonstrations or fighting the battle.

6) A reenactment event might also be a good place to hold any special awards and presentation ceremonies of the SAR. On a one day event, such ceremonies might be worked into the program of the day so that the public could be in attendance. During a weekend event it might be interesting to have such ceremonies take place in the evening, around a large camp or bonfire, after the general public has gone for the day and only the SAR and reenactors are in attendance.

7) Local DAR (Daughters of the American Revolution) and CAR (Children of the American Revolution) societies and chapters could be invited as guests and given a tour of the encampment by SAR volunteers. This might be especially beneficial to the CAR members as many might be interested in joining a reenactment unit, especially after they have seen a few close up and in action.

8) It would be a fine idea, and a perfect demonstration of fellowship, if the reenactment units asked the SAR volunteers to share their “evening mess”, or even arrange for a dinner or meal to be shared by the organizers of both groups. It is almost guaranteed that SAR members - as well as any DAR or CAR guests - would probably get a thrill out of eating fire-cooked 18th century fare around an evening campfire, listening to period music and chatting with their reenactor counterparts!

(NOTE: For SAR members. NSSAR liability coverage does not extend to any chapter or state society, thus all SAR chapters and color guard units should examine their activities to determine if they have any liability exposure, but it is especially important for those units involved in reenactment or black powder demonstrations to carry their own insurance for protection against third party claims. It is also very important that any unit securing liability coverage have the NSSAR listed as an additional named insured to protect the National Society should they also be named in a lawsuit.)

Again, the possibilities in co-sponsoring an event are limited only by the imaginations of the people involved. The Committee firmly believes that once these two patriotic organizations get together and begin to share common ideas and interests about our Revolution, there will form a lasting bond of mutual support and cooperation. It is hoped that such a partnership will not only benefit the members of these two fine groups, but will also help pass on that interest and devotion in our Revolution to the general public, which is what will truly help keep alive the memory of the men and women who fought for and won American Independence.

## Types of Events

The following is a general list of the types of events and their stated purposes that could be co-sponsored by SAR chapters and reenactment units. All of these types of events can be used to draw attention to a historic site for purposes of visitation or preservation, remembrance of a historic event, such as a battle or campaign, or the life and career of a person(s) of significant importance to the Revolutionary Cause.

Speaker’s Talks/Presentations - Giving a set presentation or talk - often on request - on an aspect of the Revolutionary War, be it of their unit, a soldier’s life, uniform and equipment, a historic battle, campaign or significant person.

Purpose - Usually done by one or a few people from a unit, these presentations are for patriotic or community organizations, local schools, etc., to help educate and often illustrate by example some aspect of the history of the Revolution.

Demonstration Event - Illustrating the life of the Continental soldier, uniforms, equipment, food, musket firing drill, formation marching, etc.

Purpose - For education of the public, "recruiting" for the unit, bringing attention to a site, person, or event of historical significance. Gives the public a chance to meet and see what reenactment units do, how they dress, eat, camp, maneuver, receive medical treatment, play music, etc.

Parade Formation - The unit, or elements thereof, parade in full dress uniforms with flags and music (when applicable), fire volleys, post guards when/if needed and talk to the public about the event, their unit, the war, etc.

Purpose - Commemorating a historical event, taking part in the parade, drawing attention to the historical significance of the site and/or person. Parade formation can also be used to honor those fallen in service to the nation as a remembrance.

Tomb/Cemetery Guard - Elements of the unit post guard on the tomb/grave site of a famous individual, soldier, or person from the Revolution. The event can include the changing of the guard, firing of volleys, performing "mourn arms", the drill for fallen comrades, and/or music.

Purpose - This ceremony is usually performed as a remembrance to commemorate the anniversary of the death or service of a person(s) who served during the Revolution.

Opposing Forces (Battle) Reenactment - Several units from both the American and Crown (British and Allied) forces come together to engage in mock combat. There are usually only two large scale battle reenactments performed every year and they are normally well attended by most reenactment units.

Purpose - Regardless of size, this event always has a two-fold purpose, to allow the reenactors the chance to "burn powder" in a battle, and to demonstrate to the public what a battle or skirmish would have looked like during the Revolutionary War.

These are just some of the more common types of events reenactment units regularly perform. The variety of events, and the reasons for having them, are being added to and changed all the time. As we are well into the third year of the celebrations and events commemorating the 225th anniversary of the Revolutionary War, the time for organizing and co-sponsoring events is now! We will never have a better opportunity to generate public interest in this great, important, and often neglected period of American history than at this moment.

The Committee hopes that the above suggestions and recommendations will be of use to both the SAR and the reenactment community in developing a firm, mutually supporting friendship that will help both organizations in further promoting the interest and education of the American public in our great Revolutionary War.

### After-Event Reports

Enclosed in each of the pamphlets are two copies of an SARRC After-Event Report. If any other copies of the report forms are necessary they can easily be photocopied. It is very strongly requested that the reenactors and their SAR counterparts take a few minutes to fill out these reports and return them to the Committee. The purpose of these reports is two-fold. First, they help the Committee determine how the joint participation programs are progressing, giving useful information as to any new ideas for future cooperative events and aids the Committee in working out any possible "bugs" that may arise. Second, they are a useful record to show both reenactment units and SAR Societies and Chapters the possibilities for joint events, as well as helping to lay the foundation for a possible future SAR awards system to thank the reenactors who participate in such events.

The reports have been structured to make them easy to complete in a minimum of time by simply filling in the blanks. The Committee also requests that when the reports are mailed to us that they include any newspaper stories and photographs and at least a mention of any television or radio coverage of the reported event. This will be extremely useful in creating an ongoing file of the success and public attention paid to such events. The Committee plans to eventually put these report forms on line so that instead of having to photocopy additional forms they can be down loaded for those wishing to do so.

### The Sons of the American Revolution Reenactors Committee Points of Contact

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**JOINT AFTER-EVENT REPORT**  
**For the SONS OF THE AMERICAN REVOLUTION REENACTMENT COMMITTEE**  
**(SARRC)**

*(To be Completed by the Representatives of both SAR and Reenactment Units Sponsoring the Event)*

*Name/Location of Event* \_\_\_\_\_

*Type of Event* \_\_\_\_\_

*SAR Society/Chapter(s) Host* \_\_\_\_\_

*Name(s) of SAR Co-Host(s)* \_\_\_\_\_

*Reenactment Unit(s) Host* \_\_\_\_\_

*Name(s) of Reenactment Co-Host(s)* \_\_\_\_\_

*Number of SAR Members Involved* \_\_\_\_\_

*Number of Reenactors Involved* \_\_\_\_\_

*Number of Public Attending Event (estimated)* \_\_\_\_\_

*Brief Description of Event* \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*Was the Event Considered Successful? (y/n)* \_\_\_\_\_ *Why or Why Not?* \_\_\_\_\_

\_\_\_\_\_

*Suggestions/Recommendations to Improve Similar Future Events* \_\_\_\_\_

\_\_\_\_\_

*Name/Type of any Media Coverage (Include Clippings, etc.)* \_\_\_\_\_

*Please feel free to use the back of the form to continue any answers or to make any other suggestions, recommendations or comments concerning the described event. Please Mail the completed report form and any additional information to:*

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