



**Application Checklist:**

- ☐ I represent a non-profit group with a 501(c)3 designation, an academic institution, or a government entity

Please share what group you are affiliated with:

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- ☐ I have included a current letter of support from my associated non-profit group with a 501(c)3 designation, an academic institution, or a government entity specific to this project.
  - ☐ I have included a letter from the landowner granting permission for the marker to be installed.
  - ☐ I have included photocopies/scans of the primary and secondary sources used to put together my application
  - ☐ I have included a bibliography listing the primary and secondary sources used.
  - ☐ I have completed and attached my historical application.
  - ☐ I represent a Hometown Strong County (County: \_\_\_\_\_)  
(not required, the program has a goal of placing 10 in these counties)
  - ☐ I want to mark a:
    - ☐ Protest, rally, or sit-in site
    - ☐ Birthplace, childhood home, or primary residence of a civil rights icon
    - ☐ Church or space where people organized
    - ☐ Space or place where a civil rights icon visited, stayed, or spoke
    - ☐ Educational institution
    - ☐ Legal site or courthouse(Check all that apply)

*If application materials are missing, the Advisory Committee will not review your application. If you are having difficulties assembling the materials, please email our NCCRT Coordinator ([nccivilrights@ncdcr.gov](mailto:nccivilrights@ncdcr.gov)). They will do their best to assist.*

*This project is made possible by funding from the William G. Pomeroy Foundation.*



### **Application Guidelines:**

- Applications must be complete, clear, and organized
- All facts and statements must be documented with primary sources that were written at the time of the event and secondary sources that put the subject in context. (Primary sources include letters, deeds, newspaper articles, or meeting minutes that might substantiate the historical information in the application.)
- The applicant must locate secondary sources about the marker subject. (Secondary sources include published scholarly articles or books.)
- Applications must be typed rather than handwritten.
- Photocopies/scans must include citations: the title, author, and date of publication.
- Photocopies/scans of all documentation, primary and secondary, must be submitted with the application.
- If you are mailing your application, for scanning purposes, please use paperclips rather than staples.
- Electronic applications and documentation (submitted via Google Drive or Dropbox Link) are welcome and appreciated.
- Questions? Email us at [nccivilrightstrail@ncdcr.gov](mailto:nccivilrightstrail@ncdcr.gov).

**Deadline: Friday, June 14<sup>th</sup>, 2024 by 11:59pm**

### **Examples of Strong Marker Applications:**

[Greensboro Polio Hospital](#)

[State v. Will](#)

### **Next Steps:**

After your application is submitted, it will be reviewed by the NC Civil Rights Trail Advisory Committee. You will be notified of your application status (marker approved, or application denied) by July 2024.

If you do not receive a marker this cycle, you may re-apply one time.

If you are awarded a marker, our team will work with you to finalize the text for your marker and arrange for its delivery to you. You will be responsible for arranging marker placement with landowners (and municipal officials, if applicable). We are happy to offer guidance around organizing marker dedication ceremonies. Finally, your site will be added to the NC Civil Rights Trail Digital Map.

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## Application 2024 Cycle



A maximum of 20 markers will be awarded this round.

### **Application**

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- A. Subject of proposed marker** (Who or what place do you wish to commemorate?):
  
  
  
  
  
  
  
  
  
  
- B. Site to be marked** (What contemporary space do you aim to mark to recognize the marker subject?):
  
  
  
  
  
  
  
  
  
  
- C. Proposed location of marker** (Where will the marker be placed? Be specific. Please provide street address or closest intersection. Note whether the site lies within the corporate limits of a city or town. An attached map of the location specified with an 'X' would be useful.):



**D. Historical essay** (Tell us more! Use this space to help us understand the marker subject and the context. This is also the place to establish statewide and/or regional significance.):



**E. Bibliography:** (Primary and secondary sources.)



**F. Proposed marker text** (*Optional*; Each marker's title line will allow 15 characters. The five body lines can have 27 characters each, including spaces and punctuation.):

**G. SUBMITTED BY:**

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(name)	(email address)	
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(address)		
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(city)	(state)	(zip code)
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(daytime phone number)	Date:	<hr/>

**Return address:**

**NC Civil Rights Trail Marker Program  
NC African American Heritage Commission  
4632 Mail Service Center  
Raleigh, NC 27699-4632**

**To email application, please submit to: [nccivilrightstrail@ncdcr.gov](mailto:nccivilrightstrail@ncdcr.gov)**

*If submitting application by email, we kindly request that application materials are submitted via Google Drive or Dropbox link, and not as attachments.*

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