

**COURT ORDER  
2016-0837**



Evaluation Policies for Under-Told Historical Marker Funding Program

On a motion made by Commissioner Dr. Elba Garcia, District 4, and seconded by Commissioner John Wiley Price, District 3, the following order was passed and adopted by the Commissioners Court of Dallas County, State of Texas:

BRIEFING DATE: 7/5/2016

Be it resolved and ordered that the Dallas County Commissioners Court hereby approves and adopts the attached policies for Dallas County's under-told marker funding program and that these policies be used to evaluate funding applications submitted under this program.

Done in open court July 5, 2016, by the following vote:

IN FAVOR: Honorable Clay Lewis Jenkins, County Judge  
Commissioner Dr. Theresa M. Daniel, District 1  
Commissioner Mike Cantrell, District 2  
Commissioner John Wiley Price, District 3  
Commissioner Dr. Elba Garcia, District 4

OPPOSED: None

ABSTAINED: None

ABSENT: None

Recommended by: Rick Loessberg  
Originating Department: Planning and Development

**Policies for Evaluating Applications for  
Dallas County Historical Commission Under-Told Historical Marker Funding**

1. Applications will be evaluated by a separate three-member funding committee appointed by the Historical Commission chair with one of the committee members also being a member of the Commission's marker committee. The funding committee shall provide the full Commission with a written report of its recommendations with the Commission having the authority to accept, reject, or modify any or all of the committee's recommendations.
2. In order to ensure consistency and objectivity in the process, all applications will be evaluated by the funding committee using a 100-point scoring system with the following criteria:
  - Historical significance of subject/topic **(0-40 points)**
  - Degree topic/subject represents an under-told element of County history **(0-40 points)**
  - Proposed location/visibility of marker **(0-10 points)**
  - Ability of applicant to provide other needed funding **(0-10 points)**

**100 points**
3. In the event that a Commission member has been involved with the direct development of a submitted application, that member must recuse himself from all discussion and voting on that application. Activities requiring members to recuse themselves from such consideration shall include, but are not limited to, suggesting the subject of a submitted application to the applicant, helping write or reviewing a draft of a submitted application, financially contributing or offering to financially contribute to the applicant's share of the cost of the marker for a submitted application, or serving as an officer for an organization that submitted an application. Questions pertaining as to whether a member should recuse himself shall be directed to the Commission's chair and to the County's Director of Planning & Development.
4. Submitted applications shall be considered as the official application. The evaluation of an application shall generally be based on the information contained within the application. However, the committee may ask for additional information from the applicant if it is needed. Similarly, outside or personal knowledge/information that a committee member possesses may be utilized, but only if it is shared with all other members and if it is noted in the committee's written report.
5. Revisions to these policies may only be done with the formal approval of the Commissioners Court.