The Ohio Historical Marker Program has proven itself to be a popular way for local communities to tell the important stories of the people, places, or events that shaped their history. In order to balance the ever-increasing demand for markers with the staffing capacity of Ohio History Connection, we have developed this rubric to help our reviewers determine which applications will be accepted into the marker program. A high-scoring application means our staff can expeditiously process more markers in an annual cycle, thus enabling more Ohioans to be the recipients of markers.

PLEASE NOTE that our scoring closely follows the application checklist of items needed to consider an an application complete. Applications missing one or more items will be returned.

OTHER CONSIDERATIONS
Dedication date/special event
Mitigation Marker* (above #)
Region under-represented
Other (please note):

APPLICATION CRITERIA MET AND COMPLETE?	
5=highest score 1=lowest score 0=incomplete/not supplied	SCORE
Creditable sources used to verify statements in suggested marker text? (qualitative)	5
Sources linked to suggested text in marker application? (technical)	5
Suggested marker text well-written? (qualitative)	5
Bibliography of sources included? (technical)	5
Statement of Significance clear? (qualitative)	5
CRITERIA SCORE:	25

OHC CORE VALUES
Authenticity
Inclusivity
Relevance
Stewardship
Working Together

25	TOTAL RUBRIC SCORE

25 = Highest possible APPLICATION

Creditable sources used to verify statements in suggested marker text? (qualitative)
•"Sources" defined as written materials that are accessible to researchers in repositories open to the public during regular hours of operation or by appointment.
•"Creditable sources" defined as sources that suggest conclusions that researchers can generally agree upon or "common sense" conclusions.
• *See extended description of sources below.*

Sources linked to suggested text in marker application? (technical)
•"Linked" means use of footnote/endnotes to link statement in suggested marker text to its source.
•Marker program is NOT persnickety about format - just that there is a link from the text to the source supporting the statement.

Suggested marker text well-written? (qualitative)
•Marker texts are well-constructed paragraphs. Does a topic sentence tell the reader why the topic is significant? Does a middle sentence support the topic
      sentence? Is there a concluding sentence to bring the story to a close?
•Marker texts are intended to be engaging, educational, and entertaining. They are written for a non-specialist reader who "is not from around here."
•Marker texts must accurately portray the details and nuances of a subject but remain readable and engaging.
•When individuals are mentioned, their birth and death dates are given (in parenthesis).
•*The Chicago Manual of Style* is the style guide of the marker program and shall prevail over house branding should incongruities arise.
•If a building is listed on the National Register of Historical Places, the text shall indicate this, and the year the building was listed.

Bibliography of sources included? (technical)
•Each bibliographic entry will include information necessary to find it in a repository: name of author, title place and date of publication, page numbers cited.
•If the source will be hard for the reviewer to find, is a copy or scan provided with the application?
•The bibliography includes only those items used to write the suggested marker text and the statement of significance.

Statement of Significance clear? (qualitative)
•The statement shall explicitly or implicitly finish this sentence: *"This subject merits recognition on an Ohio Historical Marker because…."*
•The statement should go on to explain why the subject is significant to Ohio history and document its importance on a local, state, and national level.

OTHER CONSIDERATIONS & CORE VALUES
•Dedication dates or special anniversaries help inform our work schedule through each marker cycle. If a key date is the reason for a marker, we need to know right away.
•Marker applications that are part of mitigation through the State Historic Preservation Office do not count in the overall limit of applications accepted. Instead, there is
  an additional mitigation fee to ensure staffing costs are covered and the mitigation requirement is met.
•The core values of the Ohio History Connection enable the marker program to tell all of the stories that make Ohio what it is today and will be tomorrow.

Sources the marker program considers generally more reliable:
  1. Primary sources from the time of the person, place, thing, or event to be marked;
  2. Peer-reviewed secondary sources;
  3. Nominations to the National Register of Historic Places (available from State Historic Preservation Office);
  4. Secondary sources that offer conclusions formed by the use of primary sources. Evidence of such use is found in the footnotes and bibliography of that source.
  5. Publically accessible oral historical information, or oral historical information cited by other creditable sources.
Sources requiring verification with reference to additional sources:
  1. Secondary sources that offer conclusions but do not reveal the use of primary sources.
  2. Present-day newspaper accounts of historical events.
  3. Wikipedia can provide a serviceable overview of subjects, but should not be the sole source of information. Be sure to find the references cited at the end of the entry.
  4. Hearsay or local lore.