

## Jefferson Davis Historical Gold Medal Instruction Sheet for Application Form

Refer to General Bylaws Article XIX, Section 3, subsection c, UDC Handbook page 8-9, and UDC Ritual page 24 for additional information. Submit in duplicate with original signatures on each application form. **One copy must be on official UDC white acid free paper.** Effort should be made for the medal to be a surprise. The Historian General may require additional documentation or proof. The UDC Ritual contains the ceremony of bestowal for the medal and may be adapted if only a certificate is presented.

**Recipient.** The recipient's name will be typed on the certificate exactly as it is entered here. The recipient is considered a proposed recipient until the award is approved by the Historian General. Do not advise the recipient of this application in case it is not approved. After approval, if necessary in order to ensure attendance at the presentation ceremony, the recipient may be notified. Chapters and Divisions are strongly encouraged, however, to see that the bestowal ceremony is a surprise.

**Address.** Needed for verification purposes.

**Chapter/Division name/number.** For Chapter award, list Chapter name/number and Division name. For Division award, list Division name only.

**Proposed bestowal date.** This date should be a minimum of 6 weeks from the date the application is mailed by the Division Historian to the Historian General.

**NonUDC or UDC member.** Needed for informational purposes. UDC membership and Confederate lineage are not required. Chapters and Divisions are encouraged to seek out all worthy recipients.

**1<sup>st</sup>-time or repeat recipient.** Only 1<sup>st</sup>-time recipients are eligible for the medal (which is presented with a certificate). If a previous recipient is eligible for an additional award, complete the same application form to apply for the Jefferson Davis Historical Certificate.

**Categories.** List/explain/describe the specific reason(s) that qualify the proposed recipient for this historical award. All work must be of Confederate period. It is not necessary to have qualifications in more than one category. Use the reverse of the application form if more space is needed – do not use a separate sheet. Enclose documentation/proof for all reasons listed. If possible, indicate on application where any research or written work has been deposited. The qualifying activity may be in one or more of the categories below, but, with the exception of the publication of a full-length book or a significant activity under "Other," there should be multiple examples cited. Examples for each category and suggested proofs are listed below.

**Historical work/research:** Compiling biographies of Confederate settlers in a certain locale and depositing this work in the local historical society, creating and publishing a database of Confederates buried in a certain locale, transcribing letters from Confederate soldiers and depositing this work in the local library. Enclosed proofs may include copy of title page and appropriate pages of each work, letter from historical society or library on official stationery.

**Writing:** Writing articles for the *UDC Magazine*; winning first prize in a UDC essay contest; publishing in genealogical society quarterlies about Confederate research; publishing the history of the 12<sup>th</sup> Regiment, Tennessee Infantry, CSA; or writing books on the Confederate period. Enclosed proofs may include copies of articles, poems, or essays; copy of proof of winning essay contests; copy of title page and other appropriate pages of book(s) written.

**Declamation:** Giving first-person presentations as Phoebe Yates Pember for history groups, portraying Mary Custis Lee at "living history" reenactments over a 2-year period, or giving recitations of Confederate poetry to various groups on a regular basis. Enclosed proofs may include letters (on official stationery if applicable) from official of groups where presentations were given, copies of printed programs, or newspaper articles.

**Other points of special attainment:** Coordinating efforts to fundraise for cleaning a Confederate statue and saving it from being moved by the county from its current historic location; arranging all aspects of the reburial of unearthened Confederate remains from a church yard under renovation/reconstruction. Enclosed proofs may include newspaper articles, photographs, letters from appropriate persons involved with the projects, printed programs of ceremonies for rededication of statue or Confederate burial. Educational work/research may include presenting a Confederate cooking demonstration to various groups over a significant period of time, lecturing on the life of Confederate women to student groups, preparing library displays on Confederate women, or giving speeches on Confederate women to history groups. Enclosed proofs may include letters (on official stationery if applicable) from official of groups or schools where presentations were given, copies of printed programs, newspaper articles, and/or photographs of displays/exhibits/presentations.

**Signatures.** All signatures must be original and in black or blue ink. Signatures must be complete at each level prior to sending the application form to the next level.

**Check.** Ensure that the check is made out to *Treasurer General UDC* and is for correct amount for medal (which is presented with a certificate) or for certificate only. The current price may be obtained from *Annual General Minutes* or the Business Office.

**Ship to.** For Chapter award, medal/certificate may be sent to Chapter Historian or Chapter President. For Division award, medal/certificate should be sent to Division Historian.

**Mail form.** Send two application forms (original and photocopy with original signatures acceptable) to next level (Chapter Historian sends to Division Historian, Division Historian sends to Historian General) with one set of proofs and check. Prior to mailing, retain a copy of all documents in case of loss in mail.