



LAWRENCEVILLE

GWINNETT • METRO ATLANTA

HERITAGE TRAIL MEDALLION – NOMINATION PROCESS

Recipients of a Heritage Trail Medallion will have their full name, date of birth and death (if applicable) and a brief description highlighting one or more of the honoree's accomplishments.

Requirements:

- Must be or have been a Gwinnett County resident and must have made a significant contribution to the City of Lawrenceville.
- Must have made extraordinary contributions to the development or wellbeing of Lawrenceville and/or its residents.
- Must not currently have a remembrance or memorial (such as a building or park) dedicated to the candidate in Gwinnett County. Exceptions will be made at the discretion of the DDA.

The steps to the selection process are as follows:

1. The Downtown Development Authority (DDA) will accept applications from May 1st thru June 30th. Candidates may be submitted by Lawrenceville citizens or any organization operating within Lawrenceville city limits.
2. The DDA Board will review all submitted applications. Potential Candidates must be approved by a vote of more than 50% of the DDA Board.
3. The DDA Board will submit the final candidates to the Mayor and Council for approval.
4. The City Council will vote on two Heritage Trail Medallion Honorees each year.
5. Once chosen, the locations of the medallions will be chosen by the Mayor and Council.

Nomination Process:

1. Nominations must be typed or written in legible handwriting.
2. Submitted nomination must contain a brief summary (not to exceed 375 words) explaining why you believe the candidate should be an honoree.
3. Nomination must be received by the specified deadline.