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## Special Use Permits for Activities at Brown v. Board of Education National Historic Site

### Guidelines for Special Park Uses

Brown v. Board of Education receives requests from individuals and groups seeking to use the park for various private uses. It is the policy of the National Park Service (NPS) to allow special uses that are not in conflict with law or policy; will not result in ***derogation of the values and purposes*** for which the park was established; do not present a threat to public safety or property and do not unduly interfere with normal park operations, resource protection, or visitor use.

Brown v. Board of Education has the authority and responsibility to evaluate applicant requests, permit, manage, and/or deny all special uses within the park. Therefore, before any permit will be granted, consideration will be given to potential park resource impacts, as well as impacts to visitor use, access to park sites, or park administration. There are cost recovery fees associated with the administration and management of special use permits for costs incurred by the park.

Certain types of activities require a special use permit. These include many types of organized gatherings, distribution of printed material and other public expressions of opinion, and other activities that are controlled or prohibited. See the information below.

A special park use is defined as an activity that takes place in a park area and that:

- provides a benefit to an individual, group or organization rather than the public at large;
- requires written authorization and some degree of management control from the National Park Service in order to protect park resources and the public interest;
- is not prohibited by law or regulation;
- is not initiated, sponsored, or conducted by the National Park Service (NPS); and is not managed under a concession contract, a recreation activity for which the NPS charges a fee, or a lease;
- is a short term activity

The National Park Service may permit a special park use if the proposed activity will not:

- cause injury, damage or impairments to park resources;
- be contrary to the park's purpose for which the park was established and the mission of the NPS;
- unreasonably impair the atmosphere of peace and tranquility maintained in wilderness, natural, historic, or commemorative locations within the park; or



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interfere with visitor use, access, and programs

- interfere with park management or administration;
- interfere with concession operations or other public facilities;
- present a clear and present danger to public health and safety

### **Requesting a Special Use Permit For a Special Event**

Requests for special use permits for events should be made by submitting an application no more than six (6) months in advance and at least 15 days prior to the date of the planned event. There is a **\$25.00 non-refundable fee** for processing your application for a special use permit. Please return the application form to request a permit as soon as possible. All questions should be answered as accurately and completely as possible. This will assist the park in determining the appropriateness of the planned activities and help to estimate NPS costs that may be incurred in managing, facilitating, or supporting the use. Submission of the application form and fee payment does not imply permission for any special use or event.

Fill out and return permit application. Applications must be received at least 15 days in advance in order to be considered.

Upon approval of a permit:

- Your permit will be created and returned for your signature.
- Read all conditions, guidelines and restrictions.
- When received with your signature, your permit will be approved and returned to you.

For more information contact the Permit Coordinator at 785-354-1489 x 228 or e-mail us using the link provided on the "Permits and Reservations" page of our website.

### **Application and Cost Recovery Charges**

The following are examples of charges you may incur as a part of the permitting process.

- **Application fee, nonrefundable: \$25**
- Facility use fees: \$50 - \$300 depending on complexity of event and if the event is outside our normal business hours (4 hour maximum).

Please make check or money order payable to the "National Park Service ". Note that this is only an *application* form. A permit form will be sent to you as soon as we approve your proposed activity. No Special Use Permit is valid until signed by the Superintendent or other authorized federal official. Please be advised that additional fees may be assessed, depending upon the nature of the activity.

Permits cannot be processed until we receive your original application and any required payments.





**National Park Service**  
**U.S. Department of the Interior**

**Brown v. Board of  
Education  
National Historic Site**

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**Date Restrictions**

No new permits will be issued for the date of May 17th (Brown v. Board court case anniversary)

No new permits will be issued between September 10th - September 30th

- Though no new permits will be issued or reviewed between September 10th through September 30th events can be conducted during those times.