

**Award Number:** P14AC00500

**Project Number**: MNA-65

**CFDA #:** 15.945

**Park/NPS Unit: Walnut Canyon National Monument**

**Title of Project: Walnut Canyon North Archeological Survey and Data Collection**

**Administered through the:**  Colorado Plateau Cooperative Ecosystem Studies Unit Cooperative Agreement Number H1200-09-0005

**CESU Partner: Museum of Northern Arizona**

**PROJECT CONTACTS:**

**Principal Investigator:** Kimberly Spurr, Supervisory Archaeologist/Bioarchaeologist, Museum of Northern Arizona, 3103 North Fort Valley Road, Flagstaff, Arizona 86001, (928)774-5211x260, fax: (928)779-1527, kspurr@mna.mus.az.us

**Partner Administrative Contact*:***Lynn Yeager, MNA Financial Controller, 3101 North Fort Valley Road., Flagstaff, Arizona 86001, (928) 774-5211x 253, Fax: (928) 779-1527, lyeager@mna.mus.az.us

**NPS Certified ATR:** Joshua Kleinman, Planning and Compliance Program Manager, Flagstaff Area National Monuments, 6400 North Highway 89, Flagstaff, Arizona 86004, (928)526-1157x270, Fax: (928)526-4259, joshua\_kleinman@nps.gov

**FUNDING INFORMATION:**

**Amount Funded: $15,000.00**

**NPS Account Numbers (amounts in parentheses):** PPIMFLAGR2  PPMRSCR1Z.CS0000 ($15,000.00)

**Fund Source (e.g., ONPS, FLREA, CRPP, CESU, etc.):** ONPS

NPS Funding

Is this funded using a reimbursable account number? If yes, IMR contracting needs a copy of the Interagency Agreement.

**PROJECT DATES:**

**Tentative Start Date:** May 1, 2014

***NOTE: This Task Agreement will become effective on the date of final signature or the effective date of the Award document, whichever is later.***

**End Date:** July 31, 2014

**NPS Administrative Contacts**

**CESU Coordinator:** Judy Bischoff, National Park Service/CPCESU, NAU P.O. Box 5765, Flagstaff, AZ 86011, 928-523-6638, Fax: 928-523-2014; judy\_bischoff@nps.gov

**Intermountain Region Administrative Contact:** Kelly Adams, Grants and Agreements Specialist, National Park Service, 12795 West Alameda Pkwy, Lakewood, CO 80228. Phone: 303-969-2303 Fax: 303-969-2992 Email: Kelly\_adams@nps.gov

**FEDERAL FINANCIAL REPORTS AND DRAWDOWN SCHEDULE:**

***Federal Financial Reports*** (Check as required for project based on spending plan, period of performance, risk, cooperator history, etc.)

{X} Quarterly { } Semi-annually { } Annually {X} Final

**Project SCHEDULE AND TECHNICAL REPORT DEADLINES:**

List all technical reports and products in sequential order as required in the scope (more lines and milestones can be added as needed):

*Tentative Project Start Date* – May 1, 2014

*Draft Final Report* – July 1, 2014

*Final Report* – July 31, 2014

*Project End Date* – July 31, 2014

*Final SF425 FFR* – July 31, 2014

**PAYMENTS**

**2 CFR PART 215.22*:*** Cash advance (drawdown) to recipient organization shall be limited to the minimum amounts needed and be timed to be in accordance with the actual immediate cash requirements of the recipient organization in carrying out the purpose of the approved program or project. The timing and amount of cash advances shall be as close as is administratively feasible to the actual disbursements by the recipient organization for direct program or project costs and the proportionate share of any allowable indirect costs.

**2 CFR PART 215.25 (8)(e)(1):** Incur pre-award costs 90 calendar days prior to award or more than 90 calendar days with the prior approval of the Federal awarding agency. All pre-award costs are incurred at the recipient’s risk. (i.e. the Federal awarding agency is under no obligation to reimburse such costs if for any reason the recipient does not receive an award or if the award is less than anticipated and inadequate to cover such costs.)

**CESU REQUIRED PRODUCTS (may be different from those products required by the ATR – See Statement of Work for Products required by the NPS unit):**

The Principal Investigator will prepare a brief report abstract suitable for public distribution and two hard copies and an electronic version (in PDF file format) of the final report and mail all toJudy Bischoff, National Park Service, CPCESU, NAU P.O. Box 5765, Flagstaff, AZ 86011. Please be sure to include the project number (e.g.; NAU-###, UMT-###, UAZDS-###) and the P number on the cover page of the final report.

**PROJECT ABSTRACT:**

The Museum of Northern Arizona (MNA) will complete an archeological survey, collect GIS spatial data, and provide a concise condition assessment of archeological sites located in the Walnut North Fire Management Unit at Walnut Canyon National Monument (271 acres). MNA and the NPS will use this project as an opportunity to further their collective mission of documenting, preserving, and interpreting cultural resources on the Colorado Plateau for the enjoyment and education of the public, as well as protect the public from catastrophic fires that could occur within the monument. This project would provide additional insights into the prehistory of Walnut Canyon that will be used for interpretive displays, presentations, and public documents. The project will also provide professional development opportunities for staff and students through interaction with professional archeologists and fire managers at both institutions.

**Scope of Work:**

This proposal serves to establish specific responsibilities pursuant to Cooperative Agreement No. H1200-09-0005. Under the conditions of this agreement, the National Park Service (NPS) will collaborate with Museum of Northern Arizona (MNA) staff to assist in an archeological survey, provide GIS mapping support, assess archeological site conditions, and photograph sites (when needed) located within the Walnut North Fire Management Unit at Walnut Canyon National Monument (WACA). This work is consistent with the objectives of the Colorado Plateau Cooperative Ecosystem Studies Unit (CPCESU) in that it provides opportunities for archeological research at WACA through Section 106 and 110 responsibilities under the National Historic Preservation Act (NHPA) and engages WACA archeological staff in a collaborative project with MNA staff that will result in a better historical understanding of Native American habitation and early monument development. New or additional data resulting from this project will be used for public presentations, displays, and/or interpretive materials. This project would also protect the greater Flagstaff area from catastrophic fires that could occur because of current woody fuel loads within the monument.

Background

Walnut North has little monument infrastructure, but is in area with a higher density of archeological sites. The historic Ranger Cabin, listed on the National Register of Historic Places (NRHP), is located within the project area as well as approximately 53 known prehistoric properties. These 53 prehistoric sites were identified originally in 1985, when NPS completed an extensive archaeological survey of about 83 percent of the monument (Baldwin and Bremer 1986). The 1985 survey resulted in the recording of 241 archaeological sites, most only documented at a basic or “survey” level of recording. Protection of these resources preserves their ability to provide information about those who lived within the monument in both prehistoric and historic times. To ensure the public can enjoy these resources for future generations, the NPS must understand and re-identify these properties prior to fuel thinning operations.

Currently WACA staff are working on an interpretive program at the WACA Ranger Cabin that will specifically depict the prehistory and history of the immediate area surrounding Ranger Cabin. Information from this survey will fill in several gaps regarding the settlement patterns, activities, timeframes and basic lay of the landscape prehistorically. This information will transition nicely into human habitation that is known historically for this area. The Walnut North Fire Management Unit is located in the north-central portion of the monument and is characterized as a level plateau terrace adjacent to Walnut Canyon. The area is currently dominated by relatively open mixed ponderosa-pinyon-juniper stands with mixed age trees, including trees in the 24+ inch diameter range. Since the 2000-2004 drought, there are numerous dead and down trees and there is needle-cast and duff beneath standing trees. To address high fuel loads, thinning operation will be completed within the project area and woody debris will be piled to burn. Reducing fuel loads decreases the risk of catastrophic fires and adds fire protection to the local community and the greater Flagstaff area.

**Task 1: Re-identify and Update Site Information for Known Sites**

MNA will re-identify all known sites within the project area and complete condition assessment forms and monitoring forms provided by NPS. This will involve: (a) recording relevant field observations of site condition ; (b) taking digital photographs of the site if conditions have changed since last monitored, or if no site photos exist; and (c) locating and performing in-field analysis of any diagnostic artifact that could help refine the temporal significance of the sites, as time and budget allow.

**Task 2: Complete New Survey of Walnut North**

MNA will complete a walking survey within the 271 acres to identify additional historic properties or isolated occurrences of artifacts (IO) not previously recorded. At a minimum, MNA will write a basic description for each site and IO, GPS their locations, create site polygons when applicable, and take overview photographs. As time allows, MNA will complete site forms (provided by NPS).

**Task 3: Complete Final Products**

MNA will complete a draft report by July 1, 2014 that: (a) provides a concise literature review and information about the human history within the project area; (b) describes all field methods and artifact analyses; (c) identifies the overall conditions of the sites; and (d) summarizes the overall temporal, spatial, and cultural themes for this area. The final report and all original field notes, condition assessments, site forms, maps, photos, and other documentation generated during field work will be sent to the ATR no later than July 31, 2014.

Substantial Involvement

Overall, project oversight will be through NPS program management. NPS archaeologists will coordinate field logistics for MNA personnel and will participate in field work. All existing site information, including GIS information, will be compiled by NPS and provided to MNA prior to field work. Existing GIS information will be loaded onto one (1) Trimble GPS unit provided by the NPS. NPS will provide a lesson on the operation of the GPS and how geodatabases work in relation to cultural resource management. NPS will provide information on any NPS standard protocols which may include site documentation, monitoring, database entry, GIS, and photographic archiving. NPS will perform data entry and archiving of all materials produced at the conclusion of the project into monument databases and archives.

Public Purpose

MNA and the NPS will use this project as an opportunity to further their collective mission of documenting, preserving, and interpreting cultural resources on the Colorado Plateau for future researchers and the enjoyment and education of the public. More specifically, the information obtained will be used for a new interpretive location at the Ranger Cabin. The Ranger Cabin is located within the 271 acres, and is one of the oldest standing log cabins in northern Arizona. Recently, the Superintendent of WACA approved funds to rehabilitate the cabin to open it up for public visitation. The vision is to create an interpretive program and interpretive waysides that will illustrate the use of the area beginning in prehistoric times to present day.

Additionally, drought continues to plague the southwest. This year Forest Service specialists predict this will be one of the six driest years in the history of Flagstaff. In 2002, the most recent drought year, hundreds of trees were affected by the juniper bark beetle. As a result, WACA have several dead and down trees. With drought conditions as they are, WACA is extremely vulnerable to catastrophic fires. The occurrence of fire in this location could directly impact the local community due to the potential loss of the Ranger Cabin, the visitor center, and our ability to interpret the cultural resources for which Walnut Canyon National Monument was established.

**COOPERATIVE AGREEMENTS OR TASK AGREEMENTS INVOLVING COOPERATORS WORKING ON SITE**

**Background**

In cooperative agreements or task agreements with universities where the university utilizes interns, student employees, research associates (RAs) or cooperators on-site (hereafter called “cooperator personnel”), these cooperator personnel sometimes work on government sites in proximity to federal employees. It is illegal (without specific statutory authority) for federal employees to directly supervise the cooperator personnel or any university employees or for the students or other university employees to supervise federal employees. When cooperator personnel are working on an NPS site, it is important that there is a clear distinction between students and federal employees.

**Office Environment and Vehicles**

* The office space of the cooperator personnel and NPS personnel should be clearly labeled (Name and NPS or University affiliation on office or cubicle space).
* Cooperator personnel should be listed separately from NPS personnel in telephone lists, other identification or organizational rosters, and publication credits.
* Cooperator personnel should not receive “all-employee” e-mail or other communications intended for NPS personnel (unless it relates directly to the work the cooperator is doing for the NPS). When the e-mail does relate to the work being done, a copy of the same e-mail message should be sent to the University or cooperator’s supervisor.
* Cooperator personnel may use NPS e-mail systems when the communication relates directly to the work the cooperator is doing for the NPS. The e-mail addresses of the cooperator personnel must include a label associated with their NPS e-mail address that identifies the cooperator’s status (i.e., “Linda Webb, Cooperator” would be the label associated with the e-mail address, linda\_webb@contractor.nps.gov). Doing so clearly identifies this individual each time they send an e-mail message using the NPS system, and it identifies their status as a research associate, student intern or student employee in the e-mail directory.
* Unless stipulated in the agreement, cooperator personnel should not drive government vehicles.
* Unless stipulated in the agreement, cooperator personnel should not ride as a passenger in a government vehicle. When this is planned as part of the agreement, an appropriate amount of liability insurance should be negotiated.
* Prior written approval by the Park Superintendent or Center Manager must be obtained in order for a task to allow cooperator personnel to drive or ride in government vehicles.

**Supervision and Scheduling**

* Each task must specify the university’s/cooperator’s supervisor for the cooperator personnel.
* Unless stipulated in the agreement, NPS staff should not set hours for cooperator personnel, specify where the work should be done, or conduct performance appraisals. National Park Service staff may give performance feedback to the cooperator personnel supervisor.
* Cooperator personnel should report leave, scheduling, and other related issues to the university or cooperator’s supervisor, not to NPS employees. The supervisor of the cooperator personnel should then communicate with the NPS. National Park Service employees cannot directly supervise cooperator personnel on a day-to-day basis. Work should be given to the cooperator personnel (via the cooperator’s supervisor) on a “task basis.” Cooperators should work without NPS supervision to accomplish each task, although technical consultations and cooperation is permissible.
* The Cooperator will be responsible for any disciplinary action needed to correct student employee conduct or performance problems. The NPS agreements technical representative will inform the university/cooperator’s supervisor of any conduct or performance problems.
* The Cooperator will remove student employees from their positions if they fail to improve performance or address conduct issues.
* The NPS will review and provide feedback to students or interns regarding work assignments.
* The NPS will inform the cooperator of conduct or performance problems with cooperator personnel so that the university can counsel employees and correct the performance problems.
* The NPS will recommend to the cooperator dismissal of cooperator personnel based on conduct or performance issues.
* The Cooperator will hire students, interns or RAs to work on NPS tasks identified in the agreement. Hiring will be conducted in consultation with the NPS Agreements Technical Representative (ATR).
* The Cooperator will: pay students, interns or RAs for hours they have worked in support of the agreement.

**Representation and Communication**

* Cooperator personnel cannot in any way represent themselves to the public as NPS employees.
* Cooperator personnel are required to wear visible identification at all times.

**Other Issues**

* Cooperator personnel should not list an NPS affiliation on publications, but rather should list the cooperative agreement under which the work was performed.
* Cooperator personnel should not be invited to official NPS “social” events.
* Cooperator personnel will follow the local policy of the facility when federal facilities are closed due to early release for holidays, snow days, etc.

**PRODUCTS:**

1. MNA will complete a draft report by July 1, 2014 that: (a) provides a concise literature review and information about the human history within the project area; (b) describes all field methods and artifact analyses; (c) identifies the overall conditions of the sites; and (d) summarizes the overall temporal, spatial, and cultural themes for this area. The final report and all original field notes, condition assessments, site forms, maps, photos, and other documentation generated during field work will be sent to the ATR no later than July 31, 2014.
2. Final report with all original field notes, completed condition assessment and site forms, maps, photos, and other documentation generated during field work will be sent to the NPS ATR no later than July 31, 2014.

**BUDGET:***(You may create your budget in a spreadsheet and attach it as a separate document when you submit your project coversheet and Justification for Use of Financial Assistance.)*

**Budget is attached as a separate document.**