



PR Number: 20051821

Award Number: P14AC01217

Project Number: SUU-44

CFDA #: 15.945

Park/NPS Unit: Zion National Park

Title of Project: Zion Land Use Oral Histories

Administered through the: Colorado Plateau Cooperative Ecosystem Studies Unit Cooperative Agreement Number P14AC00921

CESU Partner: Southern Utah University, Communications Department

PROJECT CONTACTS:

Principal Investigator: Jon Smith, Department Chair/Associate Professor of Communication, Southern Utah University, 351 West Center Street, Cedar City, Utah 84720, (435) 586-7973, (435)865-8352, smith_jo@suu.edu

Co-Investigator (if appropriate): Paula Mitchell, Special Collections Librarian/Archivist, Southern Utah University, 351 West University Blvd., Cedar City, Utah 84720, 435-586-7976, Mitchell_p@suu.edu

Partner Administrative Contact: Julia Anderson, Director of Sponsored Research and Grants, Southern Utah University, 351 West Center Street, Cedar City, Utah 84720, (435) 865-8175, juliaanderson@suu.edu

NPS Certified ATR: Fred Armstrong, Chief, Zion Research and Resource Management, Zion National Park, Hwy 9, Springdale, Utah, 94767, (435)772-0188, f(435)-772-3426, fred_armstrong@nps.gov

NPS Technical Expert (if appropriate): Sarah Horton, Cultural Resource Program Manager, Zion National Park Hwy 9, Springdale, UT 84767, 435-772-0214, fax 435-772-3246, sarah_horton@nps.gov

FUNDING INFORMATION:

Amount Funded: \$25,000

NPS Account Numbers (amounts in parentheses): PPIMZIONR6/ PPMRSCR1Z.CA0000

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:

Start Date: July 15, 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: March 31, 2016 (please make end date the last day of the month if possible)

NPS Administrative Contacts

Interim CESU Coordinator (May 18 – September 13, 2014): Todd Chaudhry, National Park Service/CPCESU, NAU P.O. Box 5765, Flagstaff, AZ 86011, 928-523-6638, Fax: 928-523-2014; todd_chaudhry@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:

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

Quarterly Semi-annually Annually Final (required)

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):

Project Start Date – July 15, 2014

Technical progress reports – Quarterly Semi-annually Annually
(Check as needed from PI to monitor progress of specific project. Content should be addressed in the scope.)

Draft Final Report – November 30, 2015 (video, portraits, transcripts, index)

Final Report – December 31, 2015 (video, portraits, transcripts, index; all project deliverables are due)

Project End Date – March 31, 2016 (90 day wrap up period for cooperator and NPS to adjust or make any final changes to the final deliverables)

Final SF425 FFR must be submitted within 90 days of project end date

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 to Todd Chaudhry, National Park Service, CPCEU, 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.

DETAILED SCOPE OF WORK, SCHEDULE, PRODUCTS

PROJECT ABSTRACT:

This project will record video oral histories about the land use within and immediately surrounding Zion National Park with approximately 40 interviews of at least 20+/- people, which will accommodate follow-up interviews as needed. The delivered products will include video footage of each interview, a still portrait of each participant, complete transcripts of each interview in Word format, and a brief report/executive summary of the project. The primary purpose of this project is to interview key individuals who may have first-hand information about land use history in the Zion area. The information may be useful for aspects of future land management and research. The video files and/or transcriptions of these oral histories will become part of the National Park Service museum collection and available to National Park Service staff, other local agencies and the general public for research purposes.

SCOPE OF WORK:

Project Purpose

Zion National Park requests technical and production assistance in producing video recordings of oral histories that document the land use in and around Zion National Park. The primary purpose of this project is to interview key individuals who may have first-hand information about land use history and may provide important insight in to land use issues. The information may be useful for aspects of future land management and research.

Southern Utah University proposes that its video production unit, SUTV, with video producer and communication professor Jon Smith and video producer Lee Byers along with SUU Special Collections Librarian, Paula Mitchell produce a series of video segments, transcriptions and digital still portraits that will be available for future research and documentation purposes.

This project will record video oral histories about the land use within and immediately surrounding Zion National Park with approximately 40 interviews of at least 20+/- people, which will accommodate follow-up interviews as needed. The delivered products will include video footage of each interview, a still portrait of each participant, complete transcripts of each interview in Word format, and a brief report/executive summary of the project with highlights, important facts, and an index of all participants.

Information sought relates to personal experience and anecdotes that do not appear in official documentation and cannot otherwise be obtained. The interviews will address questions such as how were family parcels chosen, allotted, exchanged, etc.; how land practices affected lifestyle, quality of life, difficulties, successes; what kind of modifications to the landscapes occurred, early road/trail construction; and what, if any, interactions with Paiutes occurred and their knowledge of their use of these areas.

Most of the participants will be from the southern Utah and northern Arizona area, but some may require further travel. The video files and/or transcriptions of these oral histories will become part of the National Park Service museum collection and available to National Park Service staff, other local agencies and the general public for research purposes.

Distribution of Responsibilities

Southern Utah University will:

- 1) Appoint Dr. Jon Smith, Chair, Communication Department, as the Principal Investigator (PI).
- 2) Conduct oral history interviews with key individuals, record on video each interview, transcribe each interview, produce portraits of each interviewee, and produce a final summary of the project.
- 3) Participate and collaborate with the NPS key contacts in a 90 day wrap up period following the due date of the final products. The NPS and SUU will use this period to make any final revisions or other modifications to the project products, and to address any other matters related to the project.
- 4) Clearly identify and acknowledge NPS in all published material developed under this funding
- 5) Provide final projects to the NPS and the CPCESU, as described in this document.

The NPS will:

- 1) Provide financial assistance to Southern Utah University as provided above.
- 2) Assign Fred Armstrong, Chief Research and Resource Management, Zion National Park, as the NPS Certified ATR and Sarah Horton, Zion Cultural Resource Management Program as the technical expert. These individuals will participate in the development of the project work plan, assist with logistical needs, provide technical review and support, and collaborate with the PI in making project management decisions throughout the project.
- 3) Facilitate research by providing workspace and access to materials and agency specialists; by assisting with park fieldwork and housing, if necessary and other administrative matters related to the project. Housing is available on limited basis. Between the months of October and April there is a high likelihood for short term housing especially for multiple people such as a class of students.
- 4) Provide a prioritized list of interviewees.
- 5) Conduct research to determine and further refine the specific thematic contexts to investigate during interviews and provide a program for the interviews that includes these thematic contexts and specific questions.
- 6) Participate and collaborate with SUU in a 90-day wrap-up period following the due date of the final report. The NPS and SUU will use this period to make any final revisions or other modifications to the report, and to address any other matters related to the project.
- 7) Clearly identify and acknowledge the PIs in all published materials developed under this funding.

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 close 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:

For each interview the cooperator will provide the following items.

1) Interviews

The cooperator will conduct up to 40 interviews.

2) Video Footage

Each interview will be completely documented with video recordings.

3) Portraits

Cooperator will produce a still portrait of each interviewee.

4) Transcripts

The entirety of each interview will be transcribed in a Word document.

5) Executive Summary

The cooperator will prepare a summary of all interviews conducted that includes, at a minimum, with important informational highlights and details, important facts, and an index of all participants and their personal information.

BUDGET:

Deliverables include up to 40 transcriptions, 40 video interviews, 40 digital portraits, Summary

Video recording of interviews and transcription of interviews of approximately 40 key individuals

Video record and edit 40 interviews (avg 1 hour recorded time)

Videographer Labor 2 hours x \$50.00 x 40 interviews	= 4,000.00
SUU faculty and staff benefits @ 22%	= 880.00
Edit Labor (graphics, audio levels) 1 hr x \$50.00 x 40 interviews	= 2,000.00
SUU faculty and staff benefits @ 22%	= 440.00
Camera Rental – 1 hr x \$50.00/hr x 40 interviews (inc. lights, mic)	= 2,000.00
Editing Equipment – Flat fee \$100 x 40 interviews	= 4,000.00
High definition memory cards and computer hard drive rental	= 133.00
Video Production Student assistance – 30 hours x \$10.00/hr	= 300.00
SUU Student benefits 8%	= 24.00
Subtotal	= 13777.00

Transcription

Transcription/audio editing of 40 interviews @ \$100.00 each = 4,000.00

Travel

Travel mileage – Average of 4 interviews per round trip	
Cedar City- Zion NP @ \$70.00 (135 miles RT)	
by SUU motor pool sedan. 10 trips x \$70.00	= 700.00
SLC or Las Vegas travel @ \$140 (average 500 miles RT)	
By SUU motor pool sedan. 2 trips x \$180.00	= 360.00
SUU Van User Fee	
Subtotal	= 1060.00

On-location digital SLR portrait

Digital on-location portraits of interviewees \$50.00 ea. x 40 = 2,000.00
 SUU faculty and staff benefits @ 22% = 440.00

Subtotal = 2440.00

17.5% SUU Institutional In-direct Costs = 3,723.00

Total = \$25,000.00