

**STATEMENT OF WORK**  
**Cultural Resources Archival Research**  
**New York State**

**Items marked with an asterisk (\*) will be delivered to the Designated Conservationist**

## **References**

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- Archaeology and Historic Preservation: Secretary of Interior's Standards and Guidelines
- National Historic Preservation Act, Section 106
- 36 CFR 800; Protection of Historic Properties
- NRCS National Cultural Resources Procedures Handbook
- NRCS General Manual 420 Part 401
- National Environmental Compliance Handbook

## **Professional Qualification Standards**

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The principal investigator and anyone functioning as lead field investigator must meet the minimum professional qualifications listed in the "Archaeology and Historic Preservation: Secretary of Interior's Standards and Guidelines" for the type of services needed:

### **History**

### **Archeology**

### **Architectural History**

### **Architecture**

### **Historic Architecture**

## **Archival Research**

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Archival research or background research is undertaken prior to any field survey. The archival research is often carried out as part of an investigation survey but may be undertaken as a stand alone survey to develop the necessary data to decide if an investigation survey is warranted. Possible sources should include, but are not limited to, historical maps, atlases, tax records, photographs, ethnographies, the state preservation plan, SHPO/state archaeologist or other state kept site files, National Register of Historic Places, folk life documentation, oral histories, previous studies, local informants, local historical/archaeological societies.

## **Deliverables**

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### **\*Report**

Archival Research reports if carried out as a stand-alone survey shall contain enough information for NRCS to make an informed decision and/or finding and an outside party can understand the basis for that decision or finding. This report shall contain at minimum the following information which should include any appropriate pictures, maps and drawings:

1. Historic context (e.g. types of sites likely to be found), includes information gathered from any archival and other background research conducted
2. Area researched or surveyed (i.e., project APE)
3. Methods used (which research sources were used; e.g. SHPO site files)
4. Results
  - a. Outcome of research
    - i. Any known cultural resources present
    - ii. Likelihood of unknown cultural resources within the APE

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- b. Recommendations for additional archival research or actions