NATIONAL PARK SERVICE
FINANCIAL ASSISTANCE: NOTICE OF INTENT TO AWARD

This announcement is not a request for applications.
This announcement is to provide public notice of the National Park Service's intention to award financial assistance for the following project activities. *Refer to Section 2. Grants.gov Posting Determination.*

ABSTRACT	
Grants.gov Opportunity Number	
Project Title	Increase Public Availability of Archives
Recipient	University of Arizona
Anticipated Federal Funding	$346,317
Non-Federal Cost Share	0
Total Anticipated Award Amount	$346,317
Award Instrument	☑ Task Agreement ☐ Cooperative Agreement ☐ Grant Agreement
Anticipated Period of Performance	August 1, 2019 – June 30, 2022
Legal Authority	54 U.S.C. § 101702(b)
CFDA # and Title	15.945- Cooperative Research and Training Programs
Single Source Justification Criteria	
National Park Service Point of Contact	Katie Gaertner, katie_gaertner@nps.gov

Section 1. Project Summary

PROJECT GOALS AND OBJECTIVES

The University of Arizona School of Information and the Western Archeological and Conservation Center (WACC) archives staff will collaborate to provide an archives-focused educational work experience opportunity for archives, library, and digital information students. The purpose is to complement classroom instruction with hands-on work activities in a variety of areas that describe, preserve, and make cultural and natural resource information in these records more available. The skills gained through this project will enhance student employability in several diverse fields. Catalog resource management records to describe their contents and facilitate retrieval of desired information. Reunite project records that have been inadvertently separated to ensure that documentation is complete. Improve preservation of archival records by reboxing and labeling. Prepare and disseminate finding aids to collections to promote access. Digitize records to expand use opportunities.

STATEMENT OF PUBLIC PURPOSE

The National Park Service (NPS) creates resource management records in the course of daily business which are considered permanent. These records incorporate the long history of managing park cultural and natural resources during the past century. Over 40% of known NPS archives are inaccessible, but the need to locate information in these them grows daily. This project will provide an ideal hands-on forum for students to acquire diverse skills in describing and storing these resource management records and creating digital copies of them. This project provides an archives-focused educational work experience for archives, library, and digital information students which will complement classroom instruction while promoting public access to archival information of the NPS. Students, in cooperation with archivists from the Intermountain Region Museum Services Program will catalog park and regional archives containing cultural and natural resources information. Finding aids will be created to provide initial public access to these collections and made web-accessible. Several collections, including records from the Submerged Resources Center, will be digitized. Digital copies will be provided to parks and programs to use in managing their natural and cultural resources and to make them available to the public, as appropriate. Students will gain experience with applying the National Archives and Records Administration's best practices for digitization, enhancing their employability in the public or private sector.

STATEMENT OF WORK SUMMARY

Archives Processing and Cataloging
Storing Archival Collections for Preservation
Digitization
Archives Survey
Processed and Cataloged Archives
Improved Storage for Archives
Updated Finding Aids

RESPONSIBILITIES OF THE PARTIES

A. The recipient shall be responsible for the following items under this agreement:

a. Provide the services of students and other staff to complete the work. b. Process and catalog archival records using the methods and protocols
c. Inventory newly processed collections identified under Article IV, Section A, Archives Processing and Cataloging.
d. Prepare or update finding aids for the collections which are newly cataloged or updated as a result of this project.
e. Digitize selected records using the methods and protocols identified in Article IV, Section C, Digitization.
f. Improve storage and label records using the protocols
g. Participate in the archives survey identified in Article IV, Section D, Archives Survey.
h. Rectify problems with products identified during NPS reviews. i. Comply with NPS personal identity verification procedures
j. Not reveal locations of any archeological or cultural resources
k. Not reveal any statutorily protected information
l. Fully acknowledge the NPS in any published or formally presented material developed or derived from this Task Agreement.

B. The NPS Responsibilities:

☑ A task agreement is proposed;

☐ A cooperative agreement is proposed;

therefore substantial involvement by NPS is anticipated during the period of performance of this agreement. In support of this agreement NPS will:

a. Identify and assemble the archival collections to be processed, cataloged, digitized, and rehoused.
b. Develop modifications to processing plans or new processing plans as necessary
c. Coordinate the review of processed and rehoused collections, draft catalog records, and finding aids
d. Deliver discovery tools produced by the project such as finding aids to parks and programs.
e. Assist with the selection of and train students f. Provide technical consultation throughout the ongoing work.
g. Determine storage locations and provide all supplies necessary for rehousing and other aspects of the project.
h. Review all products and the final project report
i. Provide space at WACC, Tucson, AZ, and equipment
j. Coordinate access to archives repositories and library necessary for the completion of this project.
k. Complete background investigations deemed necessary
l. Notify the School of Information of statutorily protected information
m. Fully acknowledge The University of Arizona and the School of Information in any published or formally presented materials

☐ A grant agreement is proposed, therefore no substantial involvement on the part of the NPS is anticipated for the successful completion of the statement of work. It is anticipated that involvement will be limited to actions related to monitoring project performance and technical assistance at the request of the recipient.

Section 2. Grants.gov Posting Determination

☑ The National Park Service intends to award a task agreement under a previously competed or single source justified award.

☐ The National Park Service intends to award a single source justified cooperative agreement. *Refer to Section 3 Single Source Justification.*

☐ The National Park Service intends to award a single source justified grant agreement. *Refer to Section 3 Single Source Justification.*

Section 3. Single Source Justification

NATIONAL PARK SERVICE
SINGLE SOURCE POLICY REQUIREMENTS

National Park Service Policy FAP&P 1443-2015-06 requires a written justification which explains why competition is not practicable. The justification must address one of the following criteria.

In order for an assistance award to be made without competition, the award must satisfy one or more of the following criteria:

(1) Unsolicited Proposal – The proposed award is the result of an unsolicited assistance application which represents a unique or innovative idea, method, or approach which is not the subject of a current or planned contract or assistance award, but which is deemed advantageous to the program objectives. The unsolicited proposal must demonstrate an innovative capability or concept not currently available to the government, and prepared without Government involvement. ;

(2) Continuation – The activity to be funded is necessary to the satisfactory completion of, or is a continuation of, an activity presently being funded, for which competition would have a significant adverse effect on the continuity or completion of the activity;

(3) Legislative intent – The language in the applicable authorizing legislation or legislative history clearly indicates Congress' intent to restrict the award to a particular recipient of purpose;

(4) Unique Qualifications – The applicant is uniquely qualified to perform the activity based upon a variety of demonstrable factors such as location, property ownership, voluntary support capacity, technical expertise, or other such unique qualifications. Successful past performance, familiarity with existing requirements, capabilities that can be obtained or matched by a competitor, or a positive reputation, are not considered to be unique qualifications.

(5) Emergencies – Program/award where there is insufficient time available (due to a compelling and unusual urgency, or substantial danger to health or safety) for adequate competitive procedures to be followed.

NPS did not solicit full and open competition for this award based the following criteria:

☑ Task Agreement issued under previously competed or single source master cooperative agreement per Section 2 above. Single Source Justification not applicable.

☐ Unsolicited Proposal ☐ Continuation ☐ Emergency

☐ Legislative Intent ☐ Unique Qualifications

Explanation of the proposed recipient's qualifications or the criteria of the proposed project which requires use of the single source criteria cited.

Section 4. Department of the Interior Secretary's Priorities

This award will support the following DOI Secretary priority(ies):

Other Key Initiatives:

- ☐ Employment of veterans.
- ☐ Supporting DOI Infrastructure needs.
- ☐ Creating jobs in the American economy.
- ☐ Access to outdoor recreation opportunities.

Priority 1: Creating a conservation stewardship legacy second only to Teddy Roosevelt

- ☑ Utilize science to identify best practices to manage land and water resources and adapt to changes in the environment.
- ☐ Examine land use planning process and land use designations that govern public use and access.
- ☐ Revise and streamline the environmental and regulatory review process while maintaining environmental standards.
- ☐ Review DOI water storage, transportation, and distribution systems to identify opportunities to resolve conflicts and expand capacity.
- ☐ Foster relationships with conservation organizations advocating for balanced stewardship and use of public lands.
- ☐ Identify and implement initiatives to expand access to DOI lands for hunting and fishing.
- ☐ Shift the balance towards providing greater public access to public lands over restrictions to access.

Priority 2: Utilizing our natural resources

- ☐ Ensure American energy is available to meet our security and economic needs.
- ☐ Ensure access to mineral resources, especially the critical and rare earth minerals.
- ☐ Refocus timber programs to embrace the entire 'healthy forests' lifecycle.
- ☐ Manage competition for grazing resources.

Priority 3: Restoring trust with local communities

- ☐ Be a better neighbor with those closest to our resources by improving dialogue and relationships with persons and entities bordering our lands.
- ☐ Expand the lines of communication with Governors, state natural resource offices, Fish and Wildlife offices, water authorities, county commissioners, Tribes, and local communities.

Priority 4: Ensuring sovereignty means something

- ☐ Support tribal self-determination, self-governance, and sovereignty.
- ☐ Solidify mutual interests between the U.S. and the freely associated states and territories.

Priority 5: Generating additional revenues to support DOI & National interests

- ☐ Ensure that the public receives the full market value for the natural resources produced on Federal lands.
- ☐ Ensure that fees or costs levied for DOI services are reasonable and targeted to achieve cost recovery.
- ☐ Consider the impact of DOI decisions on economic development and job creation.

Priority 6: Protecting our people and the border

- ☐ Actively support efforts to secure our southern border.
- ☐ Ensure DOI law enforcement staffing addresses public safety risks anticipated on DOI land.
- ☐ Promote a "public service" demeanor within our law enforcement community.

Priority 7: Striking a regulatory balance

- ☐ Reduce the administrative and regulatory burden imposed on U.S. industry and the public.
- ☐ Ensure that Endangered Species Act decisions are based on strong science and thorough analysis.

Priority 8: Modernizing our infrastructure

- ☐ Support the White House Public/Private Partnership Initiative to modernize U.S. infrastructure.
- ☐ Remove impediments to infrastructure development and facilitate private sector efforts to construct infrastructure projects serving American needs.
- ☐ Prioritize DOI infrastructure needs to highlight:
  1. Construction of infrastructure;
  2. Cyclical maintenance;
  3. Deferred maintenance.

Priority 9: Reorganizing for the next 100 years

☐ Improve alignment and integration of the DOI organizational structure. Redistribute organizational resources (people and funding) to enhance mission achievement and improved public service.

☐ Improve organizational alignment with Executive Branch counterparts with major land management assets or influence.

Priority 10: Achieving our goals and leading our team forward

☐ Senior executives are expected to provide leadership in achieving goals of the President and the Secretary.

☐ The Management Team is expected to:

1. Ensure cost-effective operations and quality service to the public;
2. Facilitate organizational cooperation and conflict resolution;
3. Ensure the workplace environment is conducive to employee productivity and safety;
4. Hold individuals accountable for actions that violate DOI policies and requirements.

The proposed project does not support any of the DOI Secretary priorities, but the project is being funded for the following reasons: