

To: Cultural Resource Use Permit Applicant  
Date: Updated FY 2012  
Subject: Cultural Resource Use Permit Information—Idaho BLM  
From: Idaho BLM Deputy Preservation Officer/State Archaeologist

Please find enclosed information regarding applying for a cultural resource permit to work on public lands managed by BLM Idaho. Enclosed with this information, please find a cultural resource use permit application (DI Form 1926) some brief instructions on the application process (directly below) and a description of the organizational and personnel requirements for supervisory personnel performing cultural resource work. Please be advised the Idaho does not issue speculative permits and you must demonstrate a project need for your application to be considered.

For your reference, Idaho BLM issues three types of cultural resource use permits:

- (1) Survey and Recordation
- (2) Limited Testing and/or collection
- (3) Excavation and/or removal

For Survey and Recordation permits, Idaho BLM issues both project specific and long-term (blanket) permits based on applicant's qualifications and history of work in Idaho. Project specific permits only are issued for limited testing and excavation and removal permits.

In Idaho, we issue project-specific permits as well as broad regional/statewide blanket permits. By far, the vast majority of cultural resource permit applications and permits are for survey and recordation.

- Applicants may apply for survey/recordation CRUPs on a broad regional/statewide basis ("blanket") for a 1 to 3 year period, dependent upon experience, performance and State Director's discretion.
- Applicants may still be issued project specific permits dependent upon experience, performance and State Director's discretion.
- Applications for CRUPs will be received and reviewed and issued by the State Office (with assistance of field offices as needed).

Here is some specific information that we advise applicants for cultural resource use permits to be aware of to insure timely processing of your permit. Permit applications not fully completed will not be processed and will be returned to the applicant for required information. Note that in southern Idaho permit applications are subject to tribal review as requested by the Shoshone-Paiute Tribes and we recommend 90 days lead time to insure your permit can be processed for your scheduled fieldwork.

Please submit a permit application for each project and the personnel who will be working on that project. In submitting information on organizational and personnel qualifications (e.g. resumes and vitae), please pay particular to the information below and the attached information describing education and experience qualifications for supervisory personnel.

Beyond the general education and experience archaeological qualifications discussed in other attached documents, please clearly and specifically identify the principal investigators' and field directors' field experience in the geographic/cultural areas in which you propose to work in. For

Idaho, it will be appropriate to address supervisory personnel's work experience in the Snake River Plain, northern Great Basin, Columbia Plateau and/or regions adjoining those portions of Idaho in which you are proposing to work in, such as Plains experience for Eastern Idaho. What is relevant here is for supervisory personnel to demonstrate knowledge and experience in identifying and evaluating the types of cultural resources known and/or expected to occur within the project area. In addition to the general education and experience qualifications, supervisory personnel must demonstrate 4 months of experience in these geographic/cultural areas.

When describing personnel's specific fieldwork and reporting experience for cited projects, please identify the name of the project, location of the project, dates of fieldwork, and the specific tasks that each proposed supervisor (crew chief and/or principal investigator) has performed (e.g. field survey design and planning; field survey, site documentation tasks; NRHP evaluations; reporting tasks; and assessment of project effects). Please identify whether this work was done in a supervisory or crew member capacity. Please also identify the supervisor's names for these specific projects.

In completing the application, we draw your attention to a few important items in the application. When filling out the application, please:

**[Item # 6 a&b].** *Identify the location of the proposed work* as specifically as possible (provide legal descriptions, Township, Range, Section and maps—at 1:24,000 scale showing the project location and the location of proposed project activities). In your map define the proposed project area and area of potential effect (APE) that will be surveyed. Please provide a GIS shapefile of the project area and APE as this will expedite processing of your permit and allows BLM to verify land ownership for your application. Send an email with the shapefile attached and projected in NAD 83 UTM Zone 11N or 12N (depending on what zone you are working in), or advise of projection used. If you have a long linear project (such as a highway survey) UTM coordinates of the N/S or E/W extents should be included. Again, please advise of projection used. BLM GPS standards will be attached to your permit and permit stipulations require use of GPS and submittal of X/Y UTM coordinate data for all sites recorded.

**[Item #7]** Request a specific, but reasonable time period for which the work will occur and for which the permit will need to be valid. Project specific permits are generally issued for a 1 year term or less. Regional/statewide (“blanket”) permits are issued for a term of 1-3 years, with a maximum of 3 years.

**[Item #8]** Provide the names and resumes of individual(s), the principal investigator, responsible for planning and supervising the fieldwork and approving reports, evaluations and recommendations.

**[Item #9]** Provide the names and resumes of individual(s), the field director, responsible for carrying out field projects, for technical quality of fieldwork through direct on the ground supervision of all aspects of fieldwork.

**\*[Item #11 a-d].** Provide a concise explanation of the nature of the work proposed to be accomplished. Please include the name of the project proponent, a project description containing information on all reasonable-foreseeable project activities and rough project schedules. Give as much detail about the proposed project as you can, such as what type of activity and equipment. As outlined in the permit application, provide the following information:

- a. Description of the purpose, nature, and extent of the work proposed, including how and why it is proposed to be conducted: (include a research design, methods, curation agreement if the permit is for limited testing, collection or excavation);
- b. Summary of organizational capabilities, including information on location(s) and description of facilities and equipment, on organizational structure and staffing, and on facilities, equipment and staff to be involved in the proposed work;
- c. Summary of organizational history in completing work of the kind proposed, including similar past projects, government contracts, and Federal permits (previously held, currently in force with effective dates, and currently pending or planned, by agency and region/state), reports and/or publications resulting from similar work, and any other pertinent organizational experience;
- d. For each individual named in 8 and 9 above, a curriculum vitae or similar resume or summary of education, training, and experience in the kind of work proposed and in the role proposed;

\*Note failure to provide all details required will delay permit processing.

**[Item #11 e].** For limited testing, collection and excavation permits only. \* Note that no collection is authorized under a survey and recordation permit.

- e. You will need written certification, signed by a properly authorized official of the proposed curatorial facility, attesting to the facility's capability and willingness to accept any collections, as applicable, and records, data, photographs, and other documents generated during the proposed term of the permit, and to assume permanent curatorial responsibility for such materials on behalf of the United States Government pursuant to 36 CFR 79. Custody of any Native American human remains or cultural items subject to the Native American Graves Protection and Repatriation Act (NAGPRA), 25 USC 3001-3013, removed from public lands or Indian lands shall be determined in accordance with NAGPRA and its implementing regulations, 43 CFR 10.
- \* Note that a research design will need to accompany all excavation and collection permits and it is highly recommended that a draft be provided prior to applying for a permit for review and comment.

Idaho BLM will work diligently to process your permit application in a timely manner. However, processing times can vary depending upon the scope of your proposed work, the type of permit needed and individual project circumstances. You should plan 30-to 90 days for permit processing and we recommend that you submit your application at least 90 days prior to planned fieldwork to avoid any project delays. Please feel free to call Idaho BLM permit administrator Kirk Halford, Idaho BLM State Deputy Preservation Officer if you have questions or concerns at 208-373-4043.