



## United States Department of the Interior

BUREAU OF LAND MANAGEMENT  
Nevada State Office  
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June 18, 2010

In Reply Refer To:  
8100 (NV933) P

EMS Transmission June 22, 2010  
Instruction Memorandum No. 2010-044  
Expires: 09/30/11

To: District Managers, Nevada  
Special Agent in Charge (NV911)

From: Michael R. Holbert  
Deputy State Director, Natural Resources, Lands and Planning

Subject: Fiscal Year 2010 Heritage Program Annual Report Data Call  
DD: 07/30/2010

**Program Area:** Heritage and National Landscape Conservation System

**Purpose:** This directive requests each district office to complete a Heritage Program Annual Report for delivery to the State Office. This annual report previously has been referred to as the Cultural Resources Program Annual Report.

**Policy/Action:** The BLM Nevada District Offices are requested to complete the following forms, which are to be submitted electronically wherever possible, and a concise narrative of accomplishments.

Forms and Questionnaires: Please complete, update, or revise information in the following forms, as appropriate, reflecting activities in FY 2010, in the district.

- Heritage Program Annual Report questionnaire (Attachment One);
- Base and one-time FY 2009 and FY 2010 Challenge Cost Share (CCS) heritage resource and cooperative projects form (Attachment Two);
- BLM Historic Structures Listing (Attachment Three); and
- Listing of Outlaw and Treachery (LOOT) form (Attachment Four);
- Reporting on Native American Graves Protection and Repatriation Act (NAGPRA) and Museum Collections activities (Attachment Five); some of this is new to the Heritage Program Annual Report.

Narrative: Summarize major FY 2010 accomplishments associated with the management and protection of archaeological, historical, and paleontological resources and museum collections.

For its top two accomplishments, the district should provide detailed information in two or three paragraphs accompanied by graphics to illustrate the work completed. For volunteer contributions, districts should report the number of volunteer hours on each project. Please highlight any accomplishment related to archaeological museum collections. For the other accomplishments, limit information to short bullets organized by the following topical areas:

- State Protocol Agreement implementation
- Native American coordination and consultation
- Museum collections management
- Native American Graves Protection and Repatriation Act (NAGPRA) compliance
- Resource protection projects activities (including identification, recordation, evaluation, stabilization, rehabilitation, monitoring, and data recovery projects)
- Heritage tourism interpretive developments
- Notable planning accomplishments
- Key Archaeological Resources Protection Act prosecutions (including effective related resource protection projects, methods, or techniques employed)
- Heritage program publications and brochures produced

Please review Attachment 3 (Historic Structures) and note any changes and provide any additional information on condition. Please highlight any changes or additions using red text.

In Attachment Five - BLM Museum Collection Information, districts are asked to report as follows on the following topics:

- No responses are requested relating to Attachment Five, Part 1.
- Other Federal and Non-Federal Repositories: Review the information and make corrections or additions using the “Comments” field in the “Repositories-Archaeology” and “Repositories-Paleontology” worksheets in Attachment Five, on pages two and three. Please highlight any changes or additions using red text.
- National Landscape Conservation System (NLCS) Collections: Identify repositories holding collections from NLCS units in the appropriate column in the “Repositories Archaeology” and “Repositories Paleontology” worksheets in Attachment Five, on pages two and three. Please highlight any changes or additions using red text.
- Collection Changes: Report changes in repositories holding BLM collections and update collection information in the “Repository and Collection Changes” form in Attachment Five, on page five. Please highlight any changes or additions using red text.
- Repository Agreements: District offices are not expected to respond to information requests in this category.
- Repository Condition Assessments. District offices are not expected to respond to information requests in this category.

**Reporting:** Please ensure internal consistency with data provided in previous fiscal years. The annual reports should summarize accomplishments achieved in FY 2010 or anticipated by the end of the fiscal year.

**Timeframe:** To conform to timeframes of the Office of Management and Budget, the Department of the Interior (DOI), and the BLM WO-240, State offices should submit their Heritage Program annual reports no later than July 30, 2010.

**Budget Impact:** The budget impact is minimal.

**Background:** The BLM is required to regularly compile selected information to comply with numerous laws and executive orders, including: the Archaeological Resources Protection Act of 1979; the National Historic Preservation Act of 1966; the Federal Land Policy and Management Act; the Government Performance and Accountability Act; and, the Executive Order 13327 on Federal Real Property Asset Management.

The data is assembled and submitted for various reports, including: the National Park Service for the “Secretary of the Interior’s Report to Congress on Federal Archaeological Activities”; Public Land Statistics; the Chief Financial Officers/Stewardship Assets; Public Rewards from Public Lands; DOI’s “Performance and Accountability”; the annual BLM educational report; the Annual Museum Collections Summary Report to the DOI’s Office of Acquisition and Property Management; and, the Collectible Heritage Assets portion of the BLM Financial Statement. This data call also informs senior management Employee Performance Appraisal Plans.

**Manual/Handbook Sections Affected:** None.

**Coordination:** WO-240 coordinated with Division of National Landscape Conservation System (WO-171) and Division of Education, Interpretation and Partnerships (WO-172).

**Contact:** For additional information, please contact Tom Burke, Program Lead, Nevada State Office, at 775 861-6415 or at [Tom\\_Burke@blm.gov](mailto:Tom_Burke@blm.gov)

Signed By:  
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Acting DSD, Resources, Lands & Planning

Authenticated By:  
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Administrative Assistant

#### 5 Attachments

- 1 – Cultural Resource Annual Report Questionnaire (18 pp)
- 2 – FY 2009 and FY 2010 Funded CCS and Cooperator projects (5 pp)
- 3 – BLM Historic Structures Listings (11 pp)
- 4 – Listing of Outlaw Treachery (LOOT) form (2 pp)
- 5 – BLM Museum Collections forms (36 pp)