

**Full Grant Proposal
Library Services and Technology Act FFY 2011**

This form is available for download on our web site via:
<http://www.oregon.gov/OSL/LD/grantmainalt.shtml>. Use 12 point Times New Roman, with one inch margins. The deadline for receipt of the Project Proposal is **5:00 pm on Friday August 13, 2010**.

Part I: General Information

1. Project title: Development and Management of Oregon's Tribal Archives
2. Applicant: Oregon State University
3. Address: OSU Libraries, 121 The Valley Library, Corvallis, OR 97331-4501
4. Contact person: Larry Landis Phone: 541-737-0540
Email: larry.landis@oregonstate.edu
5. Fiscal agent (if different than applicant):
6. Project URL (if any):
7. U.S. Congressional District: 5th
8. List geographic target area to be served by the project:

All of Oregon – secondarily may be border regions in adjoining states.

9. Estimated number of persons benefiting from the project: 25,000
10. Description of persons benefiting from the project:

The project will be of direct benefit to each Tribe's Council and administrators. All of the enrolled members of the tribes will benefit indirectly.

11. List partnering organizations. All partnering organizations must also sign section IV.1. See instructions for guidance on partners versus participants.

12. Project abstract (one paragraph):

This project will address the need for in-depth archives and records management training for Oregon's nine federally recognized tribes. Establishing formal and sustainable archives and records management programs by the tribes has been difficult in part to the lack of affordable and location-accessible training opportunities for tribal members with responsibilities for records. The need for this training will be met through the planning and implementation of a one week institute that will cover the basic concepts and requirements for tribes to establish or improve their archives and records management programs. The training will be based in Oregon and will be at no or low cost to tribal participants.

- 13. List the text of the single most relevant goal and high-level outcome from the *Five-Year State Plan 2008-2012* that will be addressed by the grant project.

GOAL # 6 – Positioning Libraries to Help Build Strong Communities

Oregon libraries are centers of community life where Oregonians connect with information resources and with each other.

- 14. Briefly describe how the LSTA project will continue after the grant ends, especially noting local support:

Beyond the training institute, the OSU Libraries will be able to continue working with the tribes on records related issues in a consulting capacity and help to facilitate information sharing among the tribes. The OSU Libraries will determine the feasibility of videotaping parts of the training institute and making them available online via streaming video or on DVD. The OSU Libraries will also encourage and work with the State Historical Records Advisory Board and Northwest Archivists, Inc., to offer additional training opportunities in the future. The 2009 Tribal Archives, Libraries and Museums conference offered a variety of sessions pertaining to tribal archives and records management issues; the 2012 conference will be encouraged to include similar sessions, including some that are more in-depth than introductory “this is how we do it” sessions.

- 15. List letters of support for the project (name, affiliation) that are attached to this application. Do not include letters from project partners listed in #11.

Brenda Bremner, General Manager, Confederated Tribes of Siletz Indians
Cheryle A. Kennedy, Tribal Council Chairwoman, Confederated Tribes of Grand Ronde
Karen Quigley, Executive Director, Oregon Legislative Commission on Indian Services
Allison Krebs, Chair, Native American Archives Roundtable, Society of American Archivists
Jennifer O’Neal, Head Archivist, National Museum of the American Indian

PLEASE FILL IN THE FOLLOWING INFORMATION ABOUT THE ANTICIPATED LENGTH OF YOUR GRANT PROJECT:

(Check applicable boxes)

THIS IS THE 1st YEAR OF A ONE YEAR GRANT PROJECT
 2nd YEAR TWO YEAR
 3rd YEAR THREE YEAR

For projects that are multi-year be sure to include an estimate of the funds anticipated to be needed for the future years in the budget discussion.

THIS IS PRIORITY 1 OF THIS ORGANIZATION’S PROPOSALS

Part II: Project Budget

Proposed project budget (use this format only – do not alter):
(Double click on the table to enter data. Before closing the table, be sure to scroll to the top of it)

Appendix E – Full Application

Item	Local Cash	Local In-Kind	LSTA	TOTAL
Personnel		\$5,775	\$4,800	\$10,575
Benefits		\$3,134	\$1,200	\$4,334
Travel		\$1,000	\$3,429	\$4,429
Equipment				\$0
Supplies		\$200		\$200
Contractual				\$0
Library Materials				\$0
Total Direct Charges	\$0	\$10,109	\$9,429	\$19,538
Indirect Charges			\$566	\$566
Total Budget	\$0	\$10,109	\$9,995	\$20,104

Proposed second year LSTA amount: \$20,000 Proposed third year LSTA amount: _____

Part III: Project Narrative

(Attach additional pages. See the criteria for grant proposal evaluation in the Grant Guidelines as well as the Grant Application Instructions for more information on this section.)

A. Background of Applicant (describe the agency's ability to undertake this project)

The Oregon State University Libraries comprise the second largest academic library system in Oregon. The Libraries provide support to meet the informational, reference, and research needs of OSU’s faculty, staff, and student community at three locations. This support is provided through the libraries' collection of nearly 2 million volumes, 34,000 current serials, more than 500,000 maps and government documents, and extensive unique archival and special collections. The Libraries also provide access to approximately 250 databases, many of which are full text, and nearly 72,000 e-journals.

The OSU Libraries consist of the Valley Library, the main library at the Corvallis campus; the Guin Library located at the Hatfield Marine Science Center in Newport; and the OSU Cascades Campus Library, co-located on the Central Oregon Community College campus in Bend. The McDowell Veterinary Library in OSU’s College of Veterinary Medicine is an affiliate component of the OSU Libraries.

The Libraries’ Special Collections department holds the papers of two-time Nobel Prize winner and OSU alumnus Linus Pauling and other collections pertaining to the history of science and technology in the 20th century. The University Archives’ holdings document all aspects of OSU and also include extensive collections pertaining to natural resources in Oregon, particularly forestry and agriculture. Additionally, the University Archives provides records management services to the OSU community. The OSU Libraries’ staff consists of 43 FTE library faculty, 42.5 FTE classified staff, and 33 FTE student assistants.

The Libraries’ Oregon Multicultural Archives (OMA) includes collections documenting many of Oregon’s cultural, ethnic and traditionally underrepresented groups, including the African American, Native American, Latino and Asian American communities. The collections reflect how these communities have contributed to the identity of Oregon. The OMA advances

scholarship in ethnic studies and racial diversity both on the Oregon State University campus as well as on a state and regional level.

The OSU Libraries' memberships include the Orbis Cascade Alliance and the Greater Western Library Alliance. From 2002 to 2007, it was the lead institution in the development of the Northwest Digital Archives, a consortium of 29 archives and special collections throughout the Northwest.

B. Detailed statement of problem

Establishing formal and sustainable archives and records management programs by Oregon's nine federally recognized tribes has been difficult in part due to the lack of affordable and location-accessible training opportunities for tribal members with responsibilities for records. Only one tribal government – the Confederated Tribes of Umatilla Indian Reservation – has a formal and developed archives program that is housed in an appropriate facility. The other tribes manage their tribal records and related historical materials with varying degrees of success.

Archives and records management training opportunities for tribes within Oregon have been ad hoc at best. On the national level, the Western Archives Institute, based in California, offered a two-week institute in 2003 focusing on tribal archives. However, the costs to attend that institute were significant – tuition alone was \$500, plus housing, meals and transportation. There were no participants from Oregon tribes. The 2009 Tribal Archives, Libraries and Museums Conference, *Streams of Language, Memory, and Lifeways*, included a one-day basic archives workshop that was well received. However, one participant commented on wanting “more archives training that is more in depth.”

The University Archives, in collaboration with the OSU Anthropology Department, has offered limited training in the past, though this has been developed for individual tribes. University Archivist Larry Landis and Staff Archivist Karl McCreary conducted a one and a half day archives and records management workshop for the Klamath Tribes in the summer of 2002, and a half day workshop in the summer of 2003 that was attended by participants from three or four Oregon tribes. In the late summer and fall of 2010, the State Historical Records Advisory Board will be giving a series of one-day workshops, including one at the Confederated Tribes of Grand Ronde reservation. Many of the topics to be covered in this workshop will be addressed in much more detail in the week long tribal archives/records management institute.

Feedback from Oregon tribes indicates a strong need for this training. In an April 2009 Memorandum of Understanding between OSU and the Confederated Tribes of Warm Springs, assistance with archives and records management issues was one of the key areas identified by the Warm Springs Tribal Council. David Lewis, Manager of the Cultural Resources Department for the Confederated Tribes of Grande Ronde, recently indicated that “if the training were offered in Oregon I would make every attempt to get our archives and cultural staff to attend in force” (e-mail reply from David Lewis, March 9, 2010). Representatives of the Burns Paiute Tribe, the Confederated Tribes of Siletz Indians, and the Confederated Tribes of Coos, Lower Umpqua and Siuslaw Indians have expressed similar interest.

C. Describe the proposed solution that the project will implement. Indicate the project goal, and the quantified objectives that will be used to measure whether the goal is

accomplished. Describe the activities that will be undertaken to meet each objective. (include timeline)

This project will provide the nine Oregon tribes with affordable and professional archives and records management training, customized to meet the tribes' needs, through an intensive one week institute. The training institute will provide the tribes with the groundwork necessary for establishing a tribal archives and records management program or for furthering the development of an existing program. These needs will be determined through a survey of and on-site visits with each tribe during year 1 of the project. The curriculum for the institute will be based on the needs determined through these visits.

The August 2009 final report of the LSTA supported *Envisioning Oregon* project outlined several goals that would foster collaboration and cooperation among Oregon's archival repositories. The report's Goal 3, Objective 2 recommendation is "Connect with tribal repositories," and one of the recommended activities is a tribal records workshop. The proposed tribal archives/records management institute addresses that recommendation. (*Envisioning Oregon* final report, page 29; available online at <https://scholarsbank.uoregon.edu/xmlui/handle/1794/9792>.)

The training will be held at the OSU Libraries. Each tribe will be given one scholarship to send a participant to the institute at no cost. Additional representatives from each tribe will be able to attend at a low cost. Participants from tribes in adjoining states will be able to participate on a space available basis. Their costs will not be subsidized, though the intent will be to make the institute affordable to any participant.

Year one will consist of the initial planning for the training institute to be coordinated by the University Archivist and the Oregon Multicultural Librarian, who coordinates the Oregon Multicultural Archives. An intern will be hired for the summer of 2011 (12 weeks) to assist with the planning work. The Multicultural Librarian position, currently vacant, will be re-filled by Fall 2010.

The primary planning activities undertaken in year one will be a needs survey questionnaire to be sent to each tribe, followed by a site visit to each tribe to discuss the status of their current archives/records management programs. Each tribe will be visited by two University Archives staff. Other year one planning activities will consist of determining the date for the training, identifying trainers, and making arrangements for room and board for attendees. Options for making the training institute available in the future via podcast, DVD or some other online delivery method will also be explored during the planning phase.

Room and board for institute attendees will be negotiated with OSU's Housing and Dining Services, which routinely makes housing available for conference participants. Potential trainers will be identified using the October 2009 Native American Libraries, Archives, and Museums conference participants' list and through the Society of American Archivists' Native American Archives Roundtable. Trainers will include Native American archivists and other archivists familiar with the needs of and cultural sensitivities toward tribal archives.

Year two will consist of additional planning and the training institute itself. The institute will be modeled on the 2003 Western Archives Institute for tribal archives. The institute will be held in

either the spring or summer of 2012 – dependent on what is most convenient for the tribes and not in conflict with pow-wows, culture camps and other annual tribal activities.

D. Budget narrative

Costs associated with year one of the project will consist of personnel and travel costs. LSTA funds will support the costs of an intern, estimated to be \$6,000 including benefits, and approximately 75% of the travel costs to support the site visits to each tribe, estimated at \$3,429. Indirect costs come to \$566. Local in-kind funds will be OSU Libraries’ staff time and total \$8,909: the Oregon Multicultural Librarian will devote 10% of his/her time (avg. 4 hours per week) and the University Archivist will devote 2.5% of his time (avg. 1 hour per week) to the project. Local in-kind funds of \$1,000 will also support travel. Incidental costs (also local in-kind funds such as long distance charges, etc.) are estimated to be \$200 and are listed in the supplies line of the budget chart.

Year two funds from LSTA will support the training institute – paying for trainers and subsidization of the costs for one tribal member from each tribe to attend. The subsidized costs include room and board, travel, and institute training materials. Up to 18 additional Oregon tribal members would be able to attend; their meal costs will be subsidized. The subsidization would be offset in part by opening the training to other Northwest tribes; attendees would pay the full amount (estimated to be \$500 plus travel). Year two local in-kind funds will be OSU Libraries’ staff time and use of library facilities for conducting the institute.

E. Evaluation method

At its conclusion, each participant will be asked to evaluate the training institute. The effectiveness of the institute will be measured by each tribe’s successful development of a management plan for their archives. Improvement within the existing tribal archives will be measured through a follow-up survey conducted 6 months to a year after the training institute.

Part IV: Certification of Application

1. Documentation of project support. Partners listed in Part I, number 11 must sign. The grant applicant signs IV.3.d. If the fiscal agent is different than the applicant, they sign IV.3.e.

I HAVE READ THE PROPOSAL PRESENTED ON THE PRECEDING PAGES. I AM AWARE OF THE OBLIGATIONS THAT PARTNERSHIP IN THE PROPOSED PROJECT WOULD ENTAIL. BY MY SIGNATURE I CERTIFY MY ORGANIZATION'S COMMITMENT TO SUPPORT THE PROPOSED PROJECT AS DESCRIBED IN THE PRECEDING PAGES.

<i>Name</i>	<i>Library/Organization</i>	<i>Signature</i>	<i>Date</i>
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2. Certification for Children’s Internet Protection Act

Public and public school library applicants, and consortia with public or school members **must** check one of the options below (a, b, or c).

a.	The applicant public or public school library has complied with the requirements of Section 9134(f)(1) of the Library Services and Technology Act. Every computer connecting to the Internet, public and staff, is filtered. The filter can be disabled upon request of adults.
b.	<i>(for consortia only)</i> Prior to using any LSTA funds to purchase computers used to access the Internet or to pay for direct costs associated with accessing the Internet for a public library or a public school library, the applicant consortium or group will collect and retain a duly completed Internet Safety Certification from every constituent public library or public school library in accordance with requirements of Section 9134(f) of the Library Services and Technology Act. Every computer connecting to the Internet, public and staff, is filtered. The filter can be disabled upon request of adults.
c.	The requirements of Section 9134(f) of the Library Services and Technology Act do not apply to the applicant library because no funds made available under the LSTA program will be used to purchase computers used to access the Internet or to pay for direct costs associated with accessing the Internet for a public library or public school library that does not receive discounted E-Rate services under the Communications Act of 1934, as amended.

3. Certification of the grant applicant and/or fiscal agent (if different than applicant)

- a. I affirm that the jurisdiction or organization (henceforth, ORGANIZATION) is the designated fiscal agent for the project described in this application and is empowered to receive and expend funds for the conduct of the proposed grant project.
- b. I affirm that the information contained in this application is true and correct and that the ORGANIZATION for which I am an official has authorized me to submit this application for LSTA grant funds.
- c. I affirm that if this application were to result in the ORGANIZATION being awarded grant funds to carry out the project described in this application, that the ORGANIZATION would comply with all of the federal and state requirements for the administration of LSTA grants, including part IV.2 above and allowable costs described in Appendix B of the General Information and Grant Application Guidelines, Library Services and Technology Act.

4. Signature of grant applicant

Patricia A. Hawk
Director, Sponsored Programs
Institutional Authorizing Official

Name of official authorized to enter into contractual agreements for the ORGANIZATION

Patricia A. Hawk
Director, Sponsored Programs
Institutional Authorizing Official

Acting for:

Title

Signature



Date

8-11-10

sponsored.programs@oregonstate.edu

Email

(541) 737-4933

Phone number

5. Signature of fiscal agent (if different than applicant or if applicant is not a 501(c)3 or legally established entity or if applicant does not have contract authority for the ORGANIZATION)

Name of official authorized to enter into contractual agreements for the ORGANIZATION

Title

Signature

Date

Email

Phone number

This form must be received at the State Library no later than 5:00 p.m. on Friday, August 13, 2010.

Faxed copies will not be accepted. There are no exceptions. If requesting indirect costs, attach appropriate sections of a federally approved indirect cost plan.

Mail or deliver **one copy** of your application to:

Library Development Services
Oregon State Library
250 Winter St., NE

Salem, OR 97301-3950

As a courtesy, the State Library asks that you email an electronic copy of your proposal, in rtf or Word format, without letters of recommendation and appendixes, to ann.reed@state.or.us. This does not substitute for the signed, mailed copy.



The Confederated Tribes of the Grand Ronde Community of Oregon

Tribal Council
Phone (503) 879-2301
1-800 422-0232
Fax (503) 879-5964

9615 Grand Ronde Rd
Grand Ronde, OR 97347

August 02, 2010

Re: OSU Tribal Archives/Records Management Training Institute Grant Support

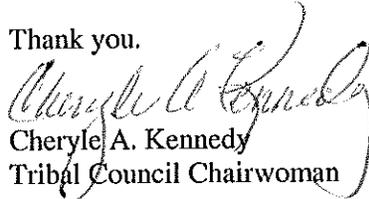
Dear To Whom It May Concern:

The Grand Ronde Tribal Council believes that Oregon State University's educational project will be instrumental in addressing a need of rural Tribal communities, many of which are in the process of restoring their tribal governments after 30 years of termination. Additionally, rural Tribal communities normally have less access to archival resources available to organizations in urban areas, and as such must develop their own archival programs. The OSU Libraries has established a stellar reputation in Oregon for developing and implementing archival and library programs that are "Out of the Box" concepts relevant to both urban and rural communities. In the recent past, OSU library's leadership in the development and implementation of digital indices and work in creating institutional collaborations of Northwest archival repositories has greatly benefited researchers and students of Northwest regional subjects.

Currently, at the Grand Ronde tribe, we are working to develop and implement archival policies. Since Tribal restoration in 1983, the Tribe has developed the archival needs of a small city. The Tribe possesses an archives building that is climate controlled but many of the staff lack formal archival training to adequately implement archival policies. The tribe's cultural archives are one of the largest in the state and are managed under the most current best practices and policies. However, as both the tribal archives and cultural archives grow, we will need additional trained staff to help with the processing and management of the collections. We are seeing signs of the need for more trained staff right now.

Therefore, the Grand Ronde Tribal Council is confident that the type and quality of the training offered by OSU Libraries would adequately fit the need of the Tribe and the needs of all Oregon tribes for locally available and economical training for archives staff. The establishment of the OSU Libraries educational program will assure that all tribal communities in Oregon have local access to a relevant training program for years to come.

Thank you.


Cheryl A. Kennedy
Tribal Council Chairwoman



The Confederated Tribes of the Grand Ronde Community of Oregon

Tribal Council
Phone (503) 879-2301
1-800 422-0232
Fax (503) 879-5964

9615 Grand Ronde Rd
Grand Ronde, OR 97347

August 02, 2010

AUG 5 2010

LSTA Advisory Council
Library Development Services
Oregon State Library
250 Winter St. NE
Salem, OR 97301-3950

Re: OSU Tribal Archives/Records Management Training Institute Grant Support

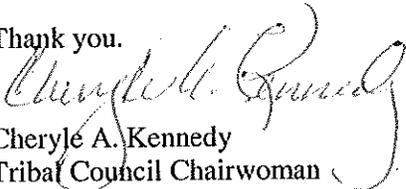
Dear LSTA Members:

The Grand Ronde Tribal Council believes that Oregon State University's educational project will be instrumental in addressing a need of rural Tribal communities, many of which are in the process of restoring their tribal governments after 30 years of termination. Additionally, rural Tribal communities normally have less access to archival resources available to organizations in urban areas, and as such must develop their own archival programs. The OSU Libraries has established a stellar reputation in Oregon for developing and implementing archival and library programs that are "Out of the Box" concepts relevant to both urban and rural communities. In the recent past, OSU library's leadership in the development and implementation of digital indices and work in creating institutional collaborations of Northwest archival repositories has greatly benefited researchers and students of Northwest regional subjects.

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Thank you.


Cheryl A. Kennedy
Tribal Council Chairwoman



August 10, 2010

Library Services and Technology Act Advisory Council
Library Development Services
Oregon State Library
250 Winter Street, NE
Salem, OR 97301-3950

Dear Ms. Evensen and Members of the LSTA Advisory Council:

On behalf of the Society of American Archivists' Native American Archives Roundtable (NAAR), it gives me great pleasure to provide this letter of support for the *Development and Management of Oregon's Tribal Archives* project and its application for a Library Services and Technology Act FY 2011 grant.

With 5,700 members, the Society of American Archivists (SAA) is the nation's largest professional organization of archivists. The Native American Archives Roundtable, with on the order of 240 members/participants, actively advocates for inclusion of Native American concerns and perspectives regarding archival theory and practice within the SAA and the broader archival profession.

As part of our advocacy the Roundtable brought the First Archivists Circle's *Protocols for Native American Archival Materials* to SAA Council for endorsement. The Protocols provide guidelines for professional practice grounded in culturally responsive care of Native American materials within non-tribal institutions. The Protocols seek to initiate a national discussion on professional policy and practice issues among archivists, librarians, and Native Americans.

Guidelines addressed within the Protocols include:

- Building Relationships of Mutual Respect
- Striving for Balance in Content and Perspectives
- Accessibility and Use
- Culturally Sensitive Materials
- Providing Context

- Native American Intellectual Property Issues
- Copying and Repatriation of Records to Native American Communities
- Native American Research Protocols
- Reciprocal Education and Training
- Awareness of Native American Communities and Issues

After reviewing the Oregon State University Libraries' FFY 2011 LSTA proposal, *Development and Management of Oregon's Tribal Archives*, for developing a tribal archives and records management training institute, NAAR's Steering Committee has determined this proposal is an outstanding example of bringing the Protocols to life.

We look forward to being involved in the process of planning and development of the Institute, as well as integrating lessons learned in future NAAR workshops and session.

We urge you to support this initiative. It is through collaboration of this kind that long term productive relationships between tribal and non-tribal stakeholders will flourish, enriching our shared communities, and deepening both our professional and personal understandings of relational accountability surrounding archives and records.

Sincerely,



Allison B. Krebs
Chair
Native American Archives Roundtable 2010-2011
Society of American Archivists



Confederated Tribes of Siletz Indians

P.O. Box 549
(541) 444-2532 • 1-800-922-1399 • Siletz, Oregon 97380
FAX: (541) 444-2307

July 16, 2010

Library Services and Technology Act Advisory Council
Library Development Services
Oregon State Library
250 Winter Street, NE
Salem, OR 97301-3950

Dear Ms. Evensen and Members of the LSTA Advisory Council:

The Tribal Council of the Confederated Tribes of Siletz Indians strongly supports the Oregon State University Libraries' FFY 2011 LSTA proposal, *Development and Management of Oregon's Tribal Archives*, for developing a tribal archives and records management training institute.

This project will provide the Siletz and other Oregon Tribes with needed assistance in further developing our tribal archives and records management programs. The institute would be of benefit to several Siletz tribal department staff.

The Confederated Tribes of Siletz is a federally recognized confederation of many bands that originated from Northern California to Southern Washington and all parts of Oregon—west of the Cascades. In November 1977 the Siletz was the first tribe in Oregon and the second in the United States to be restored to federal recognition after termination by the United State government in 1956. The tribal archives institute will further our work with preserving and making accessible to our tribal community the records that document the Siletz Tribes' rich and complex heritage. It will also provide the Siletz Tribes' many service departments with a framework for the proper management of their records.

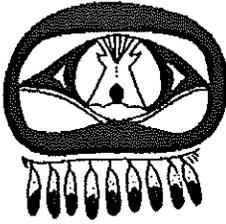
The Tribe supports funding of this proposal and looks forward to participating in the resulting tribal archives and records management training institute.

Sincerely,

Brenda Bremner
General Manager



JUL 30 2010



LEGISLATIVE COMMISSION ON INDIAN SERVICES

167 State Capitol
Salem, Oregon 97310-1347
(503) 986-1067 • Fax (503) 986-1071

Executive Director: Karen.m.quigley@state.or.us
Commission Assistant: Cassandra.ferder@state.or.us

July 26, 2010

LSTA Advisory Council
Library Development Services
Oregon State Library
250 Winter St., NE
Salem, OR 97301-3950

Dear LSTA Council Members:

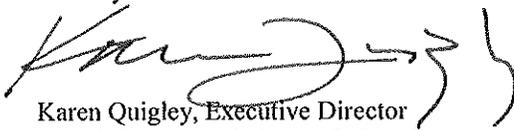
As Executive Director of the State of Oregon's Legislative Commission on Indian Services (LCIS), please allow me to express support for Oregon State University's proposal for a grant to provide a Tribal Archives/Records Management Training Institute. For thirty-five years LCIS has had statutory responsibility to monitor state agencies as they relate to Oregon's federally recognized Tribes and make recommendations for improvement. Over the fifteen years I have been in this position there have been numerous discussions about the essential role state institutions can play in terms of providing technical assistance and training to assist Tribes to improve the delivery of services that will improve life in tribal communities. Certainly this grant proposal could be a significant way to assist in that effort.

Of importance, the State of Oregon has in place a long-term process of promoting effective communication, partnership and relationship-building with Oregon Tribes that should increase the likelihood of success for this Training Institute. Oregon State University in general and Larry Landis and the OSU Library team in the particular case of this training proposal, are aware of how to conduct effective planning with tribal representatives, how to produce useful surveys of tribal needs, how to engage tribal presenters/lecturers and how to interact with tribal representatives to assure a high level of participation in a training institute and ultimately, a high level of acquisition of skills in archiving and records management.

I would respectfully ask for a favorable response to this grant application and would look forward to providing the Tribal Leaders and legislator-members of LCIS on-going updates on how the Training Institute is progressing.

Please feel free to contact me if there is additional information you require.

Thank you.



Karen Quigley, Executive Director
Legislative Commission on Indian Services

cc: LCIS Members



LEGISLATIVE COMMISSION ON INDIAN SERVICES

167 State Capitol
Salem, Oregon 97310-1347
(503) 986-1067 • Fax (503) 986-1071

Executive Director: Karen.m.quigley@state.or.us
Commission Assistant: Cassandra.ferder@state.or.us

July 26, 2010

TO WHOM IT MAY CONCERN:

As Executive Director of the State of Oregon's Legislative Commission on Indian Services (LCIS), please allow me to express support for Oregon State University's proposal for a grant to provide a Tribal Archives/Records Management Training Institute. For thirty-five years LCIS has had statutory responsibility to monitor state agencies as they relate to Oregon's federally recognized Tribes and make recommendations for improvement. Over the fifteen years I have been in this position there have been numerous discussions about the essential role state institutions can play in terms of providing technical assistance and training to assist Tribes to improve the delivery of services that will improve life in tribal communities. Certainly this grant proposal could be a significant way to assist in that effort.

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Please feel free to contact me if there is additional information you require.

Thank you.

/s/

Karen Quigley, Executive Director
Legislative Commission on Indian Services

cc: LCIS Members



Smithsonian
National Museum of the American Indian

August 10, 2010

Library Services and Technology Act Advisory Council
Library Development Services
Oregon State Library
250 Winter Street, NE
Salem, OR 97301-3950

Dear Ms. Evensen and Members of the LSTA Advisory Council:

On behalf of the Smithsonian Institution's National Museum of the American Indian Archive Center, I write in enthusiastic support of Oregon State University Libraries' LSTA proposal (FFY 2011), *Development and Management of Oregon's Tribal Archives*, for developing a tribal archives and records management training institute.

The development of an in-depth archives and records management training for Oregon's nine federally recognized tribes is exactly the type of project that NMAI seeks to support and partner with to ensure that Native communities have the necessary training and tools to preserve their cultural heritage and history. This project will serve as an excellent example of how conducting tribal archive training at the state-level ensures that tribal members do not have to travel far from their home lands. Furthermore, by conducting on-site visits and hosting the institute locally, each tribe will be guaranteed to obtain training for their specific archival and records management needs to either establish a tribal archives program or for furthering the development of an existing program.

By funding this grant, the state of Oregon will serve as a strong leader of innovation through supporting collaboration and cooperation among Oregon's tribal and non-tribal archival repositories. The institute will further the work that many tribes have begun in preserving and making accessible tribal community records that document each tribes' rich and complex heritage, which in turn also tells a fuller history of the state of Oregon.

The NMAI Archive Center strongly supports this project and looks forward to assisting in any way possible, including planning, development, and training. We are excited by the prospect of being involved with such an important and innovative endeavor, both in terms of its value to Native communities and their history, as well as the collaborations that can be created between tribal members and Oregon's archival repositories.

Sincerely,

A handwritten signature in cursive script that reads "Jennifer R. O'Neal".

Jennifer R. O'Neal
Head Archivist

Archive Center

Cultural Resources Center | 4220 Silver Hill Road | Suitland, MD 20746 | 301.238.1400 | Fax 301.238.3038
NMAIArchives@si.edu | www.nmai.si.edu

COLLEGES AND UNIVERSITIES RATE AGREEMENT

EIN #:

DATE: November 1, 2007

INSTITUTION:
Oregon State University
Finance And Administration
640 Kerr Administration
Corvallis

FILING REF.: The preceding
Agreement was dated
September 22, 2006

OR 97331-2156

The rates approved in this agreement are for use on grants, contracts and other agreements with the Federal Government, subject to the conditions in Section III.

SECTION I: FACILITIES AND ADMINISTRATIVE COST RATES*

RATE TYPES: FIXED FINAL PROV. (PROVISIONAL) PRED. (PREDETERMINED)

TYPE	EFFECTIVE PERIOD		RATE (%)	LOCATIONS	APPLICABLE TO
	FROM	TO			
PRED.	07/01/09	06/30/10	46.2	(1) On-Camp.	Organized Research
PRED.	07/01/09	06/30/10	26.0	(1) Off-Camp	Organized Research
PRED.	07/01/09	06/30/10	33.8	(1) On-Camp.	All Other Spon Acts
PRED.	07/01/09	06/30/10	26.0	(1) Off-Camp	All Other Spon Acts
PRED.	07/01/09	06/30/10	30.0	(2) On-Camp.	Vessel Operations
PROV.	07/01/10	UNTIL AMENDED	Use same rates and conditions as those cited for fiscal year ending June 30, 2010.		

***BASE:**

(1) Modified total direct costs, consisting of all salaries and wages, fringes benefits, materials and supplies, services, travel, and subgrants and subcontracts up to the first \$25,000 of each subgrant or subcontract (regardless of the period covered by the subgrant or subcontract). Equipment, capital expenditures, charges for patient care and tuition remission, rental costs, scholarships, and fellowships as well as the portion of each subgrant and subcontract in excess of \$25,000 shall be excluded from modified total direct costs.

(2) Direct salaries and wages including vacation, holiday, and sick pay but excluding other fringe benefits.

INSTITUTION:
Oregon State University

AGREEMENT DATE: November 1, 2007

SECTION II: SPECIAL REMARKS

TREATMENT OF FRINGE BENEFITS:

This organization charges the actual cost of each fringe benefit direct to Federal projects. However, it uses a fringe benefit rate which is applied to salaries and wages in budgeting fringe benefit costs under project proposals. The fringe benefits listed below are treated as direct costs.

TREATMENT OF PAID ABSENCES:

Vacation, holiday, sick leave pay and other paid absences are included in salaries and wages and are claimed on grants, contracts and other agreements as part of the normal cost for salaries and wages. Separate claims for the costs of these paid absences are not made.

DEFINITION OF OFF-CAMPUS

The off-campus rate will apply to sponsored projects performed in facilities which are not owned or leased by OSU, or where rent of facilities is directly allocated to the project as an approved direct cost. Where a project occurs at both on-campus and off-campus locations, the appropriate rate will be applied to each portion.

DEFINITION OF EQUIPMENT

Equipment is defined as tangible nonexpendable personal property having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit.

The following fringe benefits are treated as direct costs:

FICA, PERS, MEDICAL/DENTAL/LIFE INSURANCE, LIABILITY INSURANCE, UNEMPLOYMENT & LONG-TERM DISABILITY INSURANCE, STATE ACCIDENT INSURANCE FUND, EXECUTIVE DEPARTMENT PERSONNEL DIVISION AND EMPLOYEE RELATIONS BOARD ASSESSMENT.

INSTITUTION:
Oregon State University

AGREEMENT DATE: November 1, 2007

SECTION III: GENERAL

A. LIMITATIONS:

The rates in this Agreement are subject to any statutory or administrative limitations and apply to a given grant, contract or other agreement only to the extent that funds are available. Acceptance of the rates is subject to the following conditions: (1) Only costs incurred by the organization were included in its facilities and administrative cost pools as finally accepted; such costs are legal obligations of the organization and are allowable under the governing cost principles; (2) The same costs that have been treated as facilities and administrative costs are not claimed as direct costs; (3) Similar types of costs have been accorded consistent accounting treatment; and (4) The information provided by the organization which was used to establish the rates is not later found to be materially incomplete or inaccurate by the Federal Government. In such situations the rate(s) would be subject to renegotiation at the discretion of the Federal Government.

B. ACCOUNTING CHANGES:

This Agreement is based on the accounting system purported by the organization to be in effect during the Agreement period. Changes to the method of accounting for costs which affect the amount of reimbursement resulting from the use of this Agreement require prior approval of the authorized representative of the cognizant agency. Such changes include, but are not limited to, changes in the charging of a particular type of cost from facilities and administrative to direct. Failure to obtain approval may result in cost disallowances.

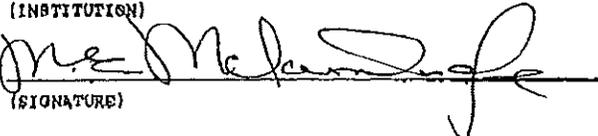
C. FIXED RATES:

If a fixed rate is in this Agreement, it is based on an estimate of the costs for the period covered by the rate. When the actual costs for this period are determined, an adjustment will be made to a rate of a future year(s) to compensate for the difference between the costs used to establish the fixed rate and actual costs.

D. USE BY OTHER FEDERAL AGENCIES:

The rates in this Agreement were approved in accordance with the authority in Office of Management and Budget Circular A-21 Circular, and should be applied to grants, contracts and other agreements covered by this Circular, subject to any limitations in A above. The organization may provide copies of the Agreement to other Federal Agencies to give them early notification of the Agreement.

BY THE INSTITUTION:
Oregon State University

(INSTITUTION)


(SIGNATURE)

Mark E. McCambridge

(NAME)

Vice President for Finance & Administration

(TITLE)

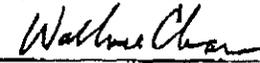
11/02/07

(DATE)

ON BEHALF OF THE FEDERAL GOVERNMENT:

DEPARTMENT OF HEALTH AND HUMAN SERVICES

(AGENCY)



(SIGNATURE)

Wallace Chan

(NAME)

DIRECTOR, DIVISION OF COST ALLOCATION

(TITLE)

November 1, 2007

(DATE) 2093

HHS REPRESENTATIVE: Janet Turner
Telephone: (415) 437-7820
