



FDM 26-30-1 Introduction

November 17, 2010

For historic preservation professional services conducted on Tribal lands, qualification requirements may change from those provided below. To determine whether Tribal laws or policies require any additional qualifications for professionals conducting these services on Tribal lands, consult the THPO/Designated Tribal Representative.

FDM 26-30-5 History/Architecture

November 17, 2010

These qualifications are for consultant historians who are IDENTIFYING ([FDM 26-5-4](#)) or EVALUATING ([FDM 26-5-5](#)) potentially historic houses, buildings, bridges, or other structures. They apply to ALL projects subject to Section 106 of the National Historic Preservation Act. Project managers must take care to verify the qualifications of consultant historians.

5.1 Required Education and Training

The following requirements must be met:

- A graduate or professional degree in historic preservation, architectural history, historic architecture, or related field, OR a bachelor's degree in historic preservation, architectural history, historic architecture, or related field, with an emphasis in U.S. History AND two years of full-time experience. A related field might be "public history, with a focus on architecture in the United States." Anthropology and archeology are not considered "related fields" for the purposes of this qualification.
- Completion of an introductory course in the provisions of Section 106 such as offered by the ACHP, National Preservation Institute (NPI), or other recognized agency.

5.2 Required Experience

Preparation of Section 106 documents for architectural/historical resources, such as Reconnaissance Surveys, Determinations of Eligibility, or nominations to the National Register of Historic Places is required.

5.3 Desirable Education/Training

The following is desirable:

- An advanced course in preparing agreement documents under Section 106.
- Annual FHWA/SHPO/WisDOT workshop for consultant historians
- Training in Tribal Consultation and Tribal Sensitivity Training if working on federal lands or Tribally owned lands in trust, reservation, or allotted status, or ancestral lands.

5.4 Desirable Experience/Knowledge

- Preparation of effect and mitigation documents, including: Finding of No Adverse Effect; Documentation for Consultation; Memorandum of Agreement; 4(f) Evaluation
- Understanding of the design and construction procedures for WisDOT projects.
- Use of databases, such as the Wisconsin Historic Preservation Database (WHPD), also referred to as the Architectural History Inventory (AHI)
- Use of regional or statewide resource evaluation studies, such as Cultural Resource Management in Wisconsin
- Experience in working with Tribes on federal lands or Tribally owned lands in trust, reservation, or allotted status, or ancestral lands
- Experience in conducting oral interviews to obtain and document historic features, sites, and characters

5.5 Other Skills

Is it also desirable for the consultant historian to have superior oral and written communication skills

For more information, contact the WisDOT staff historian at the Bureau of Technical Services, (608) 266-0369.

5.6 Job Titles

5.6.1 Professional in Architectural History

The following requirements are those used by the National Park Service and have been previously published in the Code of Federal Regulations, 36 CFR Part 61. The minimum professional qualifications in architectural

history are a graduate degree in architectural history, historic preservation, or a closely related field, with coursework in American architectural history, or a bachelor's degree in architectural history, art history, historic preservation, or a closely related field plus one of the following:

- At least two years of full-time experience in research, writing, or teaching in American architectural history or restoration architecture with an academic institution, historical organization, or other professional institution; or
- Substantial contribution through research and publication to the body of scholarly knowledge in the field of American architectural history.

5.6.2 Professional in Historic Architecture

The following requirements are those used by the National Park Service and have been previously published in the Code of Federal Regulations, 36 CFR Part 61. The minimum professional qualifications in historic architecture are a professional degree in architecture or a State license to practice architecture, plus one of the following:

- At least one year of graduate study in architectural preservation, American architectural history, preservation planning, or a closely related field; or
- At least one year of full-time professional experience on historic preservation projects.
- Such graduate study or experience shall include detailed investigations of historic structures, preparation of historic structures research reports, and preparation of plans and specifications for preservation projects.

5.6.3 Qualified Consultant Historian

Performs identification, documentation, and evaluation of historic resources; applies National Register of Historic Places criteria to determine the significance and integrity of historic resources; prepares survey reports, performs historical research. Consultants must meet the requirements of a professional in History, Architectural History, and/or Historic Architecture used by the National Park Service and previously published in the code of Federal Regulations, 36 CFR Part 61.

5.6.4 Professional in History

The following requirements are those used by the National Park Service and have been previously published in the Code of Federal Regulations, 36 CFR Part 61. The minimum professional qualifications in history are a graduate degree in history or a closely related field; or a bachelor's degree in history or a closely related field plus one of the following:

- At least two years of full-time experience in research, writing, teaching, interpretation, or other demonstrable professional activity with an academic institution, historic organization or agency, museum, or other professional institution; or
- Substantial contribution through research and publication to the body of scholarly knowledge in the field of history.

FDM 26-30-10 Anthropology/Archaeology

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Consultants in anthropology and archaeology must meet the Professional Qualification Standards in the Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation (URL: http://www.nps.gov/history/local-law/Prof_Qual_83.htm).

10.1 Required Education and Training

The minimum professional qualifications in archaeology are a graduate degree in archaeology, anthropology, or a closely related field plus:

1. At least one year of full-time professional experience or equivalent specialized training in archeological research, administration, or management;
2. At least four months of supervised field and analytical experience in general North American archeology; and
3. Demonstrated ability to carry research to completion.

In addition to these minimum qualifications, a professional in prehistoric archaeology shall have at least one year of full-time professional experience at a supervisory level in the study of archaeological resources of the prehistoric period. A professional in historic archaeology shall have at least one year of full-time professional experience at a supervisory level in the study of archaeological resources of the historic period.

In addition to these qualifications, an archaeologist excavating human burial sites shall have received prior approval from the Director of the Wisconsin Historical Society as required by Wis. Stats. § 157.70(1) (i) and HS 2.04(6).

10.2 Required Experience

The following experience is required:

- Familiarity with Section 106, ARPA, and other laws, regulations, policies, and guidelines related to historic preservation
- Preparation of Section 106 documents for archaeological/historical resources, such as Reconnaissance Surveys, Determinations of Eligibility/National Register of Historic Places nominations form
- Familiarity with the Wisconsin Archeological Survey's *Guidelines for Public Archeology in Wisconsin*

10.3 Desirable Education/Training

Training in Tribal Consultation and Tribal Sensitivity Training if working on federal lands or Tribally owned lands in trust, reservation, or allotted status, or ancestral lands is desirable.

10.4 Desirable Experience/Knowledge

The following experience/knowledge is desirable:

- Preparation of effect-related and mitigation documents, including: Finding of No Adverse Effect; Documentation for Consultation; Memorandum of Agreement; 4(f) Evaluation
- Understanding of the design and construction procedures for WisDOT projects.
- Use of databases, such as the Wisconsin Historic Preservation Database (WHPD), also referred to as the Archaeological Sites Inventory (ASI)
- Use of regional or statewide resource evaluation studies, such as *Cultural Resource Management in Wisconsin*
- Experience in working with Tribes on federal lands or Tribally owned lands in trust, reservation, or allotted status, or ancestral lands
- Experience in conducting oral interviews to obtain and document historic sites, and characters

Note: Conducting oral history interviews may require specialized/formal training.

FDM 26-30-15 Tribal Experts

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15.1 The Roles of Indian Tribes in the Section 106 Process

Section 106 requires that historic properties of significance to Indian Tribes be given full consideration in the federal planning process. The Section 106 regulations require agencies, when identifying historic properties, to seek information from Indian Tribes on those properties that have religious and cultural significance to them and to consult with Indian Tribes throughout the Section 106 Process regarding historic properties (eligible or potentially eligible) both on their tribal reservation lands and on their ancestral lands regardless of current ownership status. During such consultations, the Indian Tribe may discharge two different but closely related and essential functions that of tribal expert, and that of a consulting party.

WisDOT recognizes that Indian Tribes and traditional religious leaders have unique expertise regarding the places of traditional religious and cultural importance to the Tribes. Indian Tribes and traditional religious leaders are the best and most reliable, often the sole, source of information about such places. The knowledge and expertise of ethnographers, archaeologists, or other cultural professionals, in-depth literature reviews, etc., are no substitute for the direct expertise of the Tribe and the Tribe's traditional religious leaders.

15.2 Tribal Selection of Tribal Experts with Proper Qualifications

Tribal experts can only be retained through direct consultation with the Indian Tribe(s). Tribal experts may be traditional religious leaders, elders, storytellers, language experts, Tribal curators, Tribal museum staff, THPOs, general cultural resource experts, Native American Graves Protection and Repatriation Act (NAGPRA) representatives, ground-penetrating radar (GPR) experts, Tribal archaeologists, Tribal ethnographers, etc.

The THPO or Designated Tribal Representative will be responsible for identifying the Tribal expert(s) and providing WisDOT with the Tribal expert's name and contact information.

15.3 Tribal Expert Services May Include but Are Not Limited to the Following

WisDOT may seek the assistance of a Tribal expert to assist with identification of historic properties through oral tradition, ceremonial knowledge, on-site assessments, and field survey. Assistance may also include evaluation and authentication of historic properties. During mitigation it may be necessary to provide an on-site Tribal monitor to ensure appropriate care and treatment of cultural materials that may be impacted during construction. (Refer to FDM 26-20 regarding compensable services)

15.4 Ethnographers

Refer to Appendix II, Professional Qualifications: Ethnography, Guidelines for Evaluating and Documenting

Traditional Cultural Properties (formerly National Register Bulletin 38) (URL: <http://www.nps.gov/history/nr/publications/bulletins/nrb38/>).

Basic qualifications include but are not limited to:

1. Language skills: It is customarily important to talk in their own language with those who may ascribe value to traditional cultural properties. While ethnographic fieldwork can be done through interpreters, ability in the local language is always preferable.
2. Interview skills, for example:
 - ability to approach a potential informant in his or her own cultural environment, explain and if necessary defend one's research, conduct an interview and minimize disruption, elicit required information, and disengage from the interview in an appropriate manner so that further interviews are welcome
 - ability to create and conduct those types of interviews that are appropriate to the study being carried out, ensuring that the questions asked are meaningful to those being interviewed, and that answers are correctly understood through the use of such techniques as translating and back-translating. Types of interviews normally carried out by ethnographers, one or more of which may be appropriate during evaluation and documentation of a traditional cultural property, include:
 - semi-structured interview on a broad and/or narrow topic
 - structured interview on a well defined specific topic; open ended life history/life cycle interview
 - genealogical interview
3. Skill in making and accurately recording direct observations of human behavior, typically including:
 - ability to observe and record individual and group behavior in such a way as to discern meaningful patterns
 - ability to observe and record the physical environment in which behavior takes place, via photography, mapmaking, and written description
4. Skill in recording, coding, and retrieving pertinent data derived from analysis of textural materials, archives, direct observation, and interviews. Proficiency in such skills is usually obtained through graduate and post-graduate training and supervised experience in cultural anthropology and related disciplines, such as folklore/folk life.