



Subgrant solicitation - FY2019 Underrepresented Communities Grant (NPS)
Nevada NSHPO
Historic Context – Women’s History in Nevada

Summary

Your company is invited to submit a proposal to this office to complete a Historic Context for women’s history in Nevada. The Nevada State Historic Preservation Office (NSHPO) has received a federal grant through the National Park Service’s Underrepresented Communities Grant Program, and is seeking a qualified grant subrecipient to complete the grant deliverables. Companies that submit a proposal should be prepared to comply with the terms and conditions of receiving federal funding, and the requirements of federal and Nevada state contracting as part of this project.

Proposal Prompt

Companies submitting proposals should include the following information:

- An estimate of costs to complete the grant deliverables, outlined below, including a breakout and explanation of costs such as professional staff, travel, research costs, etc.
- Documentation, including a C.V. (curriculum vitae) or résumé, confirming that the principal investigator for the project meets the *Secretary of the Interior’s Professional Qualification Standards* in the fields of either History or Architectural History.
- Information addressing the following priorities for selecting a recipient, which will be used by this office in its scoring of proposals:
 - Experience drafting Historic Contexts consistent with the *Secretary of the Interior’s Standards for Historic Preservation and Archeology*.
 - Experience in evaluating resources for the National Register of Historic Places, including approved nominations drafted by the subrecipient.
 - Experience researching and writing women’s history, especially in the western United States.
 - Experience completing successful public outreach as part of a research or planning project, especially to historically underrepresented communities.
 - Experience engaging and/or sub-contracting with local experts who meet the *Secretary of the Interior’s Professional Qualification Standards* in preservation-related fields.

Project Scope:

The objective of this project is to complete a Historic Context on women’s history in Nevada, emphasizing the suffrage movement. If selected for this project, a subrecipient should be prepared to:

- Conduct primary source research at relevant archives, including the University of Nevada, Reno, the University of Nevada, Las Vegas, the Nevada State Library and Archives, repositories of the Division of Museums and History (including the Nevada Historical

Society), and relevant local repositories that may have resources pertaining to important women’s history, emphasizing the suffrage movement.

- Conduct outreach to women’s organizations in Nevada, including the Women in Nevada History Project and the Nevada Commission on Women, to assist with research and identification of significant properties.
- Draft and finalize an historic context on women’s history in the state, emphasizing suffrage and women in leadership. The context must be consistent with the U.S. Secretary of the Interior’s Standards and Guidelines for Archaeology and Historic Preservation, including Planning, Identification, and Evaluation. The guidelines for the preparation of an historic context can be found on the NPS website at: <http://www.nps.gov/hps/pad/PlngStds/develhc.htm>.

The Subrecipient shall determine which sub-themes (Government/Politics, Social History, Commerce, etc.) are sufficiently documented to be included in the context. Sub-themes that are not adequately documented in the historical record, or for which documentation is unavailable, can be identified as areas for future research at the subrecipient’s discretion.

- As part of the report, identify and define property types that best express women’s history in Nevada, and make preliminary recommendations on the types of resources that may be eligible for the National Register of Historic Places.
- If the subrecipient identifies any buildings, structures, objects, sites, or districts that highlight the narrative, these resources will be identified in the property types section along with a very brief description of their current condition.
- Draft additional documentation regarding the women’s suffrage movement and other significant women’s history that occurred in the Nevada State Capitol or on the capitol grounds that contributes to the property’s eligibility for the National Register. Identify if the existing listing is recommended for amendment to include new areas or periods of significance pertaining to women’s history.
- (Optional addition) – If project time and funding permit, the consultant may be tasked with drafting a complete or partial National Register nomination for one or several sites identified in the Historic Context as recommended candidates for the National Register.

Deliverables:

1. The subrecipient will produce a Historic Context for women’s history in Nevada, emphasizing the suffrage movement. The subrecipient will submit three versions of the final report, including one (1) hard copy, one (1) digital version in PDF format, and one (1) digital version in a standard word-processing format (.doc, .docx). If GIS data is produced as part of the project, copies of this data will be submitted to the NSHPO in a format that complies with current, applicable federal data standards.

2. A draft of additional documentation for the Nevada State Capitol’s National Register documentation pertaining to the topic of women’s history in the same three-version format outlined for the Context. The calendar for submitting this deliverable will be negotiated between the subrecipient and the NSHPO.
3. (Optional) Other National Register products can be added as time and funding permit, after agreement by both the NSHPO and the subrecipient.

Notes

The subrecipient understands that the final product will be a public document, and that the NSHPO and the NPS retain all rights to reprint or reuse the final document at their discretion.

All deliverables will be inspected for content, completeness, accuracy and conformance to the requirements specified in the subgrant. The subrecipient will be expected to correct errors, omissions, or other issues with deliverables identified by NSHPO. Failure to make the NSHPO’s requested changes may lead to a hold on a requested reimbursement of expenses from the subrecipient.

Project Calendar (Preliminary)

A project calendar with dates and deliverables will be negotiated as part of the awarding process between the NSHPO and the subrecipient. The subrecipient is expected to have all deliverables and project tasks submitted to the NSHPO, and all requests for payment submitted to the NSHPO, no later than **August 31, 2021**.

Project Location and Travel:

Office space will not be provided by the NSHPO as part of this subgrant. Travel will be necessary to visit all appropriate archives and collections, as the subrecipient deems necessary. The grant funding for this project includes limited funding for travel to historic sites and archives throughout the state. The subrecipient, at their discretion, shall seek reimbursement for all travel necessary to accomplish the project tasks, including mileage, lodging, per diem, research/photocopy fees, etc. NSHPO will reimburse all travel activities consistent with State of Nevada policy in effect at the time of travel upon the subrecipient’s submission of an adequately documented reimbursement claim. The subrecipient should remain aware of budget limitations on travel throughout the project.

News media:

The subrecipient shall not make available to the news media or publicly disclose any data generated in the performance of this work. When approached by the news media, the subrecipient shall refer them to the NSHPO for response.

Project Cost:

Project costs from the subrecipient shall not exceed \$45,000. Of this amount, \$41,600 has been set aside for consultant fees, \$2,300 set aside for travel, and \$1,100 set aside for research fees. These amounts are negotiable, with the overall total project cost not to exceed \$45,000. In

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addition, project costs from the subrecipient shall not exceed \$23,207.50 in any specific state fiscal year (July 1 to June 30).

Project Proposals and Contact/Communication

The NSHPO contact for this project is Kristen Brown, National Register Coordinator, reachable at knbrown@shpo.nv.gov. All communications, questions, inquiries, etc., regarding this solicitation should be sent to the project contact **in writing. No questions or inquiries about this solicitation will be entertained over the phone or in person.**

Project proposals can be submitted electronically or mailed in hardcopy to the project contact at:

ATTN: Kristen Brown, NRHP Coordinator
Nevada State Historic Preservation Office
901 S. Stewart Street, Suite 5004
Carson City, NV 89701

Proposals can be submitted in simple memorandum format, and should clearly address the project scope, deliverables, and proposal prompt outlined in this solicitation above. Sample products directly demonstrating experience relating to the scope, deliverables, and prompt can be attached. Electronic submissions via e-mail are preferred.

To be considered for this solicitation, proposals must be received via e-mail or postmarked by **February 14, 2020.**