

Palau Historic Preservation Program

FOURTH ANNUAL EOY SUMMARY REPORT

HPF Grant No.: P14AF00120



Photo: Oublallang er a Ngerkelalk (Aimeliik terrace), Elechui, Aimeliik, © BCHP, 2002

2016

Fourth Annual EOY Summary Report
Fiscal Year 2013 Historic Preservation Fund Grant

HPF Grant No. P14AF00120 (70-13-51964)



By: Bureau of Cultural & Historical Preservation
Palau Historic Preservation Program

Ministry of Community and Cultural Affairs
Government of Palau

REPUBLIC OF PALAU
Freely Associated States of Micronesia

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FOURTH ANNUAL EOY SUMMARY REPORT
FY'13 Historic Preservation Fund Grant
Grant # P14AF00120 (70-13-51964)

I. PROGRAM OVERVIEW

The Fourth Annual EOY Summary Report of FY'13 HPF Grant Award summarizes the progress of programs, projects and activities implemented in the third year of the grant period from October 01, 2015 to September 30, 2016. This report summarizes those projects extended to September 30, 2016. The Fourth EOY Summary Report for this same year grant period is submitted on or before December 30, 2016 to the grantor of HPF Grant, US National Park Service.

The Bureau of Arts & Culture has changed its name to Bureau of Cultural & Historical Preservation through Executive Order No. 381. The Bureau is also known as Palau Historic Preservation Program is mandated by Title 19 of the Palau National Code and the US Historic Preservation Act of 1966 as amended, with responsibilities to survey, inventory, protect, and preserve Palau's tangible and intangible historical properties. The Bureau of Cultural & Historical Preservation continued to operate under the direction of the Ministry of Community and Cultural Affairs that falls within the Executive Branch of the National Government of the Republic of Palau, *see Appendix A - Organizational Chart of the Executive Branch, Government of the Republic of Palau.*

During this reporting period, Bureau operated with ten (10) staff members including five (5) full-time staffs funded by the Historic Preservation Fund Grant, five (5) full-time staffs funded by the Palau National Government, *see Appendix B - Organizational Chart of the Bureau of Cultural & Historical Preservation.* The staffs that who funded through the Historic Preservation Fund includes: (1) Deputy Historic Preservation Officer (Mr. Calvin Emesiochel), (2) Budget and Grants Manager (Ms. Marlene Theodore, until December 18, 2015) (3) Professional Cultural Anthropologist/Ethnographer (Ms. Meked Besebes), (4) Preservation Specialist I (Ms. Sylvia Kloulubak), (5) Preservation Specialist I (Ms. Moline Smaserui). Bureau staffs who are funded by Palau National Government are (1) Director/HPO (Sunny O.

Ngirmang), (2) Preservation Compliance Officer II (Mr. Errolflynn Kloulechad), (4) Archaeological Surveyor I (Derek T. Benjamin), (4) Historic Preservation Specialist III (Lynda Dee Tellames) and (5) Historic Preservation Specialist II (Ms. Filly Carabit). Ms. Smaserui was reassigned from research library temporarily to the administration to assist with secretarial task. The Director of BCHP/HPO (Ms. Sunny Ngirmang) is currently working on the process of hiring a new Administrative Assistant through Personnel Office of the Palau National Government.

The Bureau has objectives that are specified in the Workplan to continue the implementation of established programs including the Administration and Planning, Survey, Inventory and Project Review/Archaeology, Oral History and Ethnography Program, Palau Register Section, and Public Education, *see Appendix C - FY'13 Workplan*. In implementing the approved programs and projects, Bureau continued to strengthen the education and awareness of the public on the importance and need to preserve and protect the historical and cultural resources of Palau as well as Palau's cultural heritage for the benefit of our present and future generations, as well as our economical and sustainable development.

Bureau receives funding assistance from both the US National Park Service, Department of the Interior (Historic Preservation Fund Grant) and the Palau National Government. The Historic Preservation Fund Grant is granted to the Bureau of Cultural & Historical Preservation through Palau Community Action Agency (PCAA) as the grantee of Historic Preservation Fund Grant. Through a Delegate Agency Agreement, PCAA delegates the responsibility the financial aspect the approved programs and projects to the Delegate Agency as the Bureau of Cultural & Historical Preservation, *see Appendix D – Copy of Delegate Agency Agreement*.

Bureau of Cultural & Historical Preservation is very fortunate to have the sincere and continues support and advice of the 16-members of Palau Historical and Cultural Advisory Board and the 16-members of Society of Historians who conscientiously works to help the Bureau in carrying out its responsibilities.

A. PROGRAM AREA: ADMINISTRATION and PLANNING

The Administration and Planning aspect of the program operated with the support of

three staff members including the Director of the Bureau and Historic Preservation Officer (Ms. Sunny O. Ngirmang), Deputy Historic Preservation Officer (Mr. Calvin T. Emesiochel), Budget and Grants Manager (Ms. Marlene Theodore, until December 18, 2016), and Historic Preservation Specialist (Ms. Moline Smaserui, since 2006). Administration is tasked with responsibilities as follows: to govern and manage the overall program in Historic Preservation; and to ensure that all program areas carry out their responsibilities in accordance with applicable laws and regulations spelled out in PNC Title 19 Chapter 1 and US National Historic Preservation Act of 1966, as amended.

The Bureau sits in a number of committees as technical experts. These committees include the Protected Areas Network (PAN) Technical Committee, UXO (Unexploded Ordinance) Technical Working Group, Peleliu Historical Commission, Home Stead Inspection Team, Koror State Tour Guide Certification Program, NCD Coordinating Mechanism Working Group, Ad Hoc Committee on Climate Change, Palau National Committee for UNESCO, Kramer Translation Committee, and Ministry of Education's Pilot Project for Palauan Curriculum.

Overview

(a) Personnel. The Director and Palau HPO (Ms. Sunny O. Ngirmang) remained on board to carry out the duties and responsibilities of the Bureau. The other three staffs in the Administration and Planning Section includes the Deputy HPO, Budget and Grants Manager, and the Historic Preservation Specialist.

(b) Staff Meetings: The Bureau continued to conduct its regular and special staff meetings to ensure that planned and approved programs and projects funded by FY'13 HPF Grant are carried out satisfactorily in a timely manner. The staff meeting is set for every first Friday of the month. Also in these meetings, other issues relating to the Bureau and its personnel and operation are discussed. At this time the staff meeting is very crucial to keep everyone informed on daily operations of the program and to address many issues raised in the community, funding opportunities, events, and other historic preservation activities that might have a direct or indirect interest of the Bureau.

(c) Purchase of Equipment: The Bureau is fortunate to have financial support from the Historic Preservation Grant Fund that provides the opportunity to secure key equipment and supplies for each of the sections of the Bureau, thus allows the staff to work efficiently. Under the FY'13 HPF grant, one of the approved projects is Phase II of the Historic Properties Inventory Assessment. This project enabled the office to procure equipment essential for the operations of the Survey and Inventory/Archaeology Section. In addition, an earmarked \$15,000.00 was used to upgrade the section's GIS and Access Database with the latest ArchGIS software, new high quality desktop computer, and GPS. *See Appendix E – SF428s of Tangible Property Report.*

(d) Administrative Cost for HPF Grantee: The Palau Community Action Agency (PCAA) continues to serve as a Grantee of the Historic Preservation Fund Grant while the Bureau of Cultural & Historical Preservation continues to serve as a Delegate Agency. As agreed, the Grantee of HPF Grant, PCAA was paid at a rate of 15.50% as an Administrative Cost for rendering administrative services in keeping proper accountability of HPF Grant. The progress of this matter will be reported in the Fourth Annual EOY for FY'13 HPF Grant that is due on or before December 30, 2016.

e) Travel. Within the current fiscal year beginning October 01, 2015 to September 30, 2016, couple of travels was made to attend the meetings which had a direct working link with the Bureau. The first meeting was 2015 Section 106 Training Seminar Series in Hawaii in which was attended by Director/HPO and Deputy/HPO; 2016 Archaeological Field Technician Training in Pohnpei State, FSM from July 18-29, 2016 attended by Director/HPO, Deputy/HPO, Compliance Officer, and Archaeological Surveyor.

(f) Special Projects approved under FY'13 HPF Grant. These were implemented beginning October 1, 2012 to September 30, 2016. The projects are as follows:

1. **Project #1: Palau Historic Preservation Plan, Phase II – extended to Sept 30, 2017**
2. **Project #2: Ngatpang Interior Archaeological Survey – complete.**
3. **Project #3: Production and Printing of 2015 Palauan and English Calendars – complete.**
4. **Project #4: Inventory Assessment Project (Phase II) – complete.**

5. Project #5: Review and Compliance – **complete.**
6. Project #6: Project # 1: “*Ngklel a Beluu er a Belau er a Rechuodel: Ngar er a Ked el mo er a Chelemoll* (Traditional Place Names of Palau: From Ridge to the Reef)” – **complete.**
7. Project # 7: Draft Ngatpang Oral History Report – **complete.**
8. Project #6: Site Rehabilitation and Conservation – **complete.**
9. Project #7 Nomination and Identification of 5 Highly Significant Properties – **complete.**
10. Project #9: 2-Day Symposium on Historic Preservation – **complete.**
11. Project #10: Bureau of Cultural & Historical Preservation/Palau Historic Preservation Office Public Meeting and Awareness – **complete.**

(g) Website for the Bureau. Website is planned under FY’14 Special Project. This project was extended in July 2015 and has been approved by NPS on February 02, 2016. This project was later extended to September 30, 2017. Because of the renovation at the Civic Center, where the HPO is housed, it was best to table the project until the new building was complete and new wiring of telecommunication and internet be installed. According to our 5-Year Historic Preservation Plan, it is imperative that the office invest in a server to back-up and store the volumes of files, photographs, and electronic documents for safe keeping in case the computer system crashes.

(h) Proposed Reclassification for Bureau’s Positions: The office will be proposing a reclassification as part of the four-year plan as the government commences its second term under the same President. This reclassification is essential because some of the positions have been obsolete and needs revision. Salary should be readjusted as well. The office is also planning to move HPF funded staff to the local government funding. This will open up HPF grant for more project opportunities and activities hence reduction of the Indirect Cost paid to Palau Community Action Agency.

(i) Photo of HPF Vehicles: The HPO office is currently operating with three (3) vehicles: One (1) 2016 Toyota Tacoma 4x4, One (1) 4-door Nissan X-Trail (SUV) and One (1) 4-door Mazda Demio. Under FY’13 grant, NPS approved the use of unexpended Professional Service Funds towards the purchase of an office boat to be used for project review and compliance, site visits and monitoring, and survey. The office also received fund increment of

\$60,000.00 under FY'14 towards the purchasing of new survey vehicle. The Toyota Tacoma was purchased using HPF FY'14 funds while the other two vehicles were purchased by local government funding. The Nissan X-Trail has been operating poorly and the office has been spending funds for maintenance. It is in the best interest of the office that the Nissan X-Trail to be surveyed out and a new replacement vehicle be purchased. *See Appendix F – Photo of HPF Vehicles and Boat.*

2. Ongoing Tasks:

(a) Required Publicity of Programs of FY'13 HPF Grant: The BCHP conducts community meetings in the way of Town Hall meetings, newspaper ads, and radio Talk Show to avail the public with HPF funded programs and activities.

(b) Training, Workshops, and Conferences: During Fiscal Year FY'13 beginning October 01, 2012 and extended to September 30, 2016, there was one NPS sponsored training to attend the Climate Change Conservation Archaeology Training in Saipan and the Annual MEHP/NPS Consultation meeting in Guam. Funding from the Palau National Government funded trip for UNESCO World Heritage Management Training in Suva, Fiji that was attended by Director/HPO and Deputy HPO. UNESCO funds funded another meeting that was attended by Director/HPO, Deputy HPO, Ms. Remurang Rengulai of Airai State Government and Dr. Scott Fitzpatrick to attend a World Heritage Management Workshop in Yap, FSM. Funding from ICHCAP, Palau National Government, and other grants funded a trip to an ICH meeting in Pohnpei, FSM followed by an Underwater Cultural Heritage Conference in Honolulu that were attended by Director/HPO and Deputy HPO. The Republic of China funded a trip for training on indigenous culture at Taiwan that was attended by Deputy HPO. UNESCO funded two Palau HPO staff (Sylvia Kloulechad and Filly Carabit) to attend training on Intangible Cultural Heritage in Beijing, China. ICHCAP funded a trip for an editors meeting of and ICH project that was attended by Meked Besebes.

(c) Other Programs and Projects: Palau HPO is also involved in organizing Olechotel Belau Fair/Constitutional day events and other national holidays. The Bureau is also involved in the development of the Airai State Management Plan for their Yapese Quarry Site nomination

for UNESCO World Heritage Site. This year, the office was heavily involved in the organization of Team Palau to the Festival of Pacific Arts in Guam. The Bureau Director/HPO was appointed Secretariat of the Palau Delegation Committee in charge for the overall logistics, communication, and organization of the Team Palau to Guam.

(d) Renovation of Palau HPO Office: Taiwan Stimulus funds have been awarded to the office for office renovation beginning in 2016. The office relocated to the Capitol at Ngerulmud since July 2016 and will be using this space temporarily until March 2017.

(e) Palau Historical Preservation Plan, Phase II: The project was extended to September 30, 2017. The plan was executed in 2014 and early parts of 2015. The draft plan was submitted with the FY'15 EOY report. NPS has submitted comments to be incorporated with the HPP. This project was extended to September 30, 2017. This is the final project under FY'13 HPF Grant.

3. Incomplete Task(s):

(a) Hiring of Staff Archaeologist: Since 2014, the office had not hired a staff archaeologist since Ms. Suzanne Finney. The position remains vacant and the vacancy announcement is still posted in various websites. To date, there is no potential applicant that has approached the office or emailed to inquire about the position. The Bureau continues to advertise the position until the post is filled.

C. PROGRAM AREA: SURVEY AND INVENTORY/ARCHAEOLOGY

The Survey & Inventory and Project Review/Archaeology section conducted four (4) special projects under FY'13 HPF Grant No. 70-13-51964 beginning October 1, 2014 until September 30, 2015. The two of the four projects were completed on September 30, 2014. The final reports were sent on December 30, 2014. The projects include the production of the 2015 Palauan Calendar with English translation and Project Review and Compliance. The Ngatpang Interior Survey was extended to September 30, 2015 and was approved by NPS on August 12, 2014. The second phase of the Inventory Assessment, which is implementation, project was extended to September 30, 2016. The Ngatpang Archaeological Survey was sent along with the End of Year Report of 2015 and is still under NPS review.

This section operated with three staff members, the Deputy HPO, the Historic Preservation Specialist I/Archaeological Surveyor I, and Historic Preservation Specialist I/Preservation Compliance Officer II. The Historic Preservation Fund Grant funds the Deputy HPO (Mr. Calvin Emesiochel). The local Government funds the other Historic Preservation Specialist/Preservation Compliance Officer II (Mr. Errolflynn Kloulechad) and Surveyor I (Derek T. Benjamin). This section is charged with responsibilities to conduct the nationwide survey or state-by-state inventory of cultural and historic resources, review and compliance. It is also working with Palau Visitors Authority, Japan and U.S. Embassies in repatriate of their war dead, Ministry of State, Universities research and Palau National Commission for UNESCO in nominating cultural sites into World Heritage sites.

1. On-Going Task(s):

(a) Personnel: Mr. Calvin Emesiochel, Archaeological Surveyor III, resigned from the Palau HPO on March 01, 2013 leaving only one active staff, Preservation Compliance Officer I, Mr. Errolflynn Kloulechad. Mr. Calvin Emesiochel was rehired on January 27, 2014 as the new Deputy HPO. The position is also the Heads of the Section for Survey & Inventory/Archaeology. There is a new Archaeological Surveyor I (Derek T. Benjamin), hired to this section in July 2015.

(b) Archaeological Database. The Survey & Inventory/Archaeology Section continues to keep and maintain GIS and Access archaeological database. Staff continues to store or enter data into the archaeological database from recent archaeological surveys. During this temporary stay at the Ngerulmud Capitol Building, the GIS and Access database is not set up.

(c) Project Review and Compliance. This component of the work under this section is reported separately. This project is completed each year. On average, the office process about 360 historical clearance permits. A Project Review and Compliance Report was sent with this FY'15 EOY report in 2014.

(d) Other Programs and Projects. The Survey and Inventory Section lead a three week training course from November to December of last year, 2013 called the Palau Underwater

Archaeology Training through a grant from UNESCO. The section continues to work with the US and Japanese Governments in their efforts to locate, examine, and identify their fallen WWII soldiers to be repatriated to their country for proper burial.

1. Complete Task(s)

(a) Inventory Assessment Project (Phase II): This project was extended to September 2016. The project aims to implement the recommendations set forth in the phase one of the project. Expenditure report is with the Financial Report to be reported during this EOY period.

3. Incomplete Task(s):

(a) State-by-State Survey. The section continues with its interior survey of Babeldaob until all the states are completed. The interior states that have not been surveyed are Aimeliik and Airai. Once Babeldaob is completed, the section will begin its survey in the Rock Island.

D. PROGRAM AREA: ORAL HISTORY AND ETHNOGRAPHY

The Oral History and Cultural Preservation section operated with three (3) staff members who worked with the 16-member Society of Historians to develop the written histories, cultures, and traditional laws of Palau and their underlying principles for present and future generations.

The Bureau's staffs in this program area included the BCHP Cultural Anthropologist and Ethnographer (Ms. Meked Besebes, hired on December 23, 2013), the Historic Preservation Specialist (Ms. Sylvia Kloulubak) and Staff Historian (Ms. Lynda D. Tellames).

The Historians, who represent sixteen states in the Republic, are appointed by their respective state governments and are certified by the President of the Republic as experts in the history and cultures of Palau. The Historians with staff support of the Bureau record and publish the traditional laws, cultures of Palau for present and future generations, *see Appendix G – for Society of Historian member listing.*

1. On-Going Task(s):

(a) Personnel. The three staff under the section of Oral History and Ethnography remained

on board. Cultural Anthropologist and Ethnographer (Ms. Meked Besebes) remained on board along with her two staff, Assistant Ethnographer (Ms. Sylvia Kloulubak) and Staff Historian (Lynda D. Tellames).

(c) School Students' Field Trips. The staffs of the Oral History and Ethnography Section will continue to guide school students on field trips to visit historic sites. In the field trips, staffs give presentations by talking about the history and significance of sites.

(d) Society of Historians. The members of the Society of Historians continue to assist the Bureau and the Ministry of Community and Cultural Affairs to publish the oral histories and the traditional laws of Palau and their underlying principles for public education and reference on Palau's cultures and traditions. The office of the President awarded the Society of Historians with \$25,000 to hold in their education campaign. A summary report of their work is submitted with this EOY.

2. Complete Task(s):

(a) Special Projects. There was two Oral History Survey report under Fiscal Year 2013. The Draft Ngatpang Oral History Report and the Traditional Place Names: From Ridge to Reef that are products of the section was sent to NPS in 2014. The Bureau is still awaiting comments from NPS the status of the Oral History Reports of Peleliu, Melekeok, Ngchesar, Ngardmau, and Ngeremlengui States. During the NPS Consultation Meeting in Guam of this year, July 2014, NPS agreed that a Collection of Oral History of Palau-Yap Quarry is an eligible project to meet the required two projects a year for professional staff.

(b) “*Ngklel a Beluu er a Belau er a Rechuodel: Ngar er a Ked el mo er a Chelemoll (Traditional Place Names of Palau: From Ridge to the Reef)*”. The staff of the Oral History and Ethnography section with the assistance of the Society of Historians will compile record and publish information on oral histories, traditions and cultures for this year's draft booklet. This year, the draft report of Palauan and English booklet entitles “*Ngklel a Beluu er a Belau er a Rechuodel: Ngar er a Ked el mo er a Chelemoll (Traditional Place Names of Palau: From Ridge to the Reef)*” will be published in 300 copies. The Society of Historians will have two regular

sessions this year in order to complete the planned Palauan and English booklet. Their first regular session took place in April 2014. The second session was on July of 2014. HPF Grant will fund one sessions and the Palau Government will fund the second sessions. The Bureau may call special sessions, if necessary.

E. PROGRAM AREA: PALAU REGISTER OF HISTORIC PLACES

The Palau Register of Historic Places section operated with one staff, Historic Preservation Specialist III (currently vacant) that is primarily responsible for the task of Nomination and Registration of Potentially Eligible Sites, BCHP Reference Library, Project Review and Restoration and Development of Registered Sites. The Director/HPO continues to oversee the operations of this section until the position is filled by a qualified individual.

The Palau Historical and Cultural Advisory Board continue to perform its responsibilities as mandated by Title 19 Chapter 1 of the Palau National Code. The 16-member board consists of members representing each of the sixteen states in the Republic of Palau. Members of the Board are appointed by the President of the Republic of Palau with primary responsibility to advise the President, the Minister of Community and Cultural Affairs, and the Bureau of Cultural & Historical Preservation on matters relating to Historic Preservation. They are also tasked to solicit, review and approve nominations of highly significant sites for inclusion in the Palau Register of Historic Places, *see Appendix H – Palau Cultural & Historical Advisory Board member listing*.

1. On-Going Task(s):

(a) Nomination of Sites: The Board with the support of the Bureau's staffs continued to solicit nominations of sites for inclusion in the Palau Register of Historic Places. The Registrar of Palau Register prepares five (5) nominations of sites that will be reviewed by the Board in their annual meetings. The review of site nominations is usually from the deferred nominations of previous years or sites that are recommended by the community, state, and Board members.

(b) Personnel. The Historic Preservation Specialist III of Palau Register of Historic Places section of the Bureau is now vacant. The office will be opening a vacancy announcement for the position under local government funding. The Section's Librarian was assigned to the

Administration Section in 2006 to assist with secretary duties while Clerk Typist II (Ms. Filly Carabit) was assigned to be the new section head of the Public Education Section. Her personnel action became official in 2010.

(c) Protection of Registered Sites. Staff of the Palau Register continued to monitor registered sites to ensure their protection and preservation, *see Appendix I– List of Registered Sites*.

(d) Preparing nomination of Potentially Eligible Sites for Board to Review. Register’s staff continues to prepare nominations of sites for review and approval by the Palau Historical and Cultural Advisory Board. Five (5) nominations of sites will be prepared and ready for Board’s review in their upcoming meetings in 2017.

(e) Reference Library. Register’s staff will continue to keep and maintain the Reference Library that serves the needs of all the program areas in the Bureau. This Library also serves students and other people in the community for conducting their research on matters relating to Historic Preservation, archaeology, anthropology, etc.

2. Complete Task(s):

(a) Site Development and Restoration Project. The site selected for during this fiscal year 2013 was Beluu ra Ngeruikl in Ngchesar State. The project was extended to September 30, 2015 to allow time for the state to restore the site. The Completion Report for this project was sent with EOY report of 2015.

(b) Nomination and Identification of five (5) Highly Significant Sites and Translate into English. During this fiscal year, fifteen Board member terms expired. The letters requesting for appointments for new or reelecting the same Board member were sent to the respective state offices to begin the selection process of Board members. Bureau has yet to receive the new state appointees to the Board; therefore, the project was extended to September 30, 2016. To date, there are now seven members of the Board.

F. PROGRAM AREA: PUBLIC EDUCATION

(a) Personnel: Public Education section continues to operate with only one staff

member, Historic Preservation Specialist II (Ms. Filly Carabit). Ms. Carabit has currently occupied the Public Education Section on May 23, 2010 through the hiring process of the Palau National Government Personnel Office to foresee the duties and responsibilities of this program area. The office is looking into the hiring of a support staff to assist with the outreach program.

This section has primary responsibilities including public education and awareness, site visits; production of BCHP quarterly annual newsletters entitles “*Ibetel A Klebelau*”, publicity, educational workshops or conferences, and other related outreach activities.

2. On-going Task(s):

(a) Production of Quarterly-Annual Newsletters. The staff from Public Education section continues to develop and publish quarterly annual newsletters of the Bureau. In these newsletters, she continues to publicize the Program and its activities by making sure all the issues and concerns of Historic Preservation works is publicly known. The Quarterly Newsletter is disseminated electronically to our partners.

(b) 2-Day Annual Symposium on Historic Preservation. The Palau Historic Preservation Office hosts an annual symposium on Historic Preservation on culture in Palau. The purposes of the symposium are as follows: a) to continue serious discussion on how Palau’s natural, historical and cultural resources could be well protected and preserved for present and future generations; b) to build a closer working relationship or to build the needed partnership with all concerned stakeholders in order to fulfill responsibilities as mandated by applicable laws; c) to strengthen the ongoing dialogue and coordination among all the offices for their full support and assistance; d) an opportunity for the Bureau (Palau Historic Preservation Program) and its local partners to learn more of each other’s roles, responsibilities and requirements so that everyone will be able to carry out their related responsibilities accordingly.

This project was extended to September 30, 2015. Actual symposium was held the following year and the summary report was sent with the End of Year report in 2015.

2. Incomplete Task

(a) Town Hall Meetings: The Bureau will continue to conduct town hall meetings in

each state to ensure that the communities are informed about the activity of the office. The town hall meetings allow for public input, comments, and feedback on how the programs are being implemented. This also fulfills the grant requirement of public participation for federal funds.

(b) Radio Talk Shows: The office radio program became inactive for several years and it is imperative to bring back the program on a monthly basis. This engages more to the public and thus allows the public to call in during the live show if they have any questions on a particular activity or needing clarification of historical clearance.

II. FINANCIAL REPORTS

Submitted herewith, are

1. Expenditure Report of Administration/Operational Funds
2. Expenditure Report of Professional Funds
3. Expenditure Report for Special Funds
4. Expense Ledger for Administration/Operational Funds w/detailed Personnel Ledger
5. Expense Ledger for Professional Funds w/detailed Personnel Ledger
6. Expense Ledger for Special Projects Funds w/ detailed Personnel Ledger
7. Expense Ledgers for each of the ten (10) special projects

III. SPECIAL CONDITIONS STATUS REPORT

The special conditions for FY'13 HPF Grant are reported as follows:

For **Condition #1** – All Assurances of Compliance required by Chapter 7 of the HPF Grants Manual are to be submitted to NPS. Also the Grantee and its representative agree with the conditions and requirements of Office of Management and Budget (OMB) as basis for its operation and administration of the grant.

For **Condition #2** – The Grantee and its representative assured that none of the funds awarded are used to process any grant or contract documents which do not include the text of 18 U.S.C. 1913 prohibiting lobbying with appropriated funds.

For **Condition #3** – The Grantee and its representative will comply with this condition. We have inserted in the wordings of the Contract the concerned terms as “ *Employees, Review Board and agents must not use their positions for a purpose that is, or gives the appearance of being, motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business or other ties*”. In addition, the Bureau Director has formally informed all the employees of the Bureau, especially those who are funded by HPF Grant about this condition.

For **Condition #4** – The grantee and its representative will comply with this condition.

For **Condition #5** – The Grantee and its representatives as the Bureau of Cultural & Historical Preservation are free from conflict of interest.

For **Condition #6** – The Grantee and its representative assure the compliance of this condition.

For **Condition #7** – The Grantee and its representative will comply with this condition.

For **Condition #8** – The Grantee and its representative will comply with this condition.

For **Condition #9** – The Grantee and its representative have received Grant Agreement and will submit the completed SF270s that will accompany by supporting documentations of expenditures. In addition, all costs to be charged to this grant must be incurred by September 30, 2016 and also will be billed via SF270 no later than December 30, 2016.

For **Condition #10** - The Grantee and its representative will comply with this condition.

For **Condition #11** - The Grantee and its representative will comply with this condition.

For **Condition #12** - The Grantee and its representative will comply with this condition. The Delegate Agency Agreement is sent to NPS within 30 days of the grant award.

For **Condition #13** – The Grantee and its representative accept and agree to comply with this condition.

For **Condition #14** – The Grantee and its representative accept and agree to comply with this condition.

For **Condition #15** – The Grantee and its representative accept and agree to comply with this condition.

For **Condition #16** - The grantee or its representative will submit the required Final Project Outline Reports for each of the special projects or in-house projects on or before December 30, 2016. These reports will be sent with the Fourth Annual EOY Summary Report of FY'2013 HPF Grant on December 30, 2016.

For **Condition #17** – The grantee or its representative accept and agree to comply with this condition. The copy of the concerned Manual is available at the office for use when necessary.

For **Condition #18** – The grantee and its representative agrees and will comply with this condition.

For **Condition #19** – The grantee and its representative will comply with this condition. All extension and required financial report are sent before the deadline date.

For **Condition #20** – The Grantee and its representative accept and agree to comply with this condition.

For **Condition #21** – The Grantee and its representative will comply with this condition.

For **Condition # 22** – The Grantee and its representative will comply with this condition.

For **Condition #23** – The Grantee and its representative will comply with this condition. The

grantee or its representative ensures that projects will be monitored accordingly and that any problems or delays, the grantee or its representative will notify NPS in writing.

For **Condition #24** - The Grantee and its representative will comply with this condition.

For **Condition #25** – The Grantee and its representative will comply with this condition.

For **Condition #26** – Any videotapes or photos of FY’13 project will be submitted with the Fourth Annual EOY Summary Report on or before December 30, 2016 containing statement of acknowledgement of NPS assistance, disclaimer and no-discrimination statement.

For **Condition #27** – The Grantee and its representative will comply with this condition.

For **Condition #28** – The Grantee and its representative will comply with this condition. Traditional compensation are an important component when collecting oral history data.

For **Condition #29** – The Grantee and its representative will comply with this condition. In this year’s Site Restoration and Development Project, interpretive sign(s) for the restored site(s) will definitely contain acknowledgement of the support of Historic Preservation Fund Grant provided by the Department of the Interior, National Park Service. Detail reporting of this condition will be reported on or before December 30, 2016.

For **Condition #30** – The Grantee and its representative will comply with this condition. Photos of the existing vehicles will be submitted on or before December 30, 2016 with the Fourth Annual EOY Summary Report.

For **Condition #31** – The grantee and its representative will comply with this section. Detail reporting in compliance with this condition will be reported on or before December 30, 2016.

For **Condition #32** – The Grantee and its representative will comply with this condition. Additional reporting in compliance with this condition will be reported on or before December

30, 2016.

For **Condition #33** – The Grantee and its representative will comply with this condition and detail reporting will be submitted on or before December 30, 2016.

For **Condition #34** –The Grantee and its representative will comply with this condition.

For **Condition #35** – The grantee and its representative agrees and will comply with this condition. EOY Reports and all HPF related products will be submitted to NPS on or before December 30, 2016.

For **Condition #36** – The Grantee and its representative have always been complying with this condition. We will make sure the required statements of NPS acknowledgement, disclaimer and non-discrimination are included and also the three copies of publications are submitted to NPS. Detail reporting in compliance with this condition should be reported on or before December 30, 2016.

For **Condition #37** – The Grantee and its representative will comply with this condition.

For **Condition #38** – The Grantee and its representative will comply with this condition. The lists of meetings attended and/or training received will be reported in the Fourth Annual EOY Summary Report for FY'13 HPF Grant. This report will be submitted on or before December 30, 2016.

For **Condition #39** – The Grantee and its representative will comply with this condition.

For **Condition # 40** – The grantee will comply with this condition. The required expenditures report ledgers for Operating Funds, Professional Service Funds, and Special Project Funds for this first year of the grant period are sent with this Fourth Annual EOY Summary. The expenditure report for FY'13 will be submitted with the Fourth Annual EOY Summary Report on or before December 30, 2014.

For **Condition #41** - The Grantee and its representative will comply with this condition.

For **Condition # 42** – The grantee and its representative agrees and will comply with this condition. The Grantee and its representative appreciate the trust, most importantly the authorization that is given in advance. As we know, the prices of equipments can change drastically within a year or two years so this is really the best approach to take.

For **Condition #43** – The grantee and its representative agrees and will comply with this condition. When a condition arise that will require confidentiality, NPS will be consulted.

For **Condition #44** – The grantee and its representative agrees and will comply with this condition for all HPF related travel.

For **Condition #45** – The grantee and its representative agrees and will comply with this condition.

For **Condition #46** – The grantee and its representative will comply with this condition. None of the funds have been used for religious properties or activities.

For **Condition #47** – The Grantee and its representative will comply with this condition. They will maintain property, personnel, financial and other records and accounts pertinent to the funds awarded by this grant in accordance with 43 CFR 12, Subpart C (Uniform Administrative Requirements for Grant to State and Local Governments).

For **Condition #48** – The Grantee and its representatives will comply with this condition. The copy of financial records and all grant transactions will be submitted to NPS on or before December 30, 2016. Detail reporting of any program income derived from grant activities will be reported on or before December 30, 2016, if applicable.

For **Condition #49** – The Grantee and its representatives will comply with this condition.

For **Condition #50** – The Grantee and its representatives have been complying with this condition.

For **Condition #51** – The Grantee and its representatives will comply with this condition. They should submit to you the most recent completed audit report on or before December 30, 2016. The audit of grant expenditure records will be submitted to the NPS on or before December 30, 2016.

For **Condition #52** -The Grantee and its representatives will comply with this condition. Both professional staff are required to complete two final reports of state surveys per year that must be in compliance with the acceptable Secretary Standards.

For **Condition #53**- The Grantee and its representatives will comply with this condition. The Budget Breakdown for FY'13 HPF Grant for Professional Services Funds includes the detail list of costs of how the funds are going to be used. Detail reporting in compliance with this condition will be reported on or before December 30, 2016.

For **Condition #54**- The Grantee and its representatives will comply with this condition. Both hired professional staff are required to produce two reports per year that meet the acceptable Secretary Standards and shall include the project products required.

For **Condition #55**- The Grantee and its representatives will comply with this condition. The Budget Breakdown for FY'13 HPF Grant for Professional Services Funds includes the detail list of costs of how the funds are going to be used. Any changes to this breakdown will be reported to NPS prior to any reprogramming.

For **Condition #56**- The Grantee and its representatives will comply with this condition. This condition is highly important and is included in all contracts for all HPF related activities or projects.

For **Condition #57**- The Grantee and its representatives will comply with this condition. Survey

report must include a draft nomination as part of the survey.

For **Condition #58** – The grantee and its representative agrees and will comply with this condition. . It is one of the primary responsibilities to carry out Section 106 of the US Historic Preservation Act.

For **Condition #59** – The grantee and its representative agrees and will comply with this condition. .

For **Condition #60** – The grantee and its representative agrees and will comply with this condition. Again, it is one of the primary responsibilities to carry out Section 106 of the US Historic Preservation Act to ensure that all undertakings including those recognized as National Historic Landmark take into account potential effect to the property.

For **Condition #61** – The Palau HPO recognizes that it is still a high risk grantee and will comply with this condition and work with NPS to ensure that the program meets all reporting requirements to NPS. The Palau HPO continues to work hard to make sure effective management procedures are in place that ensures that similar circumstance not occur in the future.

IV. LIST OF SPECIAL PROJECTS APPROVED UNDER FY'13 HPF GRANT

1. Project #1: Palau Historic Preservation Plan, Phase II
2. Project #2: Ngatpang Interior Archaeological Survey
3. Project #3: Production and Printing of 2015 Palauan and English Calendars;
4. Project #4: Inventory Assessment Project (Phase II)
5. Project #5: Review and Compliance
6. Project #6: Project # 1: “*Ngklel a Beluu er a Belau er a Rechuodel: Ngar er a Ked el mo er a Chelemoll* (Traditional Place Names of Palau: From Ridge to the Reef)”
7. Project # 7: Draft Ngatpang Oral History Report
8. Project #6: Site Rehabilitation and Conservation

9. Project #7 Nomination and Identification of 5 Highly Significant Properties
10. Project #9: 2-Day Symposium on Historic Preservation
11. Project #10: Bureau of Cultural & Historical Preservation/Palau Historic Preservation
Office Public Meeting and Awareness

V. EXPECTED PRODUCTS FOR SUBMISSION WITH THE FOURTH ANNUAL EOY SUMMARY REPORT OF FY'13 HPF GRANT ON OR BEFORE DECEMBER 30, 2016

1. Five (5) copies of the Fourth EOY Summary Report of FY'13 HPF Grant

VI. LIST OF APPENDICES

1. Appendix A – Organizational Chart for the Executive Branch/Government of Palau
2. Appendix B – Organizational Chart for the Bureau of Cultural & Historical Preservation
3. Appendix C – FY'13 Workplan
4. Appendix D – Delegate Agency Agreement
5. Appendix E – SF428s Tangible Property Report
6. Appendix F – Photo of HPF Vehicle and Boat
7. Appendix G – Society of Historians member listing
8. Appendix H – Palau Historical and Cultural Advisory Board member listing
9. Appendix I – List of Registered Sites