

THIRD ANNUAL EOY SUMMARY REPORT

HPF Grant No.: P15AF00022



Photo: Tet el Bad (stone sarcophagus), Ollei, Ngarchelong, © BCHP, 1999

2016

**Third Annual EOY Summary Report
Fiscal Year 2014 Historic Preservation Fund Grant**

HPF Grant No. P15AF00022



**By: Bureau of Cultural and 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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THIRD ANNUAL EOY SUMMARY REPORT

FY'14 Historic Preservation Fund Grant Grant # P15AF00022

I. PROGRAM OVERVIEW

The Third Annual EOY Summary Report of FY'14 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. The Third EOY Summary Report for this fiscal year will be submitted on or before December 31, 2016 to the grantor of HPF Grant, US National Park Service.

The Bureau of Cultural and Historical Preservation 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.

Bureau has objectives that are specified in the concerned Workplan to continue the implementation of established programs including the Administration and Planning, Survey and Inventory/Archaeology, Oral History and Ethnography, Palau Register of Historic Places, and Public Education, *see Appendix C - FY'14 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 economic 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 and 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 to implement the approved programs and projects to the Delegate Agency as the Bureau of Cultural and Historical Preservation, *see Appendix D – Delegate Agency Agreement*.

Bureau of Cultural and 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 work 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 four staff members including the Director of the Bureau and Historic Preservation Officer (Ms. Sunny

Ngirmang), Deputy HPO (Mr. Calvin Emesiochel), Budget and Grants Manager (Ms. Marlene Theodore, until December 18, 2015), and Historic Preservation Specialist (Ms. Moline Smaserui). Administration responsibilities are as follows: to govern and manage the overall program in Historic Preservation; 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 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, National Environmental Protection Council, UXO (Unexploded Ordinance) Technical Working Group, and Peleliu Historical Commission, Home Stead Inspection Team, and Koror State Tour Guide Certification Program, NCD Coordinating Mechanism Working Group, and Ad Hoc Committee on Climate Change, Palau Tourism Master Plan Steering Committee, and Palau National Committee for UNESCO, Kramer Translation Committee, and Ministry of Education's Pilot Project for Palauan Curriculum.

1. On-Going Task(s):

(a) Personnel

The Director and Palau Historic Preservation Officer (Ms. Sunny Ngirmang, since August 2013) is on board to carry out the duties and responsibilities of the Bureau. The Deputy Historic Preservation Officer (Mr. Calvin T. Emesiochel) remains on board that is responsible for overseeing specifically the HPF Grant as well as managing the Survey and Inventory/Archaeology Section. The other two staff in the Administration and Planning section includes the Budget and Grants Manager and the Historic Preservation Specialist. The Director/HPO will be announcing vacancy for an Administrative Assistant I who will be funded by the Local Government Fund to assist with administrative matters.

(b) Staff Meetings:

The Bureau continued to conduct its regular and special staff meetings to ensure that planned and approved programs, and projects funded are carried out satisfactorily in a timely manner. The staff meeting has been set for every month. Also in these meetings, other issues

relating to the Bureau and its personnel and operations are discussed; *see Appendix E – Recent Staff Meeting Minutes*.

(c) 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 and Historical Preservation continue to serve as a Delegate Agency. As agreed, the Grantee of HPF Grant, PCAA is paid at a rate of 15.5% as an Administrative Cost for rendering administrative services in keeping proper accountability of HPF Grant. This percentage would be the cumulative of the annual salaries of HPF staff only and fringe benefits of non-federally paid staff.

(d) Travel. During this fiscal year, several duty travels was made to attend various meetings that have direct work linking to the Bureau. These including attending the 2015 Sub-regional Information Meeting for Intangible Cultural Heritage in the Pacific in Suva, Fiji attended by Director/HPO and Deputy HPO; 2015 APIPA Grants Management Training in Guam attended by Director/HPO, Deputy HPO, and Budget and Grants Manager; Section 106 Seminar Training conducted by the Advisory Council for Historic Preservation and Guam Preservation Trust in Guam attended by Director/HPO, Deputy HPO, Compliance Officer, and Archaeological Surveyor; and Festival of Pacific Arts Meeting in Guam that coincide with the Section 106 training attended by the Director/HPO, Deputy HPO, Minister of Ministry of Community & Cultural Affairs, and First Lady; Section 106 and Traditional Cultural Places Seminar conducted by NPI in Honolulu and a lecture at the University of Hawaii-Hilo attended by the Director/HPO and Deputy HPO; Meeting on ICH Data Survey in Korea attended by Director/HPO and Deputy; Disaster Risk Management Workshop in Vanuatu attending by Assistant Ethnographer.

(e) Approval Special Projects under FY'14 HPF Grant

There are eleven (11) FY'14 special projects approved under FY'14 HPF Grant No. P15AF00022. These projects have started but still waiting for funding approval. These will be implemented beginning October 1, 2014 to September 30, 2016. The projects are as follows:

1. **Inventory of Cultural and Historical Sites and Oral History in the Interior of Airai State Vol. I: Inventory of Cultural and Historical Sites**

2. **Production and Printing of 2016 Palauan Calendars with English Translation**
3. **Project Review and Compliance**
4. **Inventory of Cultural and Historical Sites and Oral History in the Interior of Airai State Vol. II: Collection of Oral History**
5. **Final: Inventory of Cultural and Historical Sites and Oral History in the Interior of Ngatpang State Vol. II: Collection of Oral History**
6. **Site Rehabilitation and Conservation**
7. **Nomination of Significant Sites from FY'12 and FY'13**
8. **2-Day 11th Annual Symposium on Historic Preservation**
9. **Bureau of Cultural and Historical Preservation/Palau Historic Preservation Office Public Meeting and Awareness**
10. **Palau HPO Website Launch**
11. **Legislative Review of PNC Title 19 Chapter 1: Historical and Cultural Preservation Act, Phase I**

Among the 11 Approved projects, only 6 products were submitted with the Second EOY Report in December 2015. These include:

1. **Production and Printing of 2016 Palauan Calendars with English Translation**
2. **Project Review and Compliance**
3. **Inventory of Cultural and Historical Sites and Oral History in the Interior of Airai State Vol. II: Collection of Oral History**
4. **Final: Inventory of Cultural and Historical Sites and Oral History in the Interior of Ngatpang State Vol. II: Collection of Oral History**
5. **2-Day 11th Annual Symposium on Historic Preservation**
6. **Bureau of Cultural and Historical Preservation/Palau Historic Preservation Office Public Meeting and Awareness**

FY'14 Special Projects to be extended to September 30, 2017 and was approved by NPS on September 12, 2016 are as follows:

1. **Inventory of Cultural and Historical Sites in the Interior of Airai State Vol. I: Inventory of Cultural and Historical Sites**

2. **Site Rehabilitation and Conservation**
3. **Nomination of Significant Sites from FY'12 and FY'13**
4. **Palau HPO Website Launch**
5. **Legislative Review of PNC Title 19 Chapter 1: Historical and Cultural Preservation Act, Phase I**

(f) Website for the Bureau. The BCHP website is funded using FY'14 special project under Administration and Planning. The goal is to have a formalized website where all of the Bureau's work can be displayed, announced, and shared for the general use of the public, students, researches, and anyone who is interested in historic preservation. The project was extended to September 30, 2016 and again to 2017. This is because of the office's relocation to Ngerulmud during the construction of the office space in Koror.

(g) Photo of HPO Vehicles and Boat. Under the FY'14 HPF grant, the office received an augment of \$60,000.00 to purchase a new survey vehicle. The office went to bid and later purchased a new Toyota Tacoma 4x4 used for project review and compliance, survey, site monitoring, and other related fieldwork activities and projects. 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 purchased using Local Government Fund; *see Appendix F – Photo of HPO Vehicles and Boat*

(h) Purchase of Equipment. Under the FY'12 HPF Grant, there was earmarked \$15,000.00 to purchase needed equipment especially for the Survey & Inventory/Archaeology Section. The equipment purchases were completed during this fiscal year. Financial report was included in the FY'12 Financial Summary Report sent in December 2014. In addition, the FY'14 augment of \$60,000.00 also allowed the Bureau to purchase equipment needed for project review and survey and inventory; *see Appendix G – SF428s Tangible Property Report*

(i) 2015 Archaeological Field School Certification Training. Palau hosted the inaugural field school training which 5 archaeological technicians from the Freely Associated State of Micronesia attended. The training was a success and became the avenue to shape future training

to meet the goals of the certification program as well as the Secretary Standards for Professional under 36 CRF 61.4. The report for this project is complete and was sent with the Second EOY Report of 2015.

(j) Meetings. The Bureau sits in many Committees and members of various programs, objectives, and event planning. The participation of the Bureau in such meetings ensures that, in part of the on-going national discussions, the issues concerning the cultural and historical preservation of our rescores are considered and placed within policy frameworks. The Ministry plays a key role in the socio-cultural development of Palau by establishing programs that help current or modernized issues Palau is facing. The Bureau helps with the work along with the three other Bureaus' under the Ministry of Community and Cultural Affairs, *see Appendix H – List of Meetings Attended.*

(k) Required Publicity of Programs of FY'14 HPF Grant. The BCHP conducts community meetings, OTV interview and radio program announcement with T8AA FM and local newspapers on the proposed projects.

(l) Renovation of Palau HPO Office. The Bureau is very fortunate to have received stimulus grant from the Republic of China (Taiwan) to rehabilitate the entire HPO building in Koror. This rehabilitation work is anticipated to finish in February 2017. Currently, the HPO is temporarily located at the Ngerulmud Capitol Building in Melekok. All equipment, books, records, artifacts, and other assets are stored in a shipping container and a store room in Koror.

(m) 2015 MEHP and NPS Annual Consultation. From May 14-23, Palau hosted the 35th Micronesian Endowment for Historic Preservation and the Annual National Park Service Consultation Meeting. The HPO and their staff attended the meeting from the respective offices in the Freely Associated States and the US Territories. During this meeting, the delegations witnessed the signing of the Presidential Proclamation No. 15-154 to declare May 18-22 as Palau Archaeology and Heritage Awareness Week. The President of the Republic of Palau hosted the welcoming reception while the 9th Olbiil Er a Kelulau Senate hosted the closing reception. Senate Vice President Kathy Kesolei was the Key Note speaker during this event. She has been a

part of the cultural and historical preservation effort for over 45 years through her work from PCAA then Chairperson of the Palau Historical and Cultural Advisory Board and other partnerships. She has been instrumental in making sure our legislation is firm, updated, and ensures the protection of our irreplaceable heritage. Sadly, in the same year in October, Senator Kathy Kesolei passed away. The MEHP Board of Director drafted a resolution to honor the late Senator's contribution to the historic preservation efforts she has devoted her life to do.

(n) Grants Management Training. After the MEHP and NPS meetings, there was one week devoted to Grants Management Training by the NPS. The training was divided between the staff of the Bureau and PCAA. The training provided overview and great detail covering rules and regulations concerting the Historic Preservation Fund grant. It provided PCAA an understanding of the requirements and special conditions the grants have. The training with the Bureau staff provided similar insights, included program area specific, and their requirements under the grant's special condition and meeting the Secretary Standards.

(o) Other Activities and Projects. During this fiscal year, the Bureau worked alongside regional experts in Underwater Cultural Heritage. The Bureau was contracted to conduct a UCH WWII Feasibility Study of the status of WWII UCH in Palau as well as providing examples within the region. The report is completed and will be sent with this EOY Report. Palau HPO will continue to be involved in organizing Olehotel Belau Fair, Independence Day, Constitutional day event, the Kramer Translation Project, the Memory of the World UNESCO project, EU Film Festival, ICHCAP, Palau-Yap Transboundary Nomination, and other projects directed to the Bureau by the Ministry of Community & Cultural Affairs.

B. PROGRAM AREA: SURVEY AND INVENTORY/ARCHAEOLOGY

The Survey and Inventory/Archaeology Section is comprised of two major areas of responsibilities including (1) survey and inventory and (2) review and compliance. This section operated with three staff members, the Deputy HPO, Compliance Officer II, and an Archaeological Surveyor I. This section is charged with these major responsibilities: (1) conducting the nationwide survey or state-by-state inventory of cultural and historic resources; (2) conducting reviews of effects of proposed development projects to ensure protection and

preservation of cultural and historical resources; (3) to keep and maintain the archaeological database; and (4) to monitor development projects to ensure protection and preservation of highly significant historic and cultural resources.

1. On-Going and Complete Task(s):

(a) Personnel: For fiscal year 2014, the staff for this section will include the Deputy HPO (Mr. Calvin T. Emesiochel) who is charged with the overall operations of the Section. This position is fully funded by HPF Grant Fund. The local government is funding the position of Preservation Compliance Officer II (Mr. Errolflynn T. Kloulechad) and Archaeological Surveyor I (Mr. Derek T. Benjamin). According to recommendations listed on the Palau 5-Year Historic Preservation Plan, this section requires a minimum of five staff to carry out the functions and duties of the Survey and Inventory Section. This section is the key section of the Bureau that leads the archaeological investigation, project review and compliance, and all other related works in the Republic of Palau. Currently, operating with three staff, the office falls short in some project review monitoring of earthmoving projects. In addition, during field survey season, all the staff goes out to survey a state while tabling historic permits process to only once a week. Hiring additional staff to fill all the positions within this section would prevent operations from slowing down thus when field season arrive; the surveyors go out while the compliance officers remain to take care of clearance work.

(b) Project Review and Compliance: The staff from this program area will review and investigate the effects of proposed development projects before the requested Historic Clearance Permits are issued. This project area, beginning in October 01, 2014, until September 30, 2015, has reviewed 430 Applications for Historical Clearance Permits. A separate Project Review and Compliance Report were submitted with the Second EOY Report in December 2015.

(c) Production and Printing of 2016 Palauan with English translations. Compilation of the 2016 Palauan Calendar with English translation will begin sometimes in February 2015. Staffs from the Survey and Inventory section will begin to collect data and at the same time coordinate with a Printing company for the layout. Staffs will also work with other offices like the Weather Service Bureau and Palau Community Action Agency for any useful data for

making the calendar. Most importantly in making this Palauan Calendar, the staffs will work closely with the Society of Historians and the members of the Palau Historical and Cultural Advisory Board for information that will be in the calendar. The 2016 Calendars have been completed and was sent with the Second EOY Report in December 2015.

(d) Archaeological Database: The Survey & Inventory/Archaeology Section continues to keep and maintain GIS and Access archaeological database. Staff's continues to store or enter data into the archaeological database from recent archaeological surveys. This year, two staff from the Section (Deputy HPO and Archaeological Surveyor I) completed a GIS training course by the Palau Community College in MW Excel, MW Access, and Database Design and GIS training. The Section staff was able to update and correct some errors in the new GIS data system as well as create a new database for Project Review and Compliance – Historical Permit.

(e) State-by-State Inventory: The interior survey of Airai State was extended to September 30, 2017. Initial phases of the project such as background research have commenced. Actual field survey is planned for February 2017 or until a staff archaeologist is hired.

The survey projects involves four phases of work including: (1) background research - to review and assess previous reports and publications; (2) fieldwork including surveying area, mapping new sites and/or features, collect any known oral histories and photography; (3) compilation and entering data or input of data into the database, (4) printing of report.

(f) Inventory Assessment Project, Phase II. This project will involve the update and upgrade of the Survey and Inventory and assess the existing process and current condition of the Section if it meets acceptable standards and reporting goals of the HPF grants manual. Phase 2 of this project was extended to September 30, 2016. Final Project Outline Report for this project is sent with this End of Year Report on or before December 31, 2016.

2. Incomplete Tasks:

(a) Purchase of Needed Equipments: Under the Inventory Assessment Project, the Survey and Archaeology Section have purchase new equipment and software to update the GIS

and Access Database, high quality desktop computer with up-to-date programs to better serve the need of the section. The funds allocated for equipment is under FY'12 for \$15,000.00. During this fiscal year, the Bureau was able to purchase new equipment needed for the Section.

(b) Other Programs and Activities. The Survey and Inventory Section is providing assistance with the Palau-Yap Transboundary Nomination management plan workshop that was held in Yap in April 2014. Prior to that workshop, a capacity-building course in Suva required the participation of the Deputy HPO (Mr. Calvin Emesiochel). The Section is also a member of various committees namely, Protected Area Network (PAN) Technical Committee, National Environmental Protection Council, UXO Technical Committee, Palau Public Land Authority Homestead Inspection Team, Ad Hoc Committee on Climate Change, and the Koror State Tour Guide Certification Program. The Section is heavily involved with the coordination and oversight of the human remains collection with DPAA, Bent Prop, and the Japanese Government.

C. PROGRAM AREA: ORAL HISTORY AND ETHNOGRAPHY

This section currently consists of three staff members who work with the 16-member Society of Historians to develop the written histories, cultures, and traditional narratives of Palau for present and future generations, *see Appendix I – List, Society of Historians*. The staff in this program includes Assistant Ethnographer (Ms. Sylvia Kloulubak) and Staff Historian (Ms. Lynda Dee Tellames), and Cultural Anthropologist (Ms. Meked Besebes). The Historians who represent sixteen states in the Republic are nominated 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 work with the staff of this section to record and publish booklets that are disseminated in the schools, libraries, and collage in Palau.

1. On-Going Task(s):

(a) Personnel. The Bureau has achieved one of its objectives to having a local professional Cultural Anthropologist (Ms. Meked Besebes) who will work together with her two staff (Ms. Sylvia Kloulubak and Ms. Lynda Dee Tellames) to achieve the goals and projects for the Oral History Section. The Bureau continues to seek opportunities through the local government to hire an additional staff to this section.

(b) Collection of Oral History and Information of Sites in Ngatpang State. Once the Survey & Inventory/Archaeology Section begins field work in the interior of Ngatpang, the Oral History Section will begin collecting information of sites discovered. The final Ngatpang Oral History Report was submitted with this EOY Report in 2015.

(c) Collection of Oral History and Information of Sites in Airai State. The collection of oral history and information of sites in the state of Airai was completed and the final report was sent with this EOY Report in 2015.

(d) Other Section Activities: Staff from Oral History is assisting Palau German Ethnography Translation Project with the Local Reviewers. Local Reviewers are tasked to review Palauan terms in Augustin Kramer five Palau Ethnography and make changes according to the new Palauan orthography. It is anticipated that this project will be completed by December 2014. Other activities include:

1. UNESCO ICHCAP: Joint Publication Project on the Traditional Knowledge of the Pacific Island
2. UNESCO ICH National Committee: Collaboration w/ MOE for integration ICH to the Curriculum
3. Translation of Allegmines Collection
4. Member: Peleliu Historical Commission
5. Collection of Oral History of Yapese Stone Money Quarry in Palau
6. Kramer Translation Committee

2. Incomplete Task(s):

(a) Editing and Printing the Ethnography Report. The staff from the Oral History and Ethnography section will begin to work with the BCHP Technical Review Committee to edit the Ethnography report of Ngatpang State and Airai State. This report was sent with the EOY of 2015.

D. PROGRAM AREA: PALAU REGISTER OF HISTORIC PLACES

The Palau Historical and Cultural Advisory Board continued to perform its responsibilities as mandated by Title 19 of the Palau National Code, *see Appendix J - List of Members, Palau Historical and Cultural Advisory Board*. 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 and 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.

1. On-Going Task(s):

(a) Review Board: The Palau Cultural and Historical Advisory Board is still pending their selection by the state governments to be then transmitted to the President of the Republic for concurrence. Currently, there are only three members which does not make quorum to conduct official business. The Registrar will continue to follow-up with the state government office for their nomination.

(b) 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 will prepare ten (10) nominations (those deferred from FY'12 and FY'13) of sites to be reviewed by the Board in 2017.

The Palau Register of Historic Places section operated with one staff, Historic Preservation Specialist III (Ms. Sunny Ngirmang, until August 2013) who is primarily responsible for the task of Nomination and Registration of Potentially Eligible Sites, BAC Reference Library, Project Review, and Restoration and Development of Registered Sites.

(c) Personnel. The Historic Preservation Specialist III of Palau Register of Historic Places section is now vacant. The section is partly managed by the Director/HPO (Ms. Sunny O. Ngirmang) however the Bureau is working towards hiring of a staff in 2017. The staff librarian of the Registrar Section was moved to support the work at the Administration since 2006.

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

(e) 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.

(f) Reference Library. The Registrar 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.

(g) Signage Replacement. During this fiscal year, using funds from FY'12, the Bureau was able to complete signage of previously restored sites that were affected by Super Typhoon Haiyan and Bopha. These sites are: Meduu el Bai in Kayangel, Bair a Ngerurau ma ikel euang el chades er ngii in Ngaraard. Ikeam el Diong in Ngardmau, Beluu ra Imeungs in Ngeremlengui, and Chades ra Mechorei in Airai. The project was a small contribution to help the selected states provided a much needed assistance because these places are key tourist visit sites. It also continues to remind the states that the Bureau continues to assist in any way possible when funding permits.

2. Incomplete Task(s):

(a) Site Rehabilitation and Conservation Project. This project was extended to September 30, 2017 due to lack of applicants. The Bureau accepts a minimum of five (5) site rehabilitation applications in order to be competitive. This year, this quota was not met.

(b) Nomination of five (5) Highly Significant Sites and Translate into English. In the upcoming meetings of the board, the Board will review a minimum of five (5) nominations of sites that will be prepared by the staff of Palau Register. The first set will be reviewed during the

first meeting and the remaining set will be reviewed during the second meeting. For the deferred sites from FY'12 and FY'13, the board members will evaluate again before including them in the Register List. This project was extended and must be completed on or before September 30, 2017.

D. PROGRAM AREA: PUBLIC EDUCATION

This program currently consists of one staff as Historical Preservation Specialist II (Ms. Filly Carabit) whose primary responsibilities include public education and awareness and public outreach, production of BCHP E-quarterly newsletters entitles "*Ibetel A Klebelau*", publicity, educational workshops or conferences, etc.

(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.

1. On-going Task(s):

(a) Educational Publications. Continued to develop and publish brochures, newsletters, or any other publications that will enhance education and awareness of the public on the importance of protecting and preserving historic and cultural heritage resources of Palau.

(b) 2-Day Annual Symposium on Historic Preservation. The Palau Historic Preservation Office will be hosted 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 historical and cultural resources; 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; and 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. A separate report of the symposium was submitted to Grantor Agency in December

2015.

(c) Bureau of Cultural and Historical Preservation/Palau Historic Preservation Office Public Meeting and Awareness. This project was proposed primarily to educate and show awareness to the public, significantly the 16 States within the Republic of Palau on the importance of protecting and preserving the Palau's Cultural Heritage and Cultural Resources. The projects reports were completed and Final Report and Products submitted to Grantor Agency in December 2015.

(d) Other Section Activities: The section also conducts monthly presentations to public schools and the local collage, work with the Ministry of Education, monthly radio talk show, developing brochures, posters, and assist with site visits.

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 eleven (11) special projects

III. SPECIAL CONDITIONS STATUS REPORT

We hereby report as follows:

For **Condition #1** – All Assurances of Compliance required by Chapter 7 of the HPF Grants Manual are to be submitted to NPS. In addition, 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 and 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 31, 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 31, 2016. These reports will be sent with the Third Annual EOY Summary Report of FY'2014 HPF Grant on December 31, 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’14 project will be submitted with the Second Annual EOY Summary Report on or before December 31, 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 31, 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 31, 2016 with the Third 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 31, 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 31, 2016.

For **Condition #33** – The Grantee and its representative will comply with this condition and detail reporting will be submitted on or before December 31, 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 31, 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 31, 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 Third Annual EOY

Summary Report for FY'14 HPF Grant. This report will be submitted on or before December 31, 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 Third Annual EOY Summary. The final expenditure report for FY'14 will be submitted with the Third Annual EOY Summary Report on or before December 31, 2016.

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 31, 2016. Detail reporting of any program income derived from grant activities will be reported on or before December 31, 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 31, 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'14 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 31, 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'14 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'14 HPF GRANT

1. Inventory of Cultural and Historical Sites in the Interior of Airai State Vol. I: Inventory of Cultural and Historical Sites
2. Production and Printing of 2016 Palauan Calendars with English Translation
3. Project Review and Compliance
4. Inventory of Cultural and Historical Sites and Oral History in the Interior of Airai State Vol. II: Collection of Oral History
5. Final: Inventory of Cultural and Historical Sites and Oral History in the Interior of Ngatpang State Vol. II: Collection of Oral History
6. Site Rehabilitation and Conservation
7. Nomination of Significant Sites from FY'12 and FY'13
8. 2-Day 11th Annual Symposium on Historic Preservation
9. Bureau of Cultural and Historical Preservation/Palau Historic Preservation Office Public Meeting and Awareness
10. Palau HPO Website Launch
11. Legislative Review of PNC Title 19 Chapter 1: Historical and Cultural Preservation Act, Phase I

V. APPENDICES

1. Appendix A – Organizational Chart, Executive Branch, Government of Palau
2. Appendix B – Organizational Chart, Bureau of Cultural and Historical Preservation
3. Appendix C – FY'14 Work Plan
4. Appendix D – Delegate Agency Agreement
5. Appendix E – Recent Staff Meeting Minutes
6. Appendix F – Photo of HPF Vehicle and Boat
7. Appendix G – SF428s Tangible Property Report
8. Appendix H – List of Meetings Attended
9. Appendix I – Society of Historians, member list
10. Appendix J – Palau Historical and Cultural Advisory Board, member list
11. Appendix K – List of Registered Sites