

State Cultural Resources Investigation Permit (SCRIP) Application

Alaska Department of Natural Resources, Office of History and Archaeology

550 W. 7th Ave., Suite 1310 Anchorage, AK 99501-3565

Questions about State Permits should be directed to the State Archaeologist

either by email at oha.permits@alaska.gov or by phone at (907) 269-8728.

Permit #: _____

Date Received: _____

OHA USE

A. Applicant Section

1. Applicant: _____ 2. Date Submitted: _____

3. Institutional Affiliation: _____

4. Contact Information: Address: _____

Phone: _____ Email: _____

5. Contracting Agency: _____

6. Project Name: _____

7. Field Supervisor: _____

8. Brief Description of Project Area: _____

9. Dates of Proposed Work: _____ to _____ 10. Acres to be Investigated: _____

11. MTRS: (ex. S021N005W|3-5|10) _____

12. Permit Type: _____ If other, please specify: _____

13. Proposed Artifact Repository: _____ Curation Agreement: _____

B. Applicant Signature

By signing this document, the applicant confirms that they have read and agreed to comply with the provisions AS 41.35.080 and 11 AAC 16.020 - 16.090, as well as the Instructions and Stipulations for the Alaska SCRIP.

1. Signature of Applicant: _____ 2. Date: _____

3. Signature of Field Supervisor: _____ 4. Date: _____

C. Agency Land Manager Authorization

1. Land Manager (Print): _____ 2. Agency: _____

3. Land Manager (Sign): _____ 4. Date: _____

D. Office of History and Archaeology Authorization

1. Signature of DPOR Director: _____ 2. Date: _____

3. Expiration Date of Permit: _____

STATE CULTURAL RESOURCE INVESTIGATION PERMIT Stipulations and Conditions

Stipulation Instructions can be found in OHA's *SCRIP STIPULATION INSTRUCTIONS*.
Instructions therein are not discretionary, are subject to update, and should be reviewed periodically.

The issuance of State Cultural Resource Investigation Permits (SCRIPs) is required for all cultural resource investigations (surveys) on lands owned or managed by any and all State of Alaska agencies, political subdivisions, or entities (collectively referred to herein as "state lands") is authorized under [AS 41.35.080](#) and [11 AAC 16.030-900](#).

Paleontological resources (fossils) also require a SCRIP, as they are included as an archaeological site under [AS 41.35.230\(2\)](#), [AS 41.35.010 – 41.35.230](#) (statutes) and [11 AAC 16.010 – 16.900](#) (regulations) establish the legal framework within which SCRIPs are issued.

The Alaska Office of History and Archaeology (OHA) requires annual SCRIP applications and issues one-year SCRIPs for the following:

1. Public construction (cultural resource management) projects; or
2. Where the applicant is in some way being paid for their time or product, for example an instructor being paid by a university to conduct a field school.

OHA may issue a SCRIP for up to three years for projects conducted for research purposes where no remuneration is being received for time or product, and which shall be conducted over multiple years by the same investigator. Grants are not considered remuneration for purposes of this SCRIP.

SCRIPs issued for field investigations on state lands are subject to the following conditions:

1. Permit Applications:

- A. A research design shall be attached to the permit application.
- B. The permittee shall meet the professional qualification standards of [11 AAC 16.040](#) for work on state lands. However, for projects undertaken in response to the National Historic Preservation Act, the permittee must also meet the standards established in [43 CFR 7.8](#) and the Secretary of the Interior's Standards and Guidelines, [48 FR 44738-44739](#).
- C. It is the applicant's responsibility to determine land ownership for the area to be surveyed, and list in the research design the Meridian/Township/Range/Section (MTRS's) for each state land managing agency / entity in the survey area.
- D. Applicants shall allow OHA at least 30 days to process SCRIP applications.
- E. The permittee shall fully indemnify the state land managing entity and the OHA.

2. Permit Issuance and Termination:

- A. OHA shall issue SCRIPs to only one permittee (applicant) per SCRIP. The SCRIP is not transferrable.
- B. Applicants may only apply for a SCRIP after securing a written contract for their project, if applicable. If removed from the permitted project, the permittee forfeits their SCRIP.
- C. A SCRIP may be amended by [request](#) to account for deviations from the signed SCRIP application and research design. Amendments will only be issued at the discretion of OHA.
- D. OHA may terminate a SCRIP if the permittee fails to comply with the terms of the SCRIP and stipulations, or with other applicable laws, statutes, and regulations.
- E. SCRIP eligibility is contingent upon the satisfactory completion of prior SCRIPs. Applicants are not eligible for further SCRIPs until the requirements of SCRIPs from previous field seasons are satisfied.

3. Permit Fieldwork:

- A. Survey methodology shall be explicitly defined in the research design and justified in the report: in-field “discretion of the archaeologist” alone is not an acceptable survey or testing methodology.
- B. The permittee shall ensure that the Field Supervisor is qualified, knowledgeable, and aware of the Permitted research design and SCRIP Stipulations.
- C. If no Field Supervisor is assigned at time of SCRIP application, the permittee shall submit OHA’s Field Supervisor form upon assigning a Field Supervisor, prior to conducting fieldwork.
- D. Large projects fielding multiple crews may be required as a special permit condition to report multiple field supervisors, using OHA’s Field Supervisor Form.
- E. OHA expects subsurface testing shall be conducted.
 - 1) Subsurface shovel tests shall measure 50 x 50 cm square.
 - 2) All excavated materials will be screened. 1/8-inch screen is considered standard. If the applicant chooses to use 1/4-inch screens rather than 1/8-inch, it shall be justified in the research design.
 - 3) Artifacts recovered through subsurface testing shall be collected, analyzed, and curated.
 - 4) If the Field Supervisor determines subsurface testing is not warranted, the survey report shall provide an explanation and images showing why subsurface testing was not appropriate.
- F. SCRIP applications for work that includes any ground disturbing activities and/or the collection of archaeological or paleontological materials shall be accompanied by a Curation Agreement.
- G. In the event that human remains are discovered, the permittee shall cease work that would further disturb the remains and immediately contact the appropriate state agencies as required by [AS 12.65.5](#).
- H. Issuance of a SCRIP in no way absolves the permittee from complying with other laws and regulations that may apply.
- I. Frozen ground and low light present significant challenges to fieldwork. Any project anticipating work in these conditions shall consult with OHA prior to conducting fieldwork or monitoring.
- J. OHA personnel may visit SCRIP-permitted surveys or excavations at any time, as per [11 AAC 16.090](#).

4. Permit Reporting:

- A. Reports shall be consistent with *SOI’s Standards and Guidelines for Archaeology and Historic Preservation* as well as the *Alaska Historic Preservation Act*. If the report does not meet these standards, permittee shall revise the report for OHA approval in order to close the SCRIP.
- B. The final report is due to the [State Archaeologist](#) within six months after the completion of fieldwork. An interim report may be submitted three months after the completion of fieldwork. For multi-year SCRIPs, annual reports are required in addition to a final report.
- C. The permittee shall ensure that Alaska Heritage Resources Survey ([AHRS](#)) records are submitted to the [AHRS Manager](#) for sites investigated under the SCRIP.
- D. OHA will make submitted reports available to cultural resource professionals, land managers, and others authorized by AHRS user agreements to access OHA records.

E. Applicant Signature: SCRIP Stipulations

By signing this document, the applicant confirms that they have read and agreed to comply with the provisions AS 41.35.080 and 11 AAC 16.020 - 16.090., as well as the Instructions and Stipulations for the Alaska SCRIP.

1. Signature of Applicant: _____ 2. Date: _____