Project Summary
Rocky Mountains Cooperative Ecosystem Studies Unit

Project Title: Sequoia Archive Backlog Cataloging Project

Type of Project: Technical Assistance/Education
Discipline: Cultural
Funding Agency: National Park Service
Other Partners/Cooperators: University of Colorado at Boulder
Effective Dates: 9/1/2011 – 12/31/2013
Funding Amount: $16,417

Investigators and Agency Representative:
Agency Represntative: Annie Esperanza, Sequoia and Kings Canyon National Parks, 47050 Generals Highway, Three Rivers, CA 93271; (559) 565-3777; annie_esperanza@nps.gov

Prinicipal Investigator: Bruce Montgomery, Faculty Head, Archives, University of Colorado at Boulder Libraries, 184 UCB, Boulder, CO 80309-0184, 303- 492-7242, Bruce.Montgomery@colorado.edu

Project Abstract: This project will provide for the rehousing, processing, and cataloging of twelve linear feet of Sequoia and Kings Canyon National Parks backlog archival collections (19,200 items). Materials to be cataloged will be either comprised of one single collection or a combined total from multiple smaller collections – TBD by the Sequoia curator. This work will involve re-housing archival materials in appropriate archival containers, performing preservation work (e.g. removing metal fasteners, rubber bands, sleeving photographs, etc.), maintaining processing notes about collection content, preparing detailed scope and content statements, and cataloging collections to the appropriate level (e.g. item or file unit level to be determined according to individual needs of collection) in Excel spreadsheets and/or the Interior Collection Management System.

Outcomes with Completion Dates:
1. June 13, 2012, one CU Boulder archives student will commence work on-site at Ash Mountain for a period of ten weeks and will complete rehousing, processing, and cataloging of remaining collections no later than September 30, 2012
2. By December 31, 2012 the student will prepare a report of his/her work.

Keywords: Catalog, cultural resources, archival collections, Sequoia and Kings Canyon NP, University of Colorado at Boulder, student intern