

**PI deliverables and deadlines in BOLD***OAH deliverables and deadlines in ITALICS*

NPS deadlines in regular font

<b>Project Milestone</b>	<b>Due Date</b>	<b>Proposed Payment</b>
<b>OAH and NPS will select/appoint a PI by August 30, 2020</b>		
<b>Phase 1 – Research and Project Development (months 0-10)</b>		
<b>Site Visit/Research Trip #1 at WHIS by PI and OAH Project Lead</b>	<b>Within 1 month of selection of PI.</b>	<b>10%</b>
This visit will include a formal start-up meeting with NPS and OAH staff, after which the PI will return of signed statement of commitment to OAH.		<b>\$11,500</b>
<b>PI submits Research Plan for the study.</b>	<b>Within 3 months of Site Visit #1.</b>	<b>10%</b>
The research plan must include: an outline of the study, repositories and collections the PI plans to consult, and the timing and sequencing of the research.		<b>\$11,500</b>
NPS and OAH return comments on Research Plan, including coordination of additional site visits by the PI.	Within 30 days of submitting Research Plan.	
<b>Site Visit/Research Trip #2 by PI only.</b>	<b>TBD by PI and park staff.</b>	
During a planned research trip to WHIS, the PI will provide a preliminary presentation of findings to NPS staff.		
<b>PI submits one draft chapter and a brief progress report.</b>	<b>Within 5 months of return of comments on research plan.</b>	<b>10%</b>
The PI will submit one complete draft chapter of their choosing for feedback from OAH and NPS staff. In addition, the PI will submit a brief narrative progress report, detailing all research and work completed to this point.		<b>\$11,500</b>
NPS and OAH return comments on draft chapter.	Within 30 days of submitting the draft chapter.	
<b>Site Visit/Research Trip #3 by PI only.</b>	<b>TBD by PI and park staff.</b>	
<b>Phase 2 – Drafts and Revisions of Study (months 11-30)</b>		
<b>PI submits a first complete draft of the study.</b>	<b>Within 8 months of return of comments on draft chapter.</b>	<b>20%</b>
This draft will include images, drawings, maps, and other illustrations with captions, as well as a bibliography with list of repositories consulted, and any appendices. The draft will include line numbers for each section to facilitate review comments.		<b>\$23,000</b>
NPS and OAH return comments on first complete draft.	Within 60 days of submitting first complete draft.	
<b>PI submits revised second complete draft of the study.</b>	<b>Within 4 months of return of comments on the first complete draft.</b>	<b>20%</b>
This draft includes all the elements of the first draft plus a title page, table of contents, and executive summary. The PI will also submit high-resolution versions (jpeg or tif formats) of all images included, as well as permissions to publish images not in the public domain. This draft will be submitted for peer review by the OAH.		<b>\$23,000</b>

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<i>OAH consolidates and returns NPS comments and peer reviews on second complete draft of study.</i>	Within 70 days of submitting the second complete draft.	
<b>PI submits revised final version of the study.</b>	<b>Within 4 months of return of NPS and peer review comments on the revised second complete draft.</b>	<b>20%</b> <b>\$23,000</b>
In addition to meeting the requirements for the second draft (except with line numbers removed), the PI will select an appropriate illustration for the cover and final title for study.		
<b>Phase 3 – Final Production of Report and Transfer of Knowledge Component (months 31-36)</b>		
<i>OAH completes professional copyediting of final draft of study.</i>	Within 1 month of submitting final version of study.	
<i>OAH completes professional design and layout of final draft of study.</i>	Within 60 days of receiving final revised version of the study.	
<i>OAH delivers print proof of study to NPS.</i>	Within 90 days of receiving the final revised version of the study.	
<b>PI submits draft transfer of knowledge materials</b>	Within 60 days of receiving final version of the study.	
<b>Trip #4 for PI, Trip #2 for OAH Project Lead: Public Presentation at WHIS and delivery of all research materials.</b>	<b>Within 90 days of submitting the final version of the study.</b>	<b>10%</b> <b>\$11,500</b>
The PI will deliver a public presentation at or near the park that summarizes and highlights the findings of the study. The PI will also turn over all research materials to the park.		
<i>OAH delivers 25 printed copies of final report to NPS.</i>	Within 120 days of receiving final version of the study.	