

MEMORANDUM OF UNDERSTANDING  
BETWEEN THE  
OKLAHOMA HISTORICAL SOCIETY  
AND  
OKLAHOMA STATE UNIVERSITY

On this the 1st day of May 2002, the Oklahoma Historical Society, State Historic Preservation Office (hereinafter the OK/SHPO) and Oklahoma State University, Department of Geography (hereinafter the University) enter into this Memorandum of Understanding (MOU) for the purpose of storing, maintaining, and updating the Oklahoma Landmarks Inventory (OLI) database and Oklahoma's National Register of Historic Places website.

WHEREAS, the OK/SHPO collects information about buildings, districts, sites, structures, and objects across Oklahoma through its survey and inventory program for the purposes of identifying those properties that are eligible for listing in the National Register of Historic Places; and

WHEREAS, since 1975 the OK/SHPO has collected and maintained this data as the Oklahoma Landmarks Inventory; and

WHEREAS, the OLI is the primary repository of information about historic resources in Oklahoma and is used on a daily basis by the OK/SHPO staff, other state agencies, federal agencies, Indian tribes, local governments, preservation professionals, and the general public; and

WHEREAS, the OK/SHPO and the University worked together from 1998 through 2002 to computerize the OLI database so that the ever-

increasing volume of information could be efficiently and effectively utilized; and

WHEREAS, the OK/SHPO and the University further worked together in 2001 and 2002 to establish Oklahoma's National Register of Historic Places website which makes a subset of the OLI database accessible through an interactive website, and

WHEREAS, under the goals and objectives of Oklahoma's statewide preservation plan, the OK/SHPO is committed to making all of its programs and services accessible to the widest possible audience and to using current technology to achieve this objective; and

WHEREAS, the University has worked with the OK/SHPO as a primary partner in the development of its survey and inventory, National Register of Historic Places, and planning programs; and

WHEREAS, the OK/SHPO lacks sufficient staffing to maintain and update the OLI database and Oklahoma's National Register of Historic Places website in a timely manner; and

WHEREAS, the University possesses the staffing and expertise necessary to successfully carry out the activities described in this MOU;

It is hereby mutually agreed that:

1. The University shall assist the OK/SHPO to store, maintain, and update the computerized OLI database and Oklahoma's National Register of Historic Places website.
2. The University shall perform all work in accordance with the OK/SHPO's specifications for format, content, quality, and accessibility.

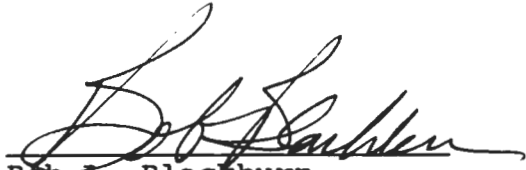
3. The OK/SHPO and the University shall annually negotiate and enter into a cooperative agreement which sets forth the specific project work for storing, maintaining, and updating the OLI database and Oklahoma's National Register of Historic Places website, the schedule for accomplishing the work, the amount the OK/SHPO shall reimburse the University from its share of the Historic Preservation Fund (HPF) or other sources, and the University's nonfederal matching share. The project budget may include, but is not limited to, salaries, benefits, equipment purchases, licensing fees, fees for storage of data on University servers, travel, supplies, and indirect costs.
4. The University shall assist the OK/SHPO to acquire and implement a unique domain name for the OLI database and for Oklahoma's National Register of Historic Places website, and the costs associated with this action shall be included in the annually negotiated cooperative agreement.
5. The OK/SHPO shall provide a minimum of 60% of the total project costs for each year's work program from its HPF allocation from the U.S. Department of the Interior and/or other funding sources.
6. The University's nonfederal matching share shall be a maximum of 40% of project costs in accordance with the OK/SHPO's Guidelines for Subgrantees.
7. The University may retain a duplicate of the computerized OLI database but may not duplicate it for sale or distribution to any other party.

8. This Memorandum of Understanding may be amended if mutually acceptable to the OK/SHPO and the University.
9. This Memorandum of Understanding may be terminated by mutual agreement, or by either party unilaterally upon sixty (60) days written notice to the other.

HENCE BY THIS MEMORANDUM OF UNDERSTANDING sets forth the best possible approach for storing, maintaining, and updating the Oklahoma Landmarks Inventory database and Oklahoma's National Register of Historic Places website so that the information about the state's historic buildings, districts, structures, sites, and objects will be accessible to its many users.

**OKLAHOMA HISTORICAL SOCIETY**

**OKLAHOMA STATE UNIVERSITY**



Bob L. Blackburn  
Executive Director/  
State Historic  
Preservation Officer

Date: 5-8-02



Name: J.W. Alexander  
Title: Vice President for Research

Date: 4-29-02

**RECEIVED**

**APR 22 2002**

**A & S Dean's Office**