



STATE-APPROVED MUSEUMS AND CURATORIAL REPOSITORIES

FOR HELD-IN-TRUST COLLECTIONS

Standard Requirements for Curation Agreement Templates

History Colorado's State-Approved Museums and Curatorial Repositories Program allows approved museums or curatorial repositories (collectively "approved repositories") to charge a reasonable administrative fee for processing "curation" or similarly worded "intent-to-curate" agreements with permitted researchers. If the approved repository curates collections from external permitted researchers, a copy of the curation agreement template must be submitted to the State Archaeologist or their designee for approval (8 Colo. Code Regs. § 1504(9)). In an effort to give greater guidance to approved repositories, History Colorado created these standards for developing such agreement templates with permitted researchers.

State of Colorado Curation Agreement Template Requirements:

1. All agreement templates must cite the Historical, Prehistorical, and Archaeological Resources Act and its implementing regulations (Colo. Rev. Stat. §§ 24-80-401 and 8 Colo. Code Regs. § 1504) when referring to any statute or regulation supporting the requirements governing a curation agreement. Do not only cite Federal regulations (i.e. 36 C.F.R. § 79) as the Federal regulations do not govern State collections.
2. All agreement templates must clearly acknowledge that the State of Colorado retains title to artifacts or specimens collected from non-Federal public lands as well as all associated reports, original field notes, maps, drawings, photographs etc. (8 Colo. Code Regs. § 1504).
3. All agreement templates must require permitted researchers to deliver all collections (archaeological or paleontological) made from non-Federal public lands in accordance with the current *Submission Guidelines for State-Owned Archaeological Collections (#1636)* and 8 Colo. Code Regs. § 1504. If the collections are not prepared according to these standards, then the permitted researcher may be subject to the costs incurred by the approved repository to cure any deficiencies.
4. All agreement templates must require permitted researchers to return a fully signed official state deposit receipt from the approved repository, accompanied by a simple inventory list of items accepted by the approved repository for curation, to the State Archeologist.
5. All agreement templates must be signed and dated by the permitted researcher, or designated representative of the archaeological or paleontological firm (with their work title) and the title, date and signature of the approved repository representative.



6. Curation agreements with permitted researchers must never be made perpetual. Such agreements must be renewed within five years or less of issuance and will remain valid only so long as the repository retains its State-Approved status.

It is recommended that any curation one time deposit fees adopted by the approved repository (allowed under 8 Colo. Code Regs. § 1504) be cited and attached to the curation agreement so that the permittee can budget accordingly when developing a research plan and collections strategy.

Approved repositories may follow up the curation agreement for the permitted researcher with a more specific contract for services or memorandum of understanding detailing the repository's specific requirements (in addition to any State requirements), however any subsequent contract or memorandum must incorporate and be subject to the original curation agreement. All such contracts or agreements must be forwarded to the State Curation Coordinator for approval.

Please submit any new or changed "curation" or "intent-to curate" template to the State Curation Coordinator at HC_StateCuration@state.co.us



History Colorado

The State-Approved Museum and Curatorial Repositories Network is a program of History Colorado