

## Request for Letters of Interest: NPS Disability History Handbook Lead Editor

**Project Title:** National Park Service (NPS) Disability History Handbook

**Project Budget for Editorial Compensation:** \$17,500.00

**Deadline for Letter of Interest to NCPH:** January 21, 2022

**Expected Date to Award Project:** February 7, 2022

**Projected Start Date:** February 2022

**Timeline for Completion:** September 1, 2023

**Questions:** For more information, contact [ncph@iupui.edu](mailto:ncph@iupui.edu).

### Project Purpose

Via our cooperative agreement with the National Park Service, the National Council on Public History's objective with this Request for Letters of Interest (RfI) is to select a Lead Editor who will oversee the research, writing, and editing of a scholarship-based official National Park Service (NPS) Handbook on the history of people with disabilities in the United States. The Handbook is not a manual or how-to guide. Rather, it will be an anthology comprised of thematic and chronological essays, an introduction, an afterword, and a bibliography.

The history of people with disabilities in the United States is among the least interpreted topics in place-based American history. This handbook will offer vital context that will help NPS parks and programs; local, state, and Federal partners; and the general public uncover and tell stories related to persons with disabilities, recognizing that "disability" is a concept that shifts across time and place. The Handbook will lay the groundwork for future NPS projects, including interpretive and educational programming, historic site preservation, and a Disability History National Historic Landmarks Theme Study.

In this phase, we seek a Lead Editor to help us steward this project to completion. The Lead Editor will collaborate with the National Park Service and the National Council on Public History to determine the Handbook's content, scope, and format, informed by feedback from a community forum and scholars roundtable hosted in 2021. Recently produced handbooks on [Women Making History: The 19<sup>th</sup> Amendment](#) and [The Reconstruction Era](#) will serve as models for this work.

*Please read the full narrative below for the description of the project's scope of work and timeline. Send letters of interest to the National Council on Public History via [ncph@iupui.edu](mailto:ncph@iupui.edu) by January 21, 2021. Your letter of interest should come in the form of a single Word document. It should include a C/V highlighting the following: your experience shepherding projects, especially multi-author projects, to completion; your engagement with and connections to work on disability history, disability studies, and/or disability justice; any past editorial experience; and past work for the National Park Service or other federal agency. Please also include a statement of at least one page in length describing your priorities and vision for this specific project, including any ideas you have for must-cover topics in the Handbook, and possible avenues for public and NPS staff engagement post-Handbook. Additionally, please include a list of possible authors to approach.*

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### Project Statement of Work

The National Park Service is strengthening its efforts to interpret disability history at existing sites and to preserve places that are important to people with disabilities in the United States. In 2020, as the nation observed the 30<sup>th</sup> anniversary of the American with Disabilities Act, NPS programs sponsored research

on the history of disability. In 2021, NPS Park History hosted a community forum and a scholars' roundtable to consult with disability advocates, activists, and academics about key issues and themes in scholarship and among disability rights organizations to help inform this project.

The goal of this RLoI is to hire a Lead Editor to prepare an Official NPS Handbook on disability history in the United States and to hire up to 10 scholars to contribute thematic and chronological essays to the Handbook, up to \$2,500 is available for each essay author and essays will run approximately 2,500-3,000 words in length. We anticipate that disability activists, advocates, and consultants will also guide this work through peer review and on-the-ground knowledge. The specifics of the Handbook's content, scope, and format are elements that will be determined by the editor in collaboration with the National Park Service and National Council on Public History, aided by consultants and feedback from the community forum and roundtable. Recently produced handbooks *Women Making History: The 19<sup>th</sup> Amendment* and *The Reconstruction Era* will serve as models for this work.

The Lead Editor will have experience and skills in all aspects of publications production. Project work will include collaborating with NPS and NCPH to determine the essay themes to be explored in the Handbook; soliciting articles from appropriate scholars; developmental editing of articles; facilitating peer review and revisions of articles; copyediting articles; and working with authors to gather and recommend images, graphs, and maps to illustrate the essays and the Handbook. A Lead Editor with knowledge of the field of disability history is highly desirable.

In this cooperative project, NPS will provide oversight and final decision-making for intellectual content of this Handbook. The National Council on Public History will hire this Lead Editor and work with them to manage production and to hire scholars to write individual essays, an introduction, an afterword, and a short bibliography, and to gather and recommend images, maps, and any graphics. NCPH will be responsible for compensating the Lead Editor according to the schedule below. There is additional funding in the overall project budget for payment of essay authors.

**PLEASE NOTE:** Pending approval, there may be funding to:

- hire additional editorial assistance to coordinate the production, review, and final editing of 10 essays about themes in disability history and locate appropriate images and illustrations and secure permissions to use them.
- hire an accessibility consultant to help the editorial team determine best practices for creating publication formats that are accessible to persons with disabilities.
- provide stipends for Handbook advisers and essay reviewers drawn from members of disabilities communities in order to ensure inclusion and equity in content and format.

This project modification would also extended the timeline for completion of the project for up to one year. In the event this is possible, NPS and NCPH would work with the Lead Editor to revise the timeline.

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### Timeline and Compensation

The Lead Editor of this Handbook will work with NCPH and NPS to determine a reasonable final schedule for payment and to develop a related schedule of payment for individual essay authors. A possible sample timeline and schedule of payment for the Lead Editor is below:

Note: a Lead Editor can hire graduate students to assist, but the total editorial compensation available for the team would remain \$17,500.

<b>Deliverable</b>	<b>Deadline</b>	<b>Payment for PI</b>
Kickoff meeting with NCPH and NPS	By February 28, 2022	\$1,000 immediately following meeting
Selection of authors/topics for Handbook	May 1, 2022	\$3,000 by May 15, 2022
First drafts collected from authors	September 1, 2022	\$1,500 by September 15, 2022
Feedback to authors due, following input from NPS and NCPH	November 1, 2023	\$3,000 by November 15, 2023
Second drafts collected from authors	February 1, 2023	\$1,500 by February 15, 2023
Feedback on second drafts due to authors	April 1, 2023	\$3,000 by April 15, 2023
Final essay drafts collected from authors and sent to peer review	May 1, 2023	\$1,500 by May 15, 2023
Final Handbook to NPS, including any images, maps, and graphics; front and back matter; and bibliography.	August 1, 2023	\$3,000 by August 15, 2023

The Lead Editor will be compensated by NCPH following NPS approval of each deliverable, according to a payment schedule set between the project historian, NCPH, and NPS staff.

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### **Stipulations**

- The Lead Editor must be fully qualified personnel according to the Secretary of the Interior's standards for professional historians, outlined in NPS-28: Cultural Resource Management Guidelines, Appendix E. For this project we are looking for a Lead Editor with a PhD, or a MA with relevant experience doing research and editing works using primary and secondary sources.
- All reports and material collected resulting from the study will become the property of the United States Government. The Lead Editor may publish reports or other products based on the research conducted under this agreement, provided the NPS role is acknowledged and no sensitive information is shared.