

## Electronic Data Delivery (EDD) Guidelines

# Cultural Resources Data Requirements

This document contains instructions for data delivery of **cultural resources data**. This document outlines the folder structure, file contents, and file naming requirements for the data deliverables.

A data deliverable must contain:

1. a GIS point layer, in Esri shapefile format describing the cultural resource with associated attribution,
2. metadata documents in \*.html and \*.xml format, and
3. optionally, other supporting documents such as images, reports, etc.

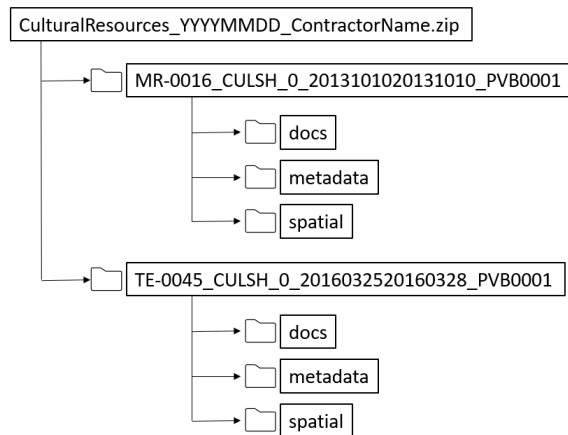
All delivered spatial data must be provided in the Horizontal Coordinate System: UTM NAD83 Zone 15 (meters) and the Vertical Datum: NAVD88 (feet). Delivered files will be compressed into a single \*.zip file named CulturalResources\_YYYYMMDD.zip, where 'YYYYMMDD' is the date the data package was delivered to CPRA, and whose structure, and contents are defined below.

Data deliverables for cultural resources data must include:

- 1) Zipped processed data package folder structure and contents:

*Example:*

Figure 1: Zipped data package deliverable folder structure and contents example



- a. **“docs”** folder: Associated files. That are not metadata, nor spatial data. These could include maps, images, and reports. NOTE: only PDFs, JPGs and ZIPs accepted. The name of the file should be stored in the DATAURL field of the spatial data.
- b. **“metadata”** folder: Metadata - FGDC compliant metadata in XML and HTML format and named using the File Naming Convention.

- i. The contractor must ensure the “Data\_Quality\_Information > Lineage > Process\_Step” sections of the metadata record covers the details of any data processing along with pertinent geodetic associated information (including but not limited to Horizontal Coordinate System, Vertical Datum, Geoid, Ellipsoid, Epoch, Vertical Benchmark, etc.). Metadata should clearly address the data collection process and clearly describe the units for any collected or sampled parameters. The contractor must ensure the provided metadata addresses data (e.g., to reports, maps or images) to which each cultural resource will “link.”
- c. “**spatial**” folder: Vector locations as a GIS point layer using the Esri shapefile format following the CPRA templates for cultural resources data using the geometry and attribution information below and, named using File Naming Convention.:
  - i. Attribute Specifications, Table: Cultural Resources (*also provided in Table 1 below*)
  - ii. GIS Shapefile Template: Cultural\_Resources.shp

**List of required attributes for each POINT included in a data deliverable.**

(From – Attribute Specifications, Table: Cultural Resources)

NOTE: The following special characters are NOT allowed within any elements: #, <, >, \$, +, %, !, ` , &, \*, ' , |, {, }, ?, “, =, /, ;, \, ,, @, blank spaces or commas.

Table 1: Attribute Specifications

Field Name	Alias	Description	Specific GIS Data Type	Unknown Data Values
TYPE	Resource Type	Cultural Resource Type. <a href="#">(see data type table below)</a>	Text (20)	UNKNOWN
PUB_DATE	Publication Date	Shows how current the reference is. The date that the collected dataset was published (YYYYMMDD).	Text (10)	99999999
REFERENCE	Reference Source	Source of this information.	Text (200)	UNKNOWN
X	X Coordinate (m)	Easting (X coordinate) value in meters.	Double (10,2)	-9999
Y	Y Coordinate (m)	Northing (Y coordinate) value in meters.	Double (10,2)	-9999
CONTRACTOR	Contractor	Name of contractor that collected the data	Text (100)	UNKNOWN
ORG	Organization	Organization that ordered the work.	Text (100)	UNKNOWN
DATAURL	Additional Data	The file name of additional data file(s) associated with the feature that are located in the docs folder.  Individual portable document format (pdf) or JPG files, such as an image do not require zip compression. However, all other data files (csv, txt, xyz, etc...) including all multiple file combinations require zip compression.	Text (200)	UNKNOWN
Meta_xml	XML Metadata File	The CPRA File Naming Convention-compliant file name of the xml metadata file located in the metadata folder.  Example: <b>MR-0016_CULSH_0_2013101020131010_PVB0001.xml</b> .	Text (200)	UNKNOWN
Meta_html	HTML Metadata File	The CPRA File Naming Convention-compliant file name of the html metadata file located in the metadata folder.  Example: <b>MR-0016_CULSH_0_2013101020131010_PVB0001.html</b>	Text (200)	UNKNOWN
COMMENTS	Comments	Special comments pertaining to a specific GIS record.	Text (250)	<NULL>

CPRA currently recognizes seven cultural resources data types (see *Table 2 below*).

*Table 2: List of Cultural Resources Data Types*

<b>Data Type</b>	<b>CODE</b>
Cultural Resource - Cemeteries	CULCE
Cultural Resource - Industrial Sites	CULIN
Cultural Resource - Mounds	CULMO
Cultural Resource - Plantations	CULPL
Cultural Resource - Shell Middens	CULSM
Cultural Resource - Shipwrecks	CULSH
Cultural Resource - Unknown	CULUN

*File Naming Convention elements are separated by underscores as follows:*

**Element 1** Project: MR-0016 (Mississippi River Hydrodynamic and Delta Management Study CPRA Project ID)

**Element 2** Data Type Code: CULSH (Cultural Resource/Shipwrecks)

**Element 3** Place: 0 (Single 0 for data delivered to CPRA)

**Element 4** Date: 2013101020131010 (Data was collected on a single day)

**Element 5** Sequence: PVB0001 (Processed data, data provider/processor's initials "VB," sequence value of 0002)

**Element 6** Optional: N/A (Since there is no optional value, the delimiter and any padding is eliminated)

***Data package deliverable folder name (Example):***

***MR-0016\_CULSH\_0\_2013101020131010\_PVB0001***