

Thank you for choosing to share your opinions in this survey. We know that your time is valuable, so each participant who completes a full survey will have the opportunity to enter a drawing. There are five rewards available: one ACRA conference registration (\$475 value) and four webinar registrations (\$129 value each). Your individual feedback will be aggregated with other survey responses and shared anonymously to help improve your access to the industry information you need.

The full report of the 2023 survey will be available to all who complete this survey. Completing this survey will take about half an hour. Some of the questions may require a small amount of investigation, but the survey has been designed so that you can stop and continue the survey at a later time without losing any information that you have already entered.

Vernon Research Group is an independent market research firm. We have strict privacy guidelines and do not share or sell your contact information. We are contacting you on behalf of ACRA, the trade association for the American cultural resources industry, to gather information about salaries and benefits that employees receive. The survey should be completed by the person or persons in your company with access to the financial information needed to respond accurately to the questions. If you are not this person, **please forward the link to the appropriate person in your company**. Note that you may need to work with several individuals in your firm to answer the questions fully.

ACRA conducted salary surveys in 2005, 2007, 2009, 2013, and 2019. The focus of this survey is primarily on wage and benefit packages. The independently collected and analyzed results provide essential longitudinal information on the state of the CRM industry. These data help substantiate industry trends over the long term.

You can move forward and backward throughout the survey if you need to update a previous response. You can also leave the survey and return by using the link you were emailed.

We look forward to receiving your responses. If you are the correct person to complete this survey and have access to the information at this time, **please click the button below to continue**.





Is your organization currently an ACRA member?

○ Yes
○ No

O I'm not sure





In which state is your organization's **headquarters** located?

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In which state(s) does your organization have branch offices? Select all that apply.

Alabama	Louisiana	Oklahoma
Alaska	Maine	Oregon
Arizona	Maryland	Pennsylvania
Arkansas	Massachusetts	Rhode Island
California	Michigan	South Carolina
Colorado	Minnesota	South Dakota
Connecticut	Mississippi	Tennessee
Delaware	Missouri	Texas
District of Columbia	Montana	Utah
Florida	Nebraska	Vermont
Georgia	Nevada	─ Virginia
Hawaii	New Hampshire	Washington
Idaho	New Jersey	West Virginia
Illinois	New Mexico	Wisconsin
Indiana	New York	Wyoming
lowa	North Carolina	My organization only has one location, no branch offices
Kansas	North Dakota	My organization did business in all states
Kentucky	Ohio	and DC



0%



100%



Indicate <u>all</u> states in which your organization**did business** in 2022. Select all that apply.

Alabama	Louisiana	Oklahoma
Alaska	Maine	Oregon
Arizona	Maryland	Pennsylvania
Arkansas	Massachusetts	Rhode Island
California	Michigan	South Carolina
Colorado	Minnesota	South Dakota
Connecticut	Mississippi	Tennessee
Delaware	Missouri	Texas
District of	Montana	Utah
Columbia	Nebraska	Vermont
Florida	Nevada	─ Virginia
Georgia	New	■ Washington
Hawaii	Hampshire	West Virginia
Idaho	New Jersey	Wisconsin
Illinois	New Mexico	Wyoming
Indiana	New York	My organization only has one location, no
Iowa	North Carolina	branch offices
Kansas	North Dakota	My organization did business in all states and DC
Kentucky	Ohio	

«

100%

0%



Which of the following best describes your organization's work?

- Full-service CRM firm (all CRM services such as archaeology, history, architectural history, preservation planning)
- CRM department in a non-CRM firm
- Provider of CRM services to other CRM firms (equipment, soil morphology, dating, palynology, remote sensing, ethnobotany, etc.)
- Specialized CRM firm (only archaeology, history, historical architecture, etc.)
- None of these apply





Which of the following services do you offer?

Select all that apply.

Archaeology
History
Architectural History/Preservation Planning
Geomorphology/Geoarchaeology
Cultural Anthropology/Ethnology
Other (please specify)



Which of the following <u>best</u> describes your organization?

For-profit corporation (PC, C-Corp, S-Corp)
For-profit limited liability corporation (LLC)
For-profit partnership
For-profit sole proprietorship
For-profit CRM department or profit center of a non-CRM firm
University
Other non-profit organization
Government agency





What is the name of your organization?

This answer will only be used to determine duplicate surveys; it will not be tied to any other survey answers or be shared publicly.





Does your organization work on **federal contracts** that incorporate $\underline{\text{wage determinations}}$?

Yes
No

0%



Now, we have some questions to gather workforce information about your company.

If your company is a stand-alone CRM firm, please complete the following information based on your <u>entire</u> firm. If you are with a CRM division within a larger firm, please base your responses only on the CRM <u>department or division</u>.





On your **payroll closest to September 30, 2022** what percentage of your employees were in each of these categories?

% Permanent, full-time (32-40 hrs/wk) salaried employees
% Permanent, full-time (32-40 hrs/wk) hourly employees
% Permanent, part-time (<32 hrs/wk) employees
% Temporary employees (<1,040 hrs/yr, whether full-time or part-time)
% Total





If the information is accessible, for all of 2022, how manytotal hours were worked by employees in each category?

Permanent, full-time (32-40 hrs/wk) salaried employees	
Permanent, full-time (32-40 hrs/wk) hourly employees	
Permanent, part-time (<32 hrs/wk) employees	
Temporary employees (<1040 hrs/yr, whether full-time or part-time)	
(()	
0%	



In 2022, **how many individual employees** (whether they worked for an hour or 2,080 hours) did your organization have on payroll?

0%



In 2022, **how many total hours** did all employees work (assume one full-time employee works 2,080 hours in a year)?

0%



What is the $highest\ educational\ level\ attained\ by\ your\ organization's\ 2022\ professional\ and\ management\ staff?$

Estimate the percentage of employees in your firm who fall into each category, based on their <u>highest</u> education level. The percentages should total 100%.

% have earned a high-school diploma as their highest degree
% have earned an associate's degree as their highest degree
% have earned a 4-year bachelor's degree as their highest degree
% have earned a 5-year professional degree as their highest degree
% have earned a master's degree or MBA as their highest degree
% have earned a Ph.D. as their highest degree
% Total





How many days of paid time offper year does your organization provide for a full-time, permanent employee who has $\underline{less\ than\ two\ years}$ with the organization?

Vacation days	
Personal days	
Holidays	
Other days (e.g., community service, jury duty, professional development)	
Sick days	
Consolidated leave (i.e., incorporates vacation and sick days into one category)	
0%	



How many days of paid time offper year does your organization provide for a full-time, permanent employee who has $\underline{\text{five years}}$ with the organization?

Vacation days	
Personal days	
Holidays	
Other days (e.g., community service, jury duty, professional development)	
Sick days	
Consolidated leave (i.e., incorporates vacation and sick days into one category)	
0%	



What is the $\underline{\text{maximum}}$ number of days of $paid\ parental\ leave$ your organization provides for a full-time, permanent employee?





Does the number of paid parental leave days for your organization vary by state?

Yes
No





How many **days of paid time off**per year does your organization provide for<u>temporary employees who work 40 hours per week</u> with the organization?

For this question, please answer using an annual rate of accrual even though they may not work for an entire year.

Vacation days	
Personal days	
Holidays	
Other days (e.g., community service, jury duty, professional development)	
Sick days	
Consolidated leave (i.e., incorporates vacation and sick days into one category)	
0%	



Does your organization provide health insurance coverage for its employees?

Yes
No

0%



Does your organization pay employees a **defined supplement** in lieu of a group insurance plan to assist them in paying for health care?

Yes
No





How much does your organization pay each employee monthly for **ahealth insurance supplement** in lieu of a group insurance plan?

\$ 0% 100%



What percentage of employees' health insurance premiums did your organization pay in 2022?

If you pay a flat rate with employees having the choice of multiple plans, please indicate the <u>average percentage</u> of payment.

0%
1-25%
26-50%
51-75%
76-99%
100%





What percentage of employees'life insurance premiums did your organization pay in 2022?

0% 1-25% 26-50%

<u>51-75%</u>

76-99% 100%





What percentage of employees' disability insurance premiums did your organization pay in 2022?

○ 0%○ 1-25%○ 26-50%○ 51-75%○ 76-99%○ 100%





Did your organization offer aretirement (e.g., 401k) or profit-sharing plan in 2022?

Yes

○ N o





Did your organization support and pay for employees'professional development in 2022?

Examples include professional registrations, professional association memberships, continuing education, professional service time, conference attendance.







Does your organization offer an **Employee Assistance Program (EAP)** or similar resources (financial planning, therapy/counseling, etc.)?

Yes
No

0%



Does your organization offerremote work options when employees are not "in the field"?

Yes
No





What is the $\underline{\text{maximum percentage}}$ of $\underline{\text{non-field work that can be performed from home}}$ (remotely) for the following groups of employees?

Company/department/branch management staff	%	
Editors	%	
GIS/graphics	%	
Professional-level technical staff (archaeologists, historians, architectural historians, ethnographers, preservation planners, etc.)	%	
Project managers	%	
Technicians (archaeology, lab, etc.)	%	

0% 100%



What are the hourly loaded bill-out fees your organization paid $\underline{other\ companies}$ for the following consultants in 2022?

If you did not use these consultants in 2022 but did in the previous year, fill in the most recent hourly rates for consultants your organization has used. If you did not use a consultant in the past two years, leave the amount blank.

Archaeologists	\$
Architectural Historians	\$
Computer Specialists (IT)	\$
Editors	\$
Ethno/Paleobotanists	\$
Ethnographers	\$
Geomorphologists/Geoarchaeologists	\$
Geophysical/GPR	\$
GIS Specialists	\$
Graphic Artists	\$
Historians	\$
Historic Preservation Planners	\$
Human Resource Professionals	\$
Legal Counsel	\$
Marketing	\$
Photographers	\$
Tax Accounting	\$
Other Accounting	\$
Urban Planners	\$
Web Designers	\$
Zooarchaeologists	\$
Other (please specify)	\$





Did your organization have **employees** (in-house) in any of these categories in 2022? Select all that apply.

Accounting
Computer Specialists (IT)
Ethno/Paleobotanists
Geomorphologists/Geoarchaeologists
Geophysical/GPR Specialists
Human Resource Professionals
Legal Counsel
Marketing
Photographers
Tribal Consultation Specialists
Web Designers
Zooarchaeologists
Other (please specify)
☐ The organization had no employees in any of these categories in 2022
0%



The next section of the survey covers the salaries or wages your organization paid in 2022. If there is more than one employee in a category, please provide an average wage. For salaried employees, please provide the average annual salary.

Please note that we are now asking about<u>actual</u> salaries or wages, not bill-out rates. Please do not include additional fees or any overhead expenses. Please answer both the number of employees <u>and</u> the average base pay for each type of employee your firm had in 2022 company-wide.

Note: If you have employees who fall into more than one category, pick the one category that describes the largest proportion of their work. When categorizing staff members, please pay attention to the job functions listed and categorize based on responsibilities more than strictly titles.





Business Owner/Principal/C-Suite Executive

The major shareholder(s), sole owner, or executive(s) of a firm who makes strategic decisions on the company's goals, hiring and firing, overall management, and marketing, and is responsible for the company's financial health.

Number of employees receiving an hourly wage	
Number of employees receiving an annual salary structure	
0%	



Business Owner/Principal/C-Suite Executive

The major shareholder(s), sole owner, or executive(s) of a firm who makes strategic decisions on the company's goals, hiring and firing, overall management, and marketing, and is responsible for the company's financial health.

Average hourly rate for this position	\$
Average annual salary for this position	\$
0% 100%	



General Manager/Operations Manager

If separate from a company Business Owner/Principal/C-Suite Executive as defined in the previous question, the primary manager of a cultural resources organization who has responsibilities related to oversight of day-to-day operations, including strategic decisions for the business, overall management and operations, finances, and human resources.

Number of employees receiving an hourly wage	
Number of employees receiving an annual salary structure	
0% 100%	



General Manager/Operations Manager

If separate from a company Business Owner/Principal/C-Suite Executive as defined in the previous question, the primary manager of a cultural resources organization who has responsibilities related to oversight of day-to-day operations, including strategic decisions for the business, overall management and operations, finances, and human resources.

Average hourly rate for this position	\$
Average annual salary for this position	\$
	>>
0%	100%



CRM Division/Department/Group Manager

The primary manager of a cultural resources division or group within a larger firm who has responsibilities for strategic decisions for that company's CRM business.

Number of employees receiving an hourly wage	
Number of employees receiving an annual salary structure	
0% 100%	



CRM Division/Department/Group Manager

The primary manager of a cultural resources division or group within a larger firm who has responsibilities for strategic decisions for that company's CRM business.





Regional Office Manager/Office Director

Responsible for the management and financial success of an office independent from the ${\tt company's}$ main ${\tt headquarters}$.

Number of employees receiving an hourly wage		
Number of employees receiving an annual salary structure		
0%		



Regional Office Manager/Office Director

Responsible for the management and financial success of an office independent from the ${\tt company's}$ main ${\tt headquarters}.$





Project Manager

Responsible for both project management and the technical aspects of cultural resource projects.

Number of employees receiving an hourly wage		
Number of employees receiving an annual salary structure		
0%		



Project Manager

Responsible for both project management and the technical aspects of cultural resource projects.





Principal Investigator/Senior Archaeologist/Senior Architectural Historian/Senior Historian/Senior Preservation Planner/Senior Ethnographer/Senior Project Director

Responsible for the day-to-day management of cultural resource projects, assigning tasks, planning field strategy, conducting analysis and writing reports.

Number of employees receiving an hourly wage	
Number of employees receiving an annual salary structure	
0%	



Principal Investigator/Senior Archaeologist/Senior Architectural Historian/Senior Historian/Senior Preservation Planner/Senior Ethnographer/Senior Project Director

Responsible for the day-to-day management of cultural resource projects, assigning tasks, planning field strategy, conducting analysis and writing reports.

Average hourly rate for this position	\$
Average annual salary for this position	\$
0%	



Archaeologist/Field Director/Project Director/Project Archaeologist

Meets the Secretary of Interior's personnel standards for Archaeologist. Responsible for the day-to-day management of simpler, less complicated projects or parts of projects, may be responsible for portions of reports and generally works under the supervision of a Senior Archaeologist or Principal Investigator.

Number of employees receiving an hourly wage	
Number of employees receiving an annual salary structure	
0% 100%	



Archaeologist/Field Director/Project Director/Project Archaeologist

Meets the Secretary of Interior's personnel standards for Archaeologist. Responsible for the day-to-day management of simpler, less complicated projects or parts of projects, may be responsible for portions of reports and generally works under the supervision of a Senior Archaeologist or Principal Investigator.

Average hourly rate for this position	\$
Average annual salary for this position	\$
0%	100%



Historian/Architectural Historian/Preservation Planner

Meets the Secretary of Interior's personnel standards for Historian or Architectural Historian. Responsible for supervising and/or conducting historical research for reporting CRM projects. Responsible to the PI for documentation and assessments of architectural and historical resources and researching and compiling National Register nominations and tax credit applications, etc.

Number of employees receiving an hourly wage	
Number of employees receiving an annual salary structure	
«	
0%	



Historian/Architectural Historian/Preservation Planner

Meets the Secretary of Interior's personnel standards for Historian or Architectural Historian. Responsible for supervising and/or conducting historical research for reporting CRM projects. Responsible to the PI for documentation and assessments of architectural and historical resources and researching and compiling National Register nominations and tax credit applications, etc.

Average hourly rate for this position	\$
Average annual salary for this position	\$
«	
0%	



Cultural Anthropologist/Ethnographer/Oral Historian

Responsible for supervising and/or conducting ethnographic, oral history, or similar research and reporting related to CRM projects.

Number of employees receiving an hourly wage	
Number of employees receiving an annual salary structure	
0%	



Cultural Anthropologist/Ethnographer/Oral Historian

Responsible for supervising and/or conducting ethnographic, or all history, or similar research and reporting related to CRM projects.





Laboratory Director

Primarily responsible for overseeing and managing all operations of the laboratory, including the processing, cataloging, analysis, reporting and curation of artifacts.

Number of employees receiving an hourly wage	
Number of employees receiving an annual salary structure	
0%	



Laboratory Director

Primarily responsible for overseeing and managing all operations of the laboratory, including the processing, cataloging, analysis, reporting and curation of artifacts.





Crew Chief

Serves as field supervisor of archaeological technicians and performs skilled tasks at archaeological field sites under the supervision of the Field Director/Project Director/Archaeologist/Project Archaeologist. Conducts hand excavations, walkovers and surveys, provides leadership to lower-grade Archaeological Technicians, and provides leadership responsibilities that are regular and recurring. Equivalent to an "Archaeological Technician III" under the Service Contract Act.

Number of employees receiving an hourly wage	
Number of employees receiving an annual salary structure	
0%	



Crew Chief

Serves as field supervisor of archaeological technicians and performs skilled tasks at archaeological field sites under the supervision of the Field Director/Project Director/Archaeologist/Project Archaeologist. Conducts hand excavations, walkovers and surveys, provides leadership to lower-grade Archaeological Technicians, and provides leadership responsibilities that are regular and recurring. Equivalent to an "Archaeological Technician III" under the Service Contract Act.

Average hourly rate for this position	\$
Average annual salary for this position	\$
0%	



Senior Archaeological Technician

Under the general supervision of Field Director/Project Archaeologist/Archaeologist/Project Director or Crew Chief, performs skilled tasks. Tasks include surveying, excavation, mapping and recordation of information on standard forms, flotation of soil samples, research of reference material, and identifying and recording sites. May be equivalent to an "Archaeological Technician II" under the Service Contract Act.

Number of employees receiving an hourly wage	
Number of employees receiving an annual salary structure	
0%	



Senior Archaeological Technician

Under the general supervision of Field Director/Project Archaeologist/Archaeologist/Project Director or Crew Chief, performs skilled tasks. Tasks include surveying, excavation, mapping and recordation of information on standard forms, flotation of soil samples, research of reference material, and identifying and recording sites. May be equivalent to an "Archaeological Technician II" under the Service Contract Act.

Average hourly rate for this position	\$
Average annual salary for this position	\$
0%	



Archaeological Technician

Under direct supervision of Crew Chief, performs unskilled and semi-skilled tasks at archaeological field sites. Equivalent to "Crew" or under the Service Contract Act would be "Archaeological Technician I."

Number of employees receiving an hourly wage	
Number of employees receiving an annual salary structure	
0%	



Archaeological Technician

Under direct supervision of Crew Chief, performs unskilled and semi-skilled tasks at archaeological field sites. Equivalent to "Crew" or under the Service Contract Act would be "Archaeological Technician I."

Average hourly rate for this position	\$
Average annual salary for this position	\$
0%	



Laboratory Technician

Responsible for the processing and identification of artifacts and samples and maintenance of laboratory facilities and equipment.

Number of employees receiving an hourly wage	
Number of employees receiving an annual salary structure	
0%	



Laboratory Technician

Responsible for the processing and identification of artifacts and samples and maintenance of laboratory facilities and equipment.





GIS Specialist/GIS Analyst

Responsible for the production of maps and geospatial data, and analysis of geospatial data.

Number of employees receiving an hourly wage	
Number of employees receiving an annual salary structure	
0%	



GIS Specialist/GIS Analyst

Responsible for the production of maps and geospatial data, and analysis of geospatial data. \\\\





Graphic Artist

Responsible for the production of graphic art, as assigned by the graphic arts director or other supervisor.

Number of employees receiving an hourly wage	
Number of employees receiving an annual salary structure	
0%	



Graphic Artist

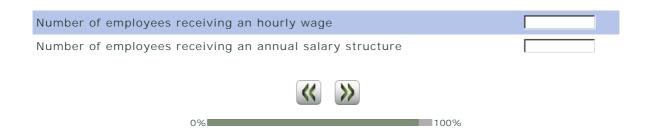
Responsible for the production of graphic art, as assigned by the graphic arts director or other supervisor. $\ \ \,$





Editor

Primarily or solely responsible for editing a company's work products.





Editor

Primarily or solely responsible for editing a company's work products.





Production Assistant

Primarily responsible for overseeing the production of reports, including layout.

Number of employees receiving an hourly wage	
Number of employees receiving an annual salary structure	
«	
1000/	



Production Assistant

Primarily responsible for overseeing the production of reports, including layout.

Round your answers to the nearest dollar.





Thank you for your participation in the 2023 ACRA industry survey!!f you completed the questions in the survey, you are eligible to receive a copy of the summary results.

Note: All ACRA members are eligible to receive the summary results regardless of completion. Non-ACRA members firms who did not complete the survey can purchase summary results.

Please select the options that apply.

☐ I would like to receive a copy of the summary results
I would like to be entered into the drawing for the conference registration and webinar slots
I am willing to be contacted by Vernon Research Group for future research studies
I do not want to participate in future research, be entered into the drawing, nor do want the summary results

