RESEARCH AND MONITORING APPLICATION FOR OC PARKS FACILITIES

PERMITTEE NAME_____

PROJECT TITLE_____

Address _____ City _____

State CA Zip _____ Primary Contact _____ Phone _____

E-mail Address _____ Advisor (if applicable) _____

INSTITUTION/ORGANIZATION _____ Department _____

Address _____ City_____

State CA Zip _____ Phone (_____)_____ Fax (_____) _____

E-mail Address _____

START DATE _____ **END DATE**_____

Please submit two sets of standard Management Unit Map and Emergency Access Maps with project sites/area(s) clearly identified and labeled. Please supply one access map for each Management Unit requested.

REQUIRED. Please attach a Statement using the following outline that describes the Research and/or Monitoring Project:

1. **Abstract.**
2. **Problem Statement**. Describe study purpose, rationale, questions or hypotheses, summary of experimental or analytical approach.
3. **Methods**. Describe taxa, approach and experimental design, proposed analyses, statistical analyses.
4. **Location of Research including Specific Sites, if known**. If site selection is a proposed component of research project, applicant is encouraged to obtain an Entry Permit to investigate and identify sites. Include Management Unit #s, District grid #s, GPS points or polygons, latitude/longitude, access roads, trails, and gates.
5. **Field Markers**. Identify type, number, configuration, removal dates and conditions.Unidentified field markers are subject to removal.
6. **Dates and Schedule of Field Activities**. List time of day, amount of time per day and number of days in field.
7. **Type of Manipulation** (Monitoring Activities that are observational and do not include any manipulation are subject to an abbreviated review process):
    a. Describe ground or soil disturbance.
    b. Describe application of chemicals including dosage, type, etc. (chemical use requires monthly reporting).
    c. Species to be planted, including table of amounts and sources. Seed should originate from as close to the site as possible.
    d. Describe seed or other specimens to be collected (species, amounts, locations, submit voucher specimens). If CNPS listed species are to be collected, sponsor must obtain appropriate permission before collection.
8. **Direct or Indirect Impacts on Organisms and/or Habitats. <u>If project involves handling of Vertebrate or Invertebrate Animals</u>**, provide description of methods including:
    a. **Trapping**. Describe type of traps or nets, frequency of monitoring, handling of animals during trapping, emergency contingencies, amount of time animals held.
    b. **Immobilization**. List all drugs and dosages, methods of administration, care of animal during immobilization, emergency plans, and all other procedures to be carried out during immobilization.
    c. **Collection of Material**. List all materials to be sampled and methods for obtaining samples; blood, tissue, stomach contents, feathers, skin, fur, etc., methods of preservation, methods of analysis, deposition of samples.

d. **Collection of Specimens**. List number of individuals collected, methods for collection/euthanization, deposition of specimens.

e. **Marking/Telemetry**. Fully describe marking methods; describe banding or tagging; describe any invasive marking methods - needles, tags, surgery, etc.; describe telemetry methods; describe any potential for behavioral alteration due to marking.

f. **Experience of Personnel**. Describe qualifications of personnel performing handling and/or marking of animals.

g. **Permissions to Conduct Procedures and Handle Biological Material**. Provide evidence of any necessary permissions including wildlife agency permits.

h. **Management of Infectious Disease**. Describe methods to ensure that human, animal and plant diseases will not be transmitted to and among individuals; methods for preventing project personnel from contracting infectious diseases from animals or spreading disease amongst animals or plants.

i. **Proposed Emergency Procedures** for Wildlife Handling. Describe best practices that will be employed for emergencies.

9. **Documentation of Permits**. All necessary permits must be obtained prior to initiating work; State and Federal Permits may take 1-6 months to obtain.

10. **Project Funding and Sponsorship**. Describe funding and sponsorship of project including funding source(s), status of funding (applied or in-hand), principal investigator (include curriculum vitae, affiliation, award amount, date and duration, grant number (if applicable).

REPORTING, PUBLICATION, ACKNOWLEDGEMENT:
Annual progress reports are required for all projects. The report will summarize the past year's activities and discuss any significant changes to the original research proposal. Upon receipt of specific changes in research activities and exact proposed research locations, a conditional renewal will be considered. At the close of the study, researchers are required to provide a final report. This report should describe the study methodology, summarize the data and findings, discuss management implications if any, and a list of relevant literature.

The dataset collected during the study shall be contributed to the database maintained by OC Parks on behalf of the open space lands (with proper proprietary controls). Data should be provided with complete metadata including title of each data set, the investigator's name, mailing address, e-mail address, and an abstract clearly establishing the topic of research, main objective of research, methodology used, and main findings and conclusions. All data will be archived in the OC Parks comprehensive open space database. No data will be shared outside of the agency from this database without permission of the investigators.

All researchers must identify the land owner and other participants and collaborators where applicable (i.e., OC Parks or City of Irvine lands and collaborations), in any publications or reports resulting from permitted research and monitoring. A copy of each publication or thesis (electronic and bound paper) resulting from investigation shall be provided to OC Parks for archiving on behalf of the open space lands.

I have read and agree to abide by all regulations and guidelines for Research and Monitoring in the open space. All information provided in this Application is true to the best of my knowledge. I understand that it is my responsibility to share this information to all personnel related to this Research and Monitoring project and to ensure that they comply with the requirements and conditions contained herein.

Signature of Applicant: _____ Date:_____
(Permit cannot be processed without legible signature)

Print Name_____ Phone: (_____) _____

MAIL/DELIVER TO:
OC Parks Reservations and Permits Unit
13042 Old Myford Road, Irvine, CA 92602
Telephone Number: (866) 627-2757
Fax Number: (714) 973-3336
Public Counter Hours: Mon-Fri: 8:00 a.m. – 4:00 p.m.