Montana Fish, Wildlife & Parks

TERRESTRIAL SCIENTIFIC COLLECTOR'S PERMIT

WILDLIFE BUREAU

APPLICATION

All activities related to animal capture and handling, wildlife rehabilitation, bird banding, educational display, wildlife relocation or carcass salvage will be authorized with this permit.

1. Permits are not transferable.
2. Applications will be reviewed according to the below schedule and must be submitted during the appropriate time frame for the permit to be issued prior to the start of field work.

Scientific Collectors Permit Application Submission, Review and Issuance						
Permit Applications Received	January & February	March & April	May & June	July & August	September & October	November & December
Permits Reviewed	March	May	July	September	November	January
Permits issued no later than:	April 15	June 15	August 15	October 15	December 15	February 15

Applications must be sent to:

MT Fish, Wildlife & Parks
Attn: Wildlife Bureau
Terrestrial Scientific Collector's Permits
PO Box 200701
Helena, MT 59620

or email: fwpwld@mt.gov

3. Permits must be in permittee's and/or subpermittee's possession during field work.
4. Any violation of the conditions of a permit may result in denial of future permit applications.

5. Permits will expire on project-end dates when appropriate but will not be issued for longer than 3-year time periods.
    - Example: A graduate project schedule from January 2010 through December 2013 may be permitted for that entire period but must include annual permit renewals.
    - Permits will be issued for one year only when deemed appropriate by the Wildlife Bureau and for projects with unclear end dates.
6. ***Annual renewals are required*** for all permits issued for multiple years. The annual renewal process provides a "check in" between the Department and permittee. Renewal forms are provided on MT FWP's website http://fwp.mt.gov/doingBusiness/licenses/wildlifeCollector.html
7. ***Annual reports are required*** under the provisions of this permit by **December 31** of the year issued.
    - Annual reports MUST include:
        - ✓ Species and number of species handled.
        - ✓ Date handling occurred.
        - ✓ Handling locations (GPS location in UTM coordinates, or latitude-longitude if possible; legal description in Township, Range, Section, and Quarter Section; otherwise, a detailed descriptive location).
        - ✓ Known biological information including animal sex, age, cause of death, etc.
    - Information used will be for administrative purposes, and to supplement location information in the Montana Natural Heritage Program on species of concern in Montana. Specific information will not be published or made available to the general public without permission of the permit holder.
    - Renewals and new permits will not be issued until the report for the previous year's work has been submitted and accepted.
    - Deadline extensions will be granted only for projects that include winter work that runs through the month of December. Email request for an extension may be sent to: fwpwld@mt.gov

Annual Reports must be sent to: MT Fish, Wildlife & Parks
Attn: Wildlife Bureau
Terrestrial Scientific Collector's Permits
PO Box 200701
Helena, MT 59620

or email: fwpwld@mt.gov

8. Data collected during the term of the permit must be compatible with the data fields and structures used in the Annual Report Form.
    - Annual Report Form is located at http://fwp.mt.gov/doingBusiness/licenses/wildlifeCollector.html

9. According to Sec. 87-2-806, Montana Code Annotated provides for denial of a permit for any of the following:
    - The applicant is not qualified to make the scientific investigation.
    - The proposed collection is not necessary for the proposed scientific investigation.
    - The method of collecting is not appropriate.
    - The proposed collecting may threaten the viability of the species.
    - There is no valid reason or need for the proposed scientific investigation.

10. The Department may place special authorizations or special requirements and limitations on any permit as necessary to protect the species to be collected, other species that may be affected and their habitats or to preserve the integrity of the scientific collection/bird banding methods.

    Research projects that require capture and/or handling of wild animals must comply with the Animal Welfare Act 1966 and its amendments 1970, 1976, 1985, and 1990. An approval of animal capture, handling and care protocols must be provided from an approved Institutional Animal Care and Use Committee (IACUC). Applicants can apply for a review by the MT FWP IACUC committee if one is not available through other means. Capture or handling activities must not begin until an official review has been completed. More information about an MT FWP IACUC review can be found on the FWP website http://fwp.mt.gov/doingBusiness/licenses/wildlifeCollector.htmlhtml or by contacting MT FWP Veterinarian, Jennifer Ramsey at jramsey@mt.gov.

11. Students or associates under the supervision of the principal investigator must have specific training in the collection/banding methods proposed in the application and be listed as a subpermittee.

12. All of the above provisions apply equally to all applicants whether they are government, university, or private entities.

13. Terrestrial Scientific Collector's Permits (MCA 87-2-806, Section 5) require permittee shall pay $50.00 for the permit, except that a permittee who is a representative of an accredited school, college, university, other institution of the learning, or of any governmental agency is exempt from payment of the fee.

- Rehabilitators are exempt from this fee.
- ***Checks will be cashed upon receipt due to mandatory administrative procedures. Refunds will be issued if a permit is denied.***

14. A supplemental questionnaire for bird banders is required for authorization of new permits. Questions are designed to judge the merit of invasive study methods (e.g. capture & handling) over non-invasive methods (e.g. observation only). Questionnaire can be found on the FWP website at http://fwp.mt.gov/doingBusiness/licenses/wildlifeCollector.html

15. A Federal Permit from the US Fish and Wildlife Service (USFWS) may be required prior to issuance of a State Permit.
    - Possession of a federal permit does NOT result in automatic issuance of a state permit.
    - Montana Birds are protected by the Federal Migratory Bird Treaty Act of 1918 (as amended), with the exception of rock doves (domestic pigeons), house sparrows, and starlings (both exotic species). Any project that entails handling or capturing of migratory bird species, or possession of birds or bird parts, therefore requires a federal permit issued by the US Fish and Wildlife Service. A federal permit must be obtained before a Montana Bird Banding/Possession permit can be issued.
    - A federal permit is required for any project that entails the handling or capturing of species listed as threatened or endangered under the federal Endangered Species Act or any project that may impact federally listed species.
        - A list of Montana wildlife species that are listed under the federal ESA can be found on FWP's website: http://fwp.state.mt.us/wildthings/tande/default.htm and at the USFWS Montana Ecological Services Field Office.

US Fish & Wildlife Service Migratory Bird Permit Office
PO Box 25486, D F C 960154
Denver, CO80225-0486
(303) 236-8171
http://migratorybirds.fws.gov

USFWS Montana Ecological Services Office
100 N Park, Suite 320
Helena, MT 59601
(406) 449-5225
http://www.fws.gov/montanafieldoffice/

Montana Fish, Wildlife & Parks

TERRESTRIAL SCIENTIFIC COLLECTOR'S PERMIT

WILDLIFE BUREAU

APPLICATION

Handwritten Applications may take longer to process if they cannot be adequately scanned into the system. **Incomplete Applications will be returned to the applicant**.

Date: _____

Name/Primary Project Contact: _____

Affiliation/Organization: _____

Address: _____

City: _____

State: _____

Zip: _____

Phone Number: _____

Email Address: _____

Section 1.

What activities is this application requesting authorization for?

- ☐ Scientific Collecting
- ☐ Bird Banding
- ☐ Educational Display
- ☐ Rehabilitation
- ☐ Relocation
- ☐ Salvage (if you plan to use roadkilled animals for capture bait, please check this box and describe activity, i.e. location and all persons who may collect roadkill, as part of this application.)

Indicate the date work will begin: _____ .

Section 2.

IACUC Authorization attached:

IACUC Number: IACUC Expiration Date: _____

IACUC Institution: _____

If you have applied for, but not yet received IACUC approval, indicate here the date of application and the institution reviewing the application. An incomplete application may delay issuance of this permit.

Section 3.

Federal Permits attached:

☐ Bird Banding	Permit #:	_____	Exp Date:	_____
☐ Educational Exhibit	Permit #:	_____	Exp Date:	_____
☐ Wildlife Rehabilitation	Permit #:	_____	Exp Date:	_____
☐ T & E species handling	Permit #:	_____	Exp Date:	_____
☐ Other _____	Permit #:	_____	Exp Date:	_____

If you have applied for, but not yet received federal permits, indicate here the date of application and any correspondence you have had with the permit office. An incomplete application may delay issuance of this permit.

Section 4.

Subpermittees are individuals who will be conducting activities under the authorization of this permit, but are not likely the primary federal permittee or project lead.

List all subpermittees names <u>and</u> addresses:

If not all subpermittees names are known at this time, in the case of students who have not started classes or technicians who have not yet been hired, indicate when a complete list of subpermittees will be available. Please notify MT FWP of any change in subpermittees during the course of the field work.

Describe here the supervision provided by the applicant to subpermittees. For example, will the applicant be in the field on a daily basis or will supervision be remote? What experience do the subpermittees have that qualify them for this work?

Section 5.

Give a brief description of the proposed work and why study is necessary (include project objectives, and dates of proposed work). Full study plans are required for all research. Attach study plans and/or research proposal to this application.

Section 6.

Describe collection gear and method(s) of collection, capture, and handling. Include measures to be taken to ensure animal welfare, sanitation and sterility (i.e.: food and bedding offered to small mammals; interval between trap checks; cleaning of cages and traps; disinfection of equipment when traveling between water bodies, etc.)

Section 7.

If you are working in Montana rivers, streams, lakes, or wetlands, have you read the "Protocols for Preventing the Spread of Fungal and Viral Pathogens" found on MT FWP website http://fwp.mt.gov/doingBusiness/licenses/wildlifeCollector.html?

☐ Yes ☐ Not Applicable

If you are working with bats, have you read the “Protocol for Preventing the Spread of White Nose Syndrom (WNS)” found on MT FWP website http://fwp.mt.gov/doingBusiness/licenses/wildlifeCollector.html?

☐ Yes ☐ Not Applicable

Section 8.

Describe the collection/banding locations, planned dates of work, anticipated number of species to be collected/banded and anticipated number to be kept as specimens or laboratory test animals. If animal carcasses or parts are to be salvaged and kept as museum specimens or education tools, list location of school or museum.

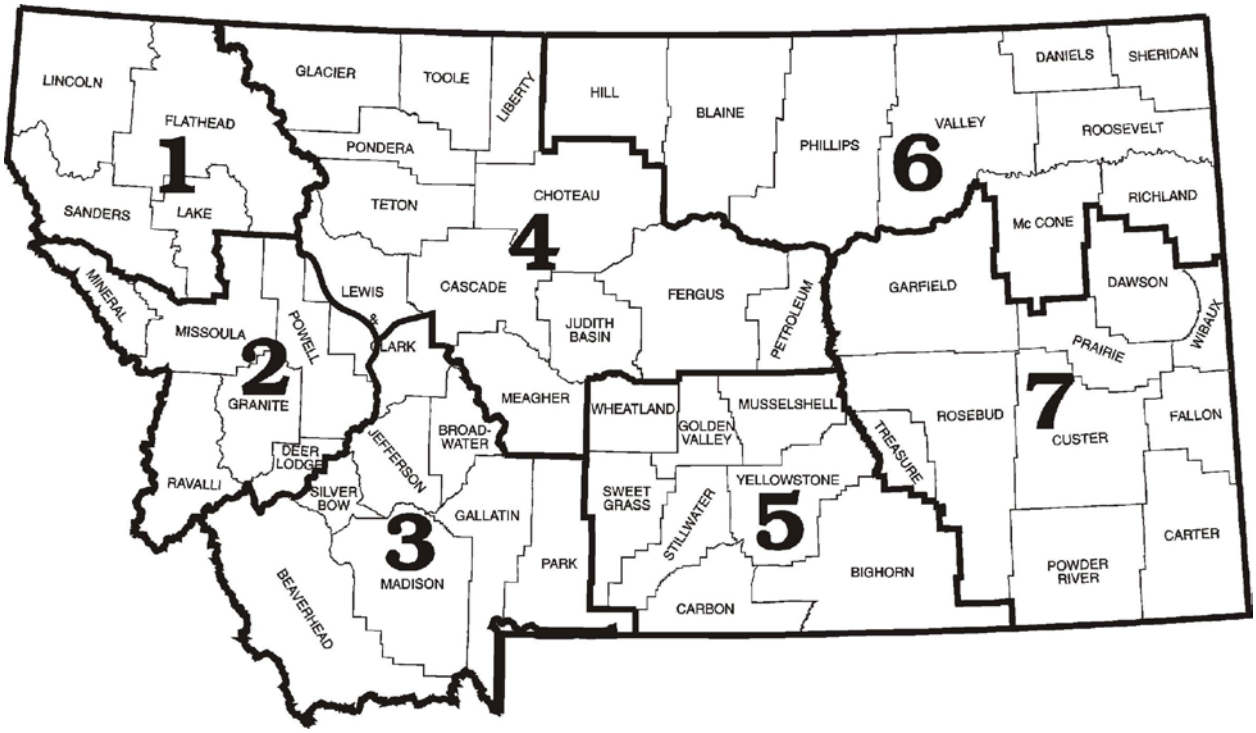
Species	Location	Dates of Proposed Work	Number to be Collected/Marked	Number to be Kept	Final Destination

Additional comments on the above information:

Section 9.

Below is a map showing MT FWP Administrative Regions. Please list the regions where your work will be conducted along with specific mountain ranges, water bodies, wildlife refuges, etc. <u>Please be sure to indicate locations on the map so that processing time is not extended.</u>

Specific mountain ranges, water bodies, wildlife refuges, etc.:



Section 10.

Describe provisions that will be made to protect Threatened and Endangered Species and Montana Species of Special Concern not targeted as part of this proposed work.

Section 11.

Checklist: Before submitting this application, please make sure you have included the following:

- ☐ Federal Permit (if applicable)
- ☐ Research/Study Proposal (if applicable)
- ☐ $50.00 Fee (if applicable)
- ☐ IACUC Authorization (if applicable)
- ☐ Bird Banding Supplemental Questionnaire (if applicable)

Remember: Incomplete applications will be delayed and may not be issued within 60 days.