



## APPLICATION FOR RESEARCH AND COLLECTING PERMIT

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(See instructions on following page. Please type or print legibly.)

### **Applicant Information:** (attach current curriculum vitae or resume)

Name of Applicant: [Click here to enter text.](#)

Name of Principal Investigator/Project Leader: [Click here to enter text.](#)

Institution or Organization: [Click here to enter text.](#)

Address/PO Box: [Click here to enter text.](#)

City, State, ZIP (Country): [Click here to enter text.](#)

Business Phone: [Click here to enter text.](#)

Home Phone: [Click here to enter text.](#)

FAX: [Click here to enter text.](#)

Email: [Click here to enter text.](#)

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### **Permissions Requested:** (check all that apply)

Type of project:

- Scientific (other than archaeological)
- Historical or archaeological
- Other (educational, arts, etc.)

The proposed project involves:

- No collecting
  - Collection of organisms, rocks, or other natural features or objects
  - Collection of historical or archeological artifacts
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### **Proposed Project Summary:** (please attach full proposal)

Title: [Click here to enter text.](#)

Summary: [Click here to enter text.](#)

Send completed application to:  
**Rebekah Rudy, Research Coordinator**  
**Santa Catalina Island Conservancy**  
**PO Box 2739**  
**Avalon, CA 90704**  
**Tel: (310) 510.1299 ext. 242; FAX: (310) 510.1729**  
**rrudy@catalinaconservancy.org**

## INSTRUCTIONS FOR COMPLETING APPLICATION

**Applicant Information:** Provide current curriculum vitae or resume along with the completed application form. If the applicant is not the principal investigator or project leader, this person must also submit curriculum vitae or resume.

**Permissions Requested:** Indicate the type of project and if your proposed project involves any collecting. If collecting requires federal or state permits, the applicant must provide proof of such permits before a Conservancy permit to collect will be issued.

\*\*\*Note on archaeological materials: A working catalog of materials and a formal loan agreement between the Catalina Island Museum and the Principal Investigator's institution are required prior to taking materials from the island for collection and study. The museum has been designated by the Conservancy as the repository for archaeological materials found on Conservancy property. The museum will be consulted regarding the proposed project and if approved, archaeologists should expect to work with the museum to establish a cataloging system.

**Proposed Project:** Give the title and brief summary of the proposed project, and attach a proposal describing it in more detail. This proposal should include the following:

- *Purpose of the proposed project* and its significance to your field of study.
- *Significance of the work to conservation*, especially on Conservancy land.
- *Locations or areas of work sites and collections.* Be as specific as possible; a map is helpful.
- *Methods*, including research or collecting techniques, manipulations of organisms or habitats, and the types and amounts of material to be collected (e.g., rocks, fossils, seeds, cuttings, leaves, live adult animals, dormant stages, eggs; give amounts in terms of number, weight, or percentage take from individuals or populations or site.)
- *Disposition of any collected material remaining after project is completed.* In general, organisms and other natural objects should be kept at or donated to scientific or educational organizations for documentation, further research or for teaching purposes. Historical and archaeological materials are the property of the Conservancy and must be returned to the Conservancy's designated repository, the Catalina Island Museum.
- *Description of potential impacts* to any State and Federally Listed organisms.
- *Schedule of work*, and the period over which work will take place. Permits may be extended with Conservancy approval.
- *Conservancy Support*, list if any logistical support is requested (vehicle, housing, staff)
- *List of organisms or objects to be collected*, if applicable. For organisms, give scientific names, authorities and common names (if there are any). In some cases, it may be more appropriate to list taxonomic groups (e.g., an insect family) or ecological groups (e.g., soil invertebrates). Indicate if any organisms that you plan to collect are listed as threatened or endangered by state or federal governments, or if they have been given special status by agencies or organizations such as California Department of Fish and Game, California Native Plant Society, and Bureau of Land Management.

Sign and date the application, and send it by mail, FAX or e-mail to the address listed on the front of the application. Your application will go through a review process that may take up to two months, after which you will be notified about the status of the application. If approved, the permit and conditions will be sent to you for your signature. After returning the signed permit to the Conservancy, you will be issued a copy.

**If you have any questions, please contact Rebekah Rudy, Research Coordinator at (310) 510.1299 ext. 242, or email [rrudy@catalinaconservancy.org](mailto:rrudy@catalinaconservancy.org)**

## Researcher Information

### Research on Catalina

To do research on Conservancy land, researchers must apply for a permit and submit a research proposal for evaluation. If the proposal is approved, a permit will be issued that is good for the length of the proposed study. The permit includes a list of regulations that must be followed while doing research on Conservancy property. Researchers are advised to allow two months for proposal review, permit processing, and arranging lodging and transportation on the island.

The Conservancy is a small, nonprofit organization with limited resources to support scientific research. We may assist by providing housing, transportation, guides, and field assistants. Reasonable fees are charged for housing and vehicle usage.

Researchers should plan to bring most equipment and supplies from the mainland, since island stores may not have certain items. The Conservancy has a small library with books, articles, maps, and reports that pertain to the island. We currently have a well equipped field lab at our Middle Ranch facility and an extensive Geographic Information System.

Because the logistics of doing research on Catalina can be complex, it is vital that you keep in close contact with the Conservancy concerning your travel schedule, and your on-island lodging and transportation arrangements. It is wise to select more than one possible time period for your research visit, since on-island housing or vehicles may not be available at certain times. Adverse weather conditions can seriously affect interior road conditions and may prohibit your access to do research in the interior of the island.

### Research Proposals

Please submit your proposal at least two months in advance of when you would like to begin your work to allow enough time for review. The proposal should be no more than 15 pages in length and include an introduction, sections on methods, expected results and their probable interpretation, and significance of the research. Describe your project in enough detail that it can be evaluated by another scientist. Explain why your research results will be useful to the Catalina Island Conservancy as this will be a prime consideration.

### Reports

At the completion of the project, researchers must turn in a research report along with copies of their data. The report should summarize the project, and discuss its implications for conservation and ecological restoration on the island. A multi-year project will also require an annual status report. The data should be in a format usable by the Conservancy. This information will be held in strict confidence. If the project was part of graduate work, copies of the dissertation, or thesis, should be submitted to us. Finally, reprints of any research articles from the project must also be deposited with the Conservancy. Please acknowledge the support of the Santa Catalina Island Conservancy in all of these publications.

### Transportation on the Island

Although researchers may be able to accomplish some of their work by hiking between field sites, most people will need motorized transportation. Since cars and trucks are not ferried to the island, researchers must rely on vehicles supplied by the Conservancy. Generally, a Conservancy staff member or volunteer with a vehicle will assist short-term researchers for the duration of their visit. After receiving the necessary island and vehicle orientation, long-term researchers may be permitted to operate vehicles on their own. For researchers who do not need to travel extensively, the Conservancy may be able to provide a drop-off and pickup service to their field study areas.

### Field Assistants

The Conservancy has staff and volunteers who may be able to help researchers as drivers, guides, and field assistants. Volunteers are trained by Conservancy staff in various tasks, and many are knowledgeable about the island's history and natural history. We prefer to have a volunteer or staff member accompany you in the field until you have become familiar with the island.

## Controlling Invasive Species Dispersal

To reduce the risk of introducing any additional invasive plant species to Catalina's unique island environment, clothing, hiking boots/shoes, backpacks, and tents must be **free of mud, soil or seeds**. Before arrival to the island, launder all clothing and clean gear and boots with soap and water. Inspect all your gear and clothing, especially backpacks, shoes and laces for seeds as you clean all your gear and pack. If you are bringing scuba/snorkeling gear &/or wetsuits, please make sure to clean them with a water/bleach solution to prevent alien algae introductions.

## Housing

Middle Ranch Bunkhouse 5 bedrooms (up to 10 people), 2 shared bathrooms, kitchen and living space. (Reservations are required. Limited space available.)

Standard Campsites There are established campsites at Little Harbor, Parsons Landing, Two Harbors, Black Jack Mountain, and Hermit Gulch in Avalon. For more information visit [http://www.visitcatalinaisland.com/twoHarbors/camp\\_blackjack.php](http://www.visitcatalinaisland.com/twoHarbors/camp_blackjack.php)

Primitive Campsites(boat-in) There are a limited number of coves, accessible only by boat, that are available for camping. For more information go to [www.campingcatalinaisland.com/](http://www.campingcatalinaisland.com/)

Laura Stein Volunteer Camp The site has four canvas-sided tents on raised decks, each tent has 8 padded bunk beds. For more information go to [www.catalinaconservancy.org/volunteers/group/camp.cfm](http://www.catalinaconservancy.org/volunteers/group/camp.cfm)

BlackJack Volunteer Camp: This site has four Inflatable canvas tents that have ten padded bunks each. It is located adjacent to the public campground on Mount Blackjack. Full working kitchen, bathrooms, showers and limited power is available here.

Other Accommodations It is also possible, but more expensive, to stay at a hotel or rental house in the city of Avalon or at the Banning House Lodge at Two Harbors. Hotel rooms and rentals for May through September are often booked months in advance. USC/Wrigley Institute of Environmental Studies has housing available. Visit <http://college.usc.edu/wrigley/research/lab3.cfm> for more information.

All housing is located some distance from restaurants and stores. Grocery stores are located in Avalon and Two Harbors, and most researchers should plan to shop for groceries upon arrival. There are automatic teller machines in Avalon and Two Harbors

## Memorandum of Understanding

Regarding collaboration between academic programs, researchers and the Catalina Island Conservancy

The Catalina Island Conservancy supports research and education as a critical part of its larger mission. Some of these activities require substantial collaboration between the academic groups or researchers and the Conservancy and these relationships should be seen as partnerships that strengthen the missions of both parties. For programs where the Conservancy permission or funding is required to accomplish the research or education goals, the Conservancy would like a clear understanding of the responsibilities of academic group or researcher for the public dissemination of information about the program, project or its results. The Conservancy requires acknowledgement and agreement of this policy as part of any approval to use its lands for research and education.

**PUBLICATION OF RESULTS** - Researchers, contractors or classes working on Catalina Island Conservancy-related projects will collaborate or coordinate with the Conservancy's Chief Conservation and Education Officer in the preparation and production of manuscripts for submission to scientific journals. The Conservancy does not mandate authorship or content, merely the opportunity to comment. Manuscripts should be sent to the Conservancy's Chief Conservation and Education Office in advance of initial submission and again, in advance of final submission after peer-review. The Conservancy requests a 15 day period to conduct its review in each case unless otherwise agreed. This would give the Conservancy scientific staff the opportunity to review and offer comments or suggestions to the manuscripts. In all cases, the final decisions about content rest with the authors. The Conservancy requires that the

authors should respond to the conservancy with a description and justification for any of the changes that the Conservancy suggests that they choose not to incorporate in the papers.

**ANNOUNCEMENTS TO THE MEDIA** - Researchers working on Catalina Island Conservancy-related projects will collaborate with the Conservancy's Chief Conservation and Education Officer and Chief Communications Officer in the development of any and all information regarding said research for distribution to the media, or which could be obtained by the media. This includes but is not limited to all press releases or materials developed for electronic posting or for print to a wide audience which will be (1) conceived and developed with said Conservancy personnel or their designees, and (2) submitted in final form before distribution, posting or printing for review by said Conservancy personnel or their designees for accuracy. An authorized agent of the Conservancy may decline part, or all of this involvement at any time which researcher must hold in written form to exempt as a requirement.

### **Facilities/Services Charges**

Researchers are charged for the use of Conservancy housing and vehicles to help offset maintenance and operating costs. Total charges are either due upon departure, or billable to the researcher or to the researcher's institution.

*Housing* ~ \$25.00 per person per night (\$300.00 per person per month)

*Vehicle use* ~ \$60 per day plus \$1.03 per mile

*Drop-off or Pickups* ~ \$25.00 per drop-off or pickup

**For a full list of fees, please contact Rebekah Rudy, Research Coordinator at (310) 510.1299 ext. 242, or email [rrudy@catalinaconservancy.org](mailto:rrudy@catalinaconservancy.org)**