

ODNR, DIVISION OF FORESTRY
APPLICATION FOR SPECIAL USE/EVENT PERMIT- RESEARCH

The intent of this form is to ensure all proposed research is compatible with existing uses and management of state forest property, ensure safety of applicant(s), visitors, and employees, ensure all forest rules are being followed or waived, and ensure division staff are aware of ongoing projects.

Instructions and General Information

1. Applications must be submitted at least 30 days prior to the event.
2. No event shall be advertised or publicized in any way prior to the issuance of a permit. Failure to comply with this condition shall be just cause for denying the permit.
3. The applicant must coordinate detailed arrangements with the Forest Manager, who may add conditions on the permit to protect public health and safety or forest property.
4. A performance bond to be determined by the Chief may be required if, in the opinion of the Division, costs or damages may result from the event/activity, or to ensure compliance with permit conditions. All or a portion of the bond may be returned upon the satisfactory conclusion and evaluation of the event.
5. Special use permits, unless specified, do not grant the applicants any exclusive rights over the general public for use of state forest areas.
6. Unless otherwise specified, all laws and Division rules shall be in effect.
7. Request for military training permits should include details on type of exercise and number and type of vehicles or aircraft involved. Firing of blanks or ammunition of any kind is prohibited.
8. Approval or denial of a special use permit application will be completed within thirty days of receiving a complete application. A complete application consists of answering ALL of the following and providing detailed information where requested.

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Following to be completed by applicant (print with pen)
(Forward completed application to state forest named below)

1. Name of Forest(s) _____ 2. Date of Application _____

3. Anticipated length of field sampling (i.e. one week, 6 months, etc.) and the approximate intensity (daily, once per week, etc.) of the requested research activities. Include dates if known:

4. Name (title) and /or brief description of research activity:

5. Specific locations of the state forest(s) (attach a map, if possible):

6. Estimated number of researchers and field staff (including their name(s) and title(s):

7. Please provide a detailed outline of the procedures and design plan of this proposed research activity, including (please attach additional sheets, exhibits, etc. as necessary):

- a. research goals and/or objectives;
- b. background information relating to the subject and associated ongoing research;
- c. sampling methods, including any action(s) that may lead to possible disturbance to state forest property, including vegetation manipulation, soil excavation, or animal disturbance;
- d. published material detailing sampling methods;
- e. area impacted (example- size of plots, number of plots, total area of study);
- f. supplies and equipment that may need to be used and placed on state forest property, and the location of these items on state forest property, including plot markers or tags (please attach a map to identify these specific areas);
- g. known risk of mortality or disruption of reproduction due to sampling techniques for any animal species listed by the ODNR Division of Wildlife under OAC 1501:31-23 as threatened or endangered (attach literature if applicable);
- h. target audience of research/ potential publishing venues (e.g. peer reviewed journals, master's thesis, poster session, Federal or State agency survey). Please note, the ODNR Division of Forestry requests that a copy of the findings be sent to the Forest Manager upon completion of the research activity.

8. Will any pre- or post- experiment design set-up/tear down assistance be needed by the ODNR Division of Forestry?

9. Will any federal or other state issued permits be required? If so, please provide copies of these approved permits to fully complete this section of the application.

10. Will any special access be need to be provided- gate keys, permits to use on UTV's on trails, etc.?

11. Other comments: _____

Contact Person: _____ Phone: _____

Address: _____

City: _____ State: _____ Zip Code: _____

The undersigned applicant certifies that he or she has the authority to act on behalf of the sponsoring organization and is 18 years of age or older.

The applicant and sponsoring organization(s) or individual(s) further agree to indemnify and save harmless the State of Ohio from any and all liability for personal injury or property damage or any harm sustained in conjunction with activities authorized by the permit, whether such personal injury or property damage is caused by the negligence of the State of Ohio or its employees, officers, agents, or otherwise.

Signature

Date

Name (printed)