



# Montana Fish, Wildlife & Parks

## Terrestrial Scientific Collector's Permit

Updated December 2018

### Scientific Collection and Bird Banding Application Information

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 Division  
Terrestrial Scientific Collector's Permits  
PO Box 200701  
Helena, MT 59620  
Or email: [fwpwld@mt.gov](mailto:fwpwld@mt.gov)

**\*\* Please omit pages 1 – 4 of this packet when submitting an application, as these pages are informational only \*\***

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. Please e-mail [fwpwld@mt.gov](mailto:fwpwld@mt.gov) to renew your application.
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](mailto: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](mailto: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/fishAndWildlife/licenses/scientificWildlife/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.
  - a. 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/fishAndWildlife/licenses/scientificWildlife/wildlifeCollector.html> or by contacting MT FWP Veterinarian, Jennifer Ramsey at [jramsey@mt.gov](mailto:jramsey@mt.gov).
  - b. Bird banding that involves radio telemetry marking and/or extensive handling or long holding times requires IACUC approval.
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 must 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 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.mt.gov/fishAndWildlife/species/> 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 APPLICATION

**SCIENTIFIC COLLECTION / BIRD BANDING**

Updated January 2020

**Incomplete Applications may be returned to the applicant.**

**Date:**

\_\_\_\_\_

**Name/Primary Project**

**Contact:**

\_\_\_\_\_

**Affiliation/Organization:**

\_\_\_\_\_

**Address:**

\_\_\_\_\_

**City/State/Zip:**

\_\_\_\_\_

**Phone Number:**

\_\_\_\_\_

**Email Address:**

\_\_\_\_\_

**Indicate the date work  
will begin:**

\_\_\_\_\_

*Permit issuance cannot be guaranteed by the proposed start date if this applicaion has been submitted less than 60 days prior to the proposed start date.*

**Section 1. Work Description**

One sentence about the project:

\_\_\_\_\_  
\_\_\_\_\_  
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Give a brief description of the proposed work including 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.

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In two sentences or less describe in layman's terms the potential implication of your proposed work to: 1) the advancement of science; 2) wildlife or habitat management decisions; 3) understanding of wildlife or human health and safety; 4) public understanding of wildlife management or conservation; and/or 5) public understanding of the value of wildlife.

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For any projects involving disease surveillance or testing the applicant must coordinate with the FWP Wildlife Health Program prior to starting work. Have sampling protocols and plans for delivery of samples and/or test results been coordinated with FWP Wildlife Health Program staff?

Yes  No

Briefly describe plans for coordination.

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**Section 2. Activity** (Check all that apply)

\_\_\_ **Scientific Collecting** (e.g., animal capture and collaring/markings, capture for species ID)

\_\_\_ **Bird Banding** (e.g., MAPS stations, capture and radio marking, capture for species ID)

\_\_\_ **Relocation** (e.g., relocation of raptors and nests from utility poles, live removal and relocation of nuisance animals)

\_\_\_ **Salvage** (e.g., use of roadkilled animals for capture bait, educational display, genetics sampling, or species identification)

\_\_\_ **Other** (please explain)

### Section 3. IACUC Authorization

MFWP cannot issue a scientific collector's permit without a valid and current IACUC approval for any project proposing to handle live animals. Standard bird banding and rehabilitation work is exempt from IACUC approval. Bird banding that involves radio telemetry marking and/or extensive handling or long holding times requires IACUC approval.

<b>IACUC Authorization Attached?</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Applicable
<b>IACUC Number:</b>			
<b>IACUC Institution:</b>			
<b>Approval and Expiration Dates:</b>			

If you have applied for, but not yet received IACUC approval, indicate here the date of application and the institution reviewing the application:

<b>Date of Application</b>	<b>Institution</b>

### Section 4. Federal Permits

MFWP cannot issue a scientific collector's permit without a valid and current Federal Permit for any project proposing to handle federally protected animals.

**Federal Permits attached** (Check all that apply)

<input type="checkbox"/> Bird Banding	Permit #:	_____	Exp Date:	_____
<input type="checkbox"/> Depredation	Permit#:	_____	Exp Date:	_____
<input type="checkbox"/> T & E species handling	Permit #:	_____	Exp Date:	_____
<input type="checkbox"/> Other: _____	Permit #:	_____	Exp Date:	_____

If you have applied for, but not yet received Federal permits, indicate here the date of application and describe any pertinent correspondence between yourself and the USFWS.

<b>Date of Application</b>	<b>Correspondence</b>

**Section 5. Subpermittees** (List all subpermittees names and organization)

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

Name	Organization

If not all subpermittees names are known at this time, 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.

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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?

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**Section 6. Methods**

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.)

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## Section 7. Disease Prevention

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. Collection

Describe the collection/banding locations, planned dates of work, **anticipated** number of species being collected/banded, and **anticipated** number to be kept as specimens or laboratory test animals. If animal carcasses or parts are being salvaged and kept as museum specimens or education tools, list the location of school or museum. Please use **common name(s)** to describe species/group.

Species/ Species Group	Location	Dates of Proposed Work	# To be Collected/ Marked	# To be Kept	Final Destination

Additional comments on the above information:

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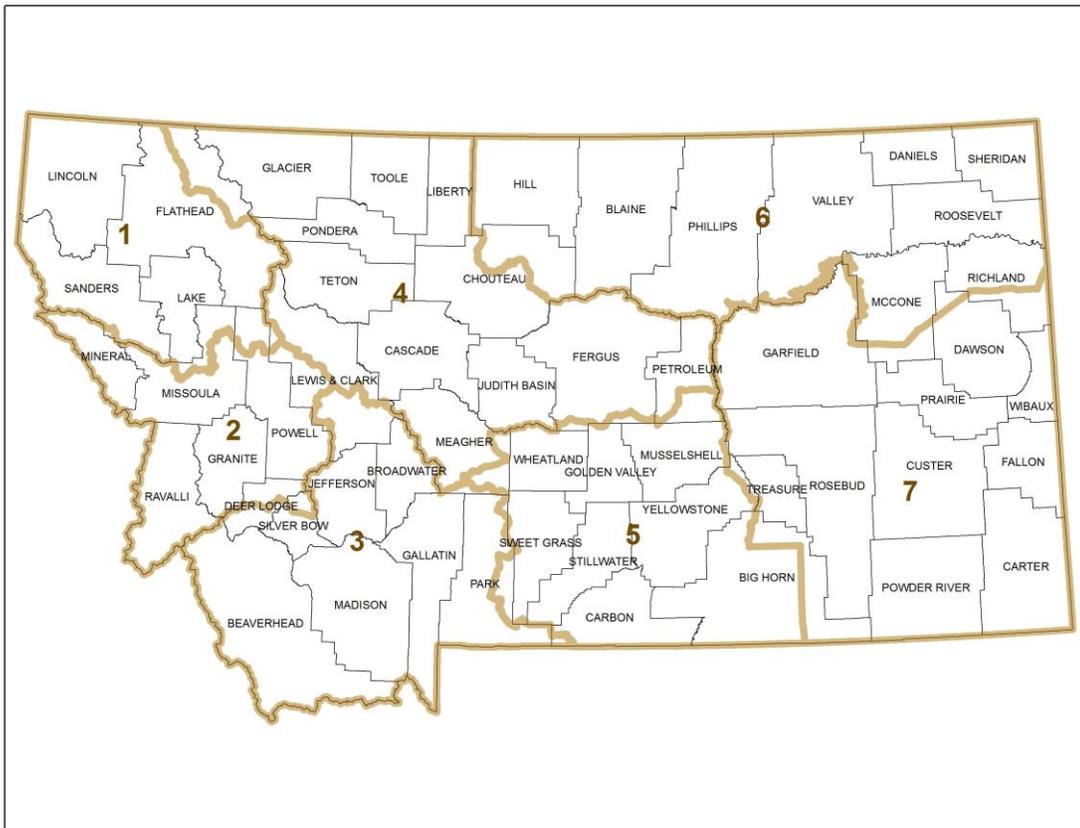
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### Section 9. Location of Work

Below is a map showing MFWP Administrative Regions. Please list the regions where your work will be conducted along with specific mountain ranges, water bodies, wildlife refuges, counties, etc. Permit applicant is responsible for obtaining landowner permission prior to beginning any work. This may require separate 'land use' or 'activity' application processes with other agencies.

Region(s) where you are likely to collect animals:	
Specific mountain ranges, water bodies, wildlife refuges, counties, etc.	



## Section 10. Non-target Species Protections

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.

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## Section 11. Checklist

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

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

\_\_\_\_\_ Federal Permit (if applicable)

\_\_\_\_\_ Research/Study Proposal (if applicable)

\_\_\_\_\_ \$50.00 Fee (Applies to all applicants not associated with an accredited school, college, other institution of learning, or a government agency. Rehabilitators are exempt from this fee.)

\_\_\_\_\_ IACUC Authorization (if applicable)