

Applicant Guidance:

Scientific Collecting Permits for State-Listed Species

The following information is provided as guidance to assist applicants in submitting a complete and sufficient application that includes all information necessary to determine whether the application meets criteria to issue a permit. Submitting a complete and sufficient application can expedite the permitting process by preventing delays triggered by missing information.

Permit Application Checklist

You will need to gather or have access to the information below in order to complete and submit the application in the [Online Permit System](#).

To register as a new user, you will need:

- To determine if you are registering as an Individual or Non-Individual (business or other entity) Applicant.
- Applicant's contact information including name, physical and mailing addresses, phone and fax numbers and email address.
- Applicant's social security number or driver's license state of issuance and number. If applying as Non-Individual, you will need the organization's FEIN/FEID number and name of contact person.
- To also apply for a self-issuing Registered Agent permit in the [Online Permit System](#) (this only applies to those applications requesting to designate sub-permittees). Once issued, you can manage sub-permittees who have delegated approval to work under the permit in your absence.

To apply for a scientific collecting permit, you will need:

- Your user name and password (created when registering as a new user).
- Project name, description, address, and driving directions.
- To identify project activity as either: bird banding, live possession, salvage, scientific collecting (multi-purpose or undefined activity), or voucher.
- To list the project county/counties, township, range and section, latitude, longitude and parcel identification number (if applicable).
- A summary of research/educational scope and objectives, target species, methodology, final disposition.
- Information from previous state-issued permits.

You will need the following attachments:

- A research plan detailing the purpose, scope, objectives, methodology and disposition of the proposed scientific work, or an educational plan and documentation of the facility's wildlife conservation program (*required*).
- Benefit to Survival Potential (*required; see next page*).
- Copies of current or former state-issued permits (*if applicable; outstanding reports for prior permits must be provided before permits will be issued.*)
- A wildlife acquisition form/letter, and supporting documentation such as photographs, brochures, published research material, (*required to document listed species legally obtained*).

Attachments may be uploaded as part of the online application. The following file types are accepted: *.doc, *.docx, *.xls, *.xlsx, *.pdf, *.txt, *.ppt, *.png, *.tif, *.gif, .jpg, and *.jpeg. There is no limit to the number of attachments; however, the online system will only accommodate attachments that are each 20 megabytes or less.

Factors considered when issuing permits

Intentional take permits (including scientific collecting and educational use) for state-Threatened species may be issued for purposes that further the conservation or survival of the species. FWC staff considers the factors outlined in Rule 68A-27.003(2), [F.A.C.](#), when determining if an application will benefit the survival potential of the species. These factors are presented below with additional information to assist applicants in submitting a complete application.

[Species Conservation Measures and Permitting Guidelines](#) (Guidelines) can inform applicants about species-specific permitting considerations. Guidelines include sections on intentional take and scientific collecting. Consulting the Guidelines is strongly encouraged as a first step in preparing your application. For species that do not yet have Guidelines developed, refer to the [Species Action Plan](#).

Benefit to Species' Survival Potential:

Please respond to each of the following questions. Responses should be submitted as an application attachment in the online permit system. The attachment should be titled "Benefit to Survival Potential".

1. Is the project's purpose adequate to justify removal of specimens?
If specimens will be removed from the wild, outline the consistency with the goals and objectives of the Species Action Plan to justify removal.
2. What probable direct or indirect effect will the project have on the wild population?
If proposed activities may affect the wild population, explain what the probable effects are, and if the effect furthers conservation and survival. If it does, explain how. Explain any measures that will be taken to minimize potential effects to the wild population.
3. Does the project conflict with any programs intended to enhance the survival of the species?
Refer to the [Guidelines](#) or [Species Action Plan](#) for the species to determine if any proposed activities in the application conflict with the conservation actions identified for the species.
4. Will the project likely reduce the threat of extinction?
Explain how the proposed activities in the application will provide a conservation or scientific purpose that addresses the threat of extinction. Refer to the [Biological Status Review Report](#) for the species for factors contributing to risk of extinction. The Species Action Plan also outlines threats to the species and conservation actions to address those threats.
5. What are the opinions and views of experts?
Opinions of those with species expertise will be considered during application review. Include any known relevant opinions, along with the individual or organization from which they originate.
6. Are the expertise, facilities, and resources available to the applicant adequate to accomplish the project objective?
Document the experience, knowledge, and capability of all individuals listed on the permit application (if you are a Registered Agent, please upload this information for yourself and anyone authorized to work under the permit to your account). Document the adequacy of facilities and equipment available to you to conduct the proposed activity.
7. Is there a concern for human safety?
If applicable, document any relevant risk to human safety posed by the species, and demonstrate that available deterrent methods have been exhausted.