

NPS / ToD – BTA Process Related to Research

Abbreviations:

RPRS – Research Permit & Reporting System (for NPS)
NPS – National Park Service
BITH – Big Thicket National Preserve
BTA – Big Thicket Association
ToD- Thicket of Diversity
IAR – Investigator Annual Report
PI – Primary Investigator
TWIG- Taxonomic Working Inventory Group
RM – Resource Management – Big Thicket National Preserve
IRMA-Integrated Resource Management Applications
ICMS/Rediscovery- Name of Program NPS uses for Museum Management

Organizations / Committees Involved when funding from ToD/BTA is tied to a NPS Research Permit:

NPS, BITH, RM, ToD, BTA, ToD Science Committee, ToD Executive Council

FAQs

Q. Do I need a NPS/BITH Research Permit?

- A1.** If your research is outside the boundary of BITH – No permit is required
A2. If your research is inside the boundary of BITH – A Research Permit IS Required

Q. How Do I apply for a NPS/BITH Research Permit?

- A1.** You will need to visit <http://irma.nps.gov/rprs/> and create an Investigator Profile and submit a research proposal for review by NPS / BITH staff.

Q. Do you have a contact person for questions related to the NPS/BITH Research Permit Process?

- A1.** Herbert Young, Biologist, Big Thicket National Preserve at 409-951-6821 or herbert_young_jr@nps.gov

Q. Do you know if ToD/BTA has funding for my research?

- A1.** You will need to speak with or email the Director – Mona A. Halvorsen at 936-274-1181 or 409-926-6000 or director@thicketofdiversity.org

Q. If I received funding for my research **Inside** NPS/BITH Boundary what is required to receive final payment from ToD/BTA funded research?

- A1.** The following items are required to receive final payment from ToD/BTA:

1. All NPS Requirements must be completed.

These include the following items:

- a. Completed IARs for each year your research permit was valid
- b. Original or copies of all field notes and data collected during the permit

- c. Copies of Final Papers, Thesis, Publications, Checklists, Journal Articles, and Reports from the data collected during the permit or as a result of the permit.
- d. If field collections were retained and NOT Destroyed during analysis the following is also required:
 - i. A completed spreadsheet provided by NPS/BITH/RM staff completed by PI with all required fields completed.
 - ii. A signed loan agreement processed by NPS/BITH/RM staff to permanently house collected specimens at a designated repository.
 - iii. Verification or receipt by the designated repository that all specimens have been received with proper documentation (collector number, NPS catalog number, NPS accession number, etc.)
- e. If no field collections were retained or destroyed during analysis only items a, b, and c are required for the NPS.

2. All ToD/BTA Requirements must be completed.

These include the following items:

- a. All of NPS required items as listed above.
- b. Final Acceptance by ToD/BTA Science Committee of submitted findings/work etc.

Q. If I received funding for my research **Outside NPS/BITH Boundary what is required to receive final payment from ToD/BTA funded research?**

A1. All ToD/BTA Requirements must be completed.

These include the following items:

- a. Final Report, Data, Photos, Publications, Signed and dated Check Request, TCEQ funding requires receipts and work logs.
- b. Final Acceptance by ToD/BTA Science Committee of submitted findings/work etc.

ToD/BTA Funding Flow Chart



