

**New York State Office of Parks, Recreation and Historic Preservation (OPRHP)**  
**Scientific Research Application and Permitting System**

New York State Parks are an excellent resource for conducting scientific research. The Scientific Research Permitting System enables OPRHP to track and organize research projects and data collected in parks statewide.

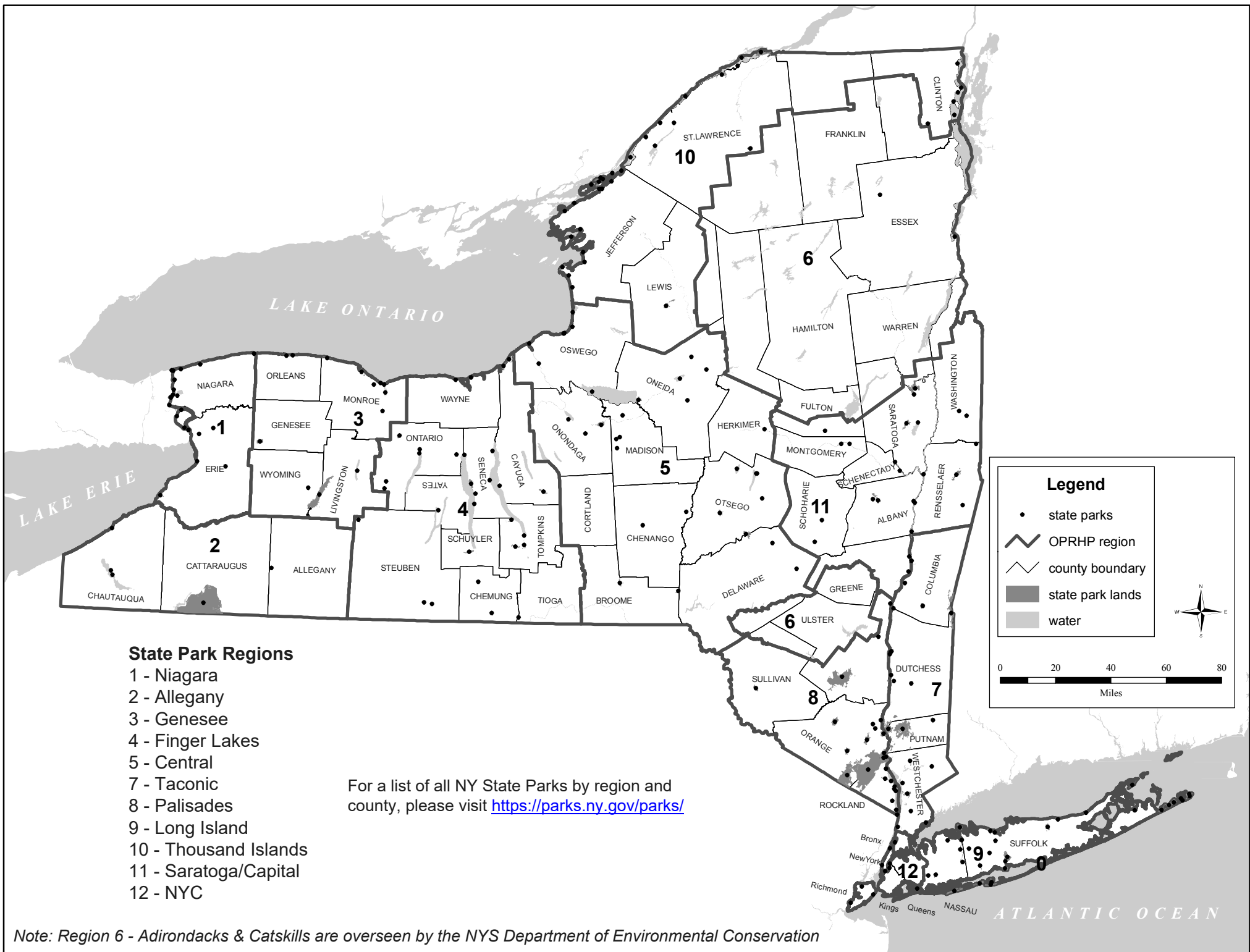
Please submit the Scientific Research Application to the appropriate OPRHP Contact based on the location of the proposed research project (see contact list and park regional map below). **Please submit requests at least 30 days prior to proposed research start date.** After review, the application will be accepted or denied based on its applicability to the agency's mission and standards. A signed application will serve as the Scientific Research Permit.

**OPRHP Contact List for Scientific Research Applications**

<b>Region</b>	<b>Contact</b>	<b>Region</b>	<b>Contact</b>
Multiple Regions	Kelsey Ruffino <a href="mailto:Kelsey.Ruffino@parks.ny.gov">Kelsey.Ruffino@parks.ny.gov</a> (518) 473-3996 NYS OPRHP 625 Broadway Albany, NY 12238	7 - Taconic	Rebecca Ferry <a href="mailto:Rebecca.Ferry@parks.ny.gov">Rebecca.Ferry@parks.ny.gov</a> (845) 889-3848 9 Old Post Road PO Box 308 Staatsburg, NY 12580
1 - Niagara	Jillian Harris <a href="mailto:Jillian.Harris@parks.ny.gov">Jillian.Harris@parks.ny.gov</a> (716) 299-0813 3160 DeVeaux Woods Dr. Niagara Falls, NY 14035	8 - Palisades	Ed McGowan <a href="mailto:Edwin.McGowan@parks.ny.gov">Edwin.McGowan@parks.ny.gov</a> (845) 429-2150 3006 Seven Lakes Drive PO Box 427 Bear Mountain, NY 10911
2 - Allegany	Logan West <a href="mailto:Logan.West@parks.ny.gov">Logan.West@parks.ny.gov</a> (716) 354-9101 2373 ASP Route #1—Suite 3 Salamanca, NY 14779	9 - Long Island	Yuriy Litvinenko <a href="mailto:Yuriy.Litvinenko@parks.ny.gov">Yuriy.Litvinenko@parks.ny.gov</a> (631) 581-1072 PO Box 247 Babylon, NY 11702
3 - Genesee	Aaron Heminway <a href="mailto:Aaron.Heminway@parks.ny.gov">Aaron.Heminway@parks.ny.gov</a> (716) 344-6368 1 Letchworth State Park Castile, NY 14427	10 - Thousand Islands	Joshua Dunlap <a href="mailto:Joshua.Dunlap@parks.ny.gov">Joshua.Dunlap@parks.ny.gov</a> (315) 948-3711 45165 NY Route 12 PO Box 247 Alexandria Bay, NY 13607
4 - Finger Lakes	Elaina Burns <a href="mailto:Elaina.Burns@parks.ny.gov">Elaina.Burns@parks.ny.gov</a> (585) 857- 4564 6982 County Road 41 Victor, NY 14564	11 - Saratoga / Capital District	Andy Damon <a href="mailto:Andy.Damon@parks.ny.gov">Andy.Damon@parks.ny.gov</a> (518) 584-2000, ext. 232 19 Roosevelt Drive Saratoga Springs, NY 12866
5 - Central	Tom Hughes <a href="mailto:Tom.Hughes@parks.ny.gov">Tom.Hughes@parks.ny.gov</a> (315) 350-1717 17 Rippleton Road Cazenovia, NY 13035	12 - New York City	Spencer Diaz <a href="mailto:Spencer.Diaz@parks.ny.gov">Spencer.Diaz@parks.ny.gov</a> (347) 920-0648 163 West 125th Street, 17th Floor New York, NY 10027

For research occurring in Region 6 (the Adirondacks and Catskills) please contact the New York State Department of Environmental Conservation (<https://www.dec.ny.gov/>)

Updated 5/13/2025





New York State  
Parks, Recreation and  
Historic Preservation

FOR DEPARTMENT USE ONLY

APPLICATION NO.

DATE RECEIVED

REGION

PERMIT TYPE

- ☐ **NEW** (Complete sections A-D)  
☐ **RENEWAL/MODIFICATION** (Complete Section A-D where appropriate)  
☐ **FINAL and/or INTERIM REPORT** (Complete Section E)

**SCIENTIFIC RESEARCH APPLICATION AND PERMIT**

*Instructions: Please type or print. Attach additional information as necessary. Indicate fields not applicable with N/A. Electronic signatures are acceptable. Send application to the appropriate contact as outlined on Page 1.*

**Section A - Applicant Information**

1. **Principal Investigator** (*Last, First*)

2. **Mailing Address**

**Telephone**

**Fax**

**Email**

3. **Affiliation** (*Graduate students, include name & phone number of major professor.*)

4. **Names of Field Assistants**

5. **Project Title**

**Section B - Project Information**

6. **Park and Project Location** (*Include site names with GPS coordinates when applicable and/or attach map.*)

7. **Research Purpose and Methodologies** (*Include objectives, design, methods, equipment & materials, and any collection or disposition of specimens as well as proof of other required permits, if any.*) Attach research proposal if necessary.

**Section C - Time Frame**

8. **Time Frame** (*start and end dates, including project scoping and clean up*)

**Section D - Project Relationships**

9. **Project's Relationship to Other Research Projects** (*Note whether related projects are in or near State Parks.*)

**Section E - Final Report**

10. **Project Report** (*Provide a copy of the final research report when it becomes available. Submittal of interim reports is encouraged.*)

Anticipated date of Final Report:

Attached report(s) and provide comments as deemed necessary:

## SCIENTIFIC RESEARCH PERMIT

### Standard Conditions and Restrictions:

It is the intention of the NYS OPRHP to further scientific research within the areas administered by it, and to cooperate with authorized workers to the fullest extent compatible with its charge to protect all species of flora and fauna and all soil and geologic material in a natural state insofar as possible.

1. Except for the resources indicated in the permit, the taking or disturbing of resources (including cultural or archaeological materials) is specifically prohibited.
2. Research shall be used for scientific or interpretive purposes only, be dedicated to the public benefit, and not be used for commercial purposes.
3. All research should be done in an inconspicuous manner away from roads, trails and developed areas unless specified in the permit, and shall not cause significant damage to the environment. In some cases, the researchers and state parks may agree to location that enhances environmental education opportunities while meeting research and park management goals. Because of the scarcity and/or importance of some resources, the OPRHP may designate other restrictions necessary for the preservation of the area.
4. All field equipment (traps, measuring devices, etc) left in the field must be labeled with the Principal Investigator's name, date of installation, and the OPRHP permit number.
5. A permit from the NYS DEC and USFWS is required for certain types of work. This may include, but is not limited to, work on listed species and the collection and possession of wildlife. State and federal permits must be in hand prior to initiating work and be available for inspection on site.
6. Any research that leads to the discovery of new rare species or ecological communities requires the submission of a Natural Heritage Reporting Form to the New York Natural Heritage Program.
7. The permittee shall submit a summary of information gathered to the contact for the Region where the investigations took place within a year of the research end date (as identified on this permit). The OPRHP further requires that the researcher(s) provide copies of or otherwise make available to the OPRHP any material published as a result of this permit.
8. Researcher(s) or their representatives are to contact the appropriate Facility Manager before beginning, and to present a copy of this permit together with evidence of additional research licenses and permits, if required.
9. Researcher(s) will discuss with the Facility Manager the type and extent of work to be performed. The Facility Manager will describe any rules and regulations that may apply to the work.
10. If research is not conducted in accordance with this permit and/or to the satisfaction of the OPRHP, this permit will be immediately revoked.
11. The permittee shall promptly report any and all unusual incidents directly to the Facility Manager or Park Police. Unusual incidents include, but are not limited to, damage to Park property, accidents, personal injuries, and emergencies involving medical personnel.
12. Permittee shall defend, indemnify and hold harmless the People of the State of New York, the Executive Department, the New York State Office of Parks, Recreation and Historic Preservation and its commissioners, officers, agents and employees from and against damages for injury to or death of persons and for damage to or destruction of property of State Parks or others occurring during Permittee's use of said Premises and caused by the acts, omissions, neglect or misconduct of Permittee or any of its employees, agents, contractors, licensees or guests in the conduct of Permittee's operations under this permit. The Permittee assumes all risk of loss of the Permittee's property or that of its agents, employees, contractors and guests. Permittee's liability is not limited to the insurance coverage provided.

### Special Conditions:

*I have read the Conditions and Restrictions above and agree to those terms.*

\_\_\_\_\_  
APPLICANT'S SIGNATURE

\_\_\_\_\_  
APPLICANT'S NAME (Print or type)

\_\_\_\_\_  
DATE

\_\_\_\_\_  
APPROVAL SIGNATURE

\_\_\_\_\_  
OPRHP PERMIT ADMINISTRATOR

\_\_\_\_\_  
DATE

**APPLICANT MUST CARRY THIS PERMIT AT ALL TIMES WHILE IN PARK OR HISTORIC SITE.**

PERMIT VALID FROM \_\_\_\_\_ TO \_\_\_\_\_

Entrance fees/admission to the park or site will be waived only in accordance to the research identified on this permit; specifically to those individuals identified on this permit and within the time period described on this permit.