

UA FACILITIES AND LAND MANAGEMENT CHECKLIST/GUIDELINE FOR REQUESTING A RESEARCH LAND USE AUTHORIZATION

Prior to contacting Facilities and Land Management please complete the following checklist/guideline for a proposed land use authorization on property not owned by the university.

Land use authorizations will not be processed until ALL the following information is provided.

ATTACHMENTS/DOCUMENTS

Project Name/Purpose: _____

Project Description:

- New proposal Renewal Modification to Existing Land Use Authorization
- Brief description of the proposed project.
- Proposed Start Date: _____ Proposed End Date: _____
- Legal description of the site location (Section, Township, Range & Meridian).
- Map pinpointing the research location(s).
- Is there funding available for land use fees? (Example \$200.00 per site per year.)
- UAF Department Dean/Director Approval (UAF ONLY).

REQUIRED CONTACT INFORMATION:

- UA Department Dean/Director
 - Name: _____
 - Address: _____
 - Phone/Fax Number: _____
 - Email Address: _____
- UA Researcher/Principal Investigator
 - Name: _____
 - Address: _____
 - Phone/Fax Number: _____
 - Email Address: _____
- Property Owner:
 - Name: _____
 - Address: _____
 - Phone/Fax Number: _____
 - Email Address: _____

If multiple property owners, add information for the owners on a separate sheet.

Identify any additional authorizations that may be required for this proposed research project?

- State of Alaska (Dept. of Natural Resources, Dept. of Transportation & Public Facilities, etc...)
- Federal Agencies (Bureau of Land Management, National Park Services, Dept. of Defense, etc...)
- Native Corporations/Villages
- Private Property Owners/Other

*****UA Facilities and Land Management is subject to the land owner's review and authorization process, this usually is a minimum of 60 days. Depending on the complexity of the permitting required and number of land owners involved, it may take up to 180 days to process the land use authorization. Please plan accordingly and submit your request to allow sufficient time for this processing schedule.*****