

APPS 2.0: Pre-Application Guide (PAG) Help Document- how to start, fill in and submit a NEW project application for 4(d) and/or OR-STP

Updated 9/01/2026

1. Choose the top bullet:

NOAA Fisheries Protected Species Permits and Authorizations Pre-Application Guide

* What taxa do you expect to encounter?

☒ **Fish or Invertebrates on the US West Coast**

☐ Marine Mammals

☐ Other Species (e.g., sea turtles, Atlantic sturgeon, shortnose sturgeon, smalltooth sawfish, gulf sturgeon, Atlantic salmon)

☐ Corals

2. Mark that you are working in Oregon.
 - a. More questions will pop up on the right side of the screen.
 - b. Choose whether you work for ODFW – ODFW employees will just get 4(d) permit, not the joint.
 - c. Choose Yes for research, monitoring or education purposes.
 - d. Choose *No* for rescue salvage, UNLESS you are needing a combined salvage authorization along with your Scientific Take Permit. If you do need salvage coverage, then choose Yes.

PAG: Fish or Invertebrates on the US West Coast

* Where will your activities take place?

☐ California

☐ Idaho

☒ **Oregon**

☐ Washington

☐ Other (AK, HI, International waters, foreign countries, etc)

* I work for ODFW

☐ Yes ☒ **No**

Will you be taking any fish, any shellfish, or marine invertebrates for research, monitoring, or educational purpose?

☒ **Yes** ☐ No

Will you be taking (handling) any fish, any shellfish, or marine invertebrates for rescue salvage purpose?

☐ Yes ☒ **No**

3. For the next question, if you answer *Yes*, it will direct you to further questions to get you to the correct NMFS permit, including the 4(d) permit type (if you are applying during the annual 4(d) application window- usually Sept 1-30 each year for coverage in following year). If you are doing monitoring/research in Oregon and do not already have ESA coverage, you must answer *Yes* here to get the joint NMFS/OR-STP application.
- a. If you answer *No*, it means you already have coverage for ESA species through an active permit or authorization which you will manually add to the Federal Information section of your application and by answering *No* you are indicating that you do not need 4(d) coverage.
 - b. Please fill out all lines for the ESA species to indicate what NMFS Evolutionarily Significant Units (ESUs) that you will be working with (i.e. Upper Willamette Steelhead, Lower Columbia Chinook, SONCC coho, etc.). If you aren't sure what species, it is better to list more so you are covered and we can update during review as needed based on species/take in your take tables.
 - c. Please fill out all lines for any 'other fish and invert' species you may encounter that have NMFS protections (i.e. sDPS green sturgeon, eulachon, etc.). If you aren't sure what species, it is better to list more so you are covered and we can update during review as needed based on species/take in your take tables.

* I expect to encounter NMFS ESA listed species

☒ Yes ☐ No

* I need coverage for encountering NMFS ESA-listed species

☒ Yes, I need to apply for a new permit/authorization. (Note: to renew or modify an existing permit/authorization, please go to your existing authorization in 'My Portfolio' and click 'renew' or 'modify')

☐ No, I do not need additional ESA coverage for species under NMFS' jurisdiction; coverage is already in place for my project (i.e., through an active Section 4(d) authorization, Section 10 permit, Biological Opinion Incidental Take Statement, or Biological Opinion Determination of Take Authorization)

If you expect to encounter NMFS ESA listed species and are not covered under an existing biop, please list species and ESUs below

Salmonid Species 

▼

Click and select all species that apply.

ESU(s)

▼

Other Fish and Invertebrate Species

▼

4. Next you will need to answer this question about what specific activities you are conducting on **NMFS ESA listed species**. You can only choose one of these bullets from the list:
- a. ACTIVITIES section- The most common answer for Oregon:
- a. First bullet '*Scientific research independent of other activities*' - to land on NMFS research/monitoring permits
1. if you apply during the open 4(d) application window- *month of Sept annually*- this is the only choice that will result in an application for a joint ODFW/4(d) permit- so make sure to select this if you need 4(d) research/monitoring coverage!
 2. if you apply during Oct-July-this result will get you an NMFS Section 10 and ODFW permit (the system will let you apply once and generate an independent application for each of the NMFS and ODFW permits)

Activities

* What type of activity will you be conducting? Please select the primary activity requiring ESA authorization for species under NMFS' jurisdiction.

☒ **Scientific research independent of other activities**

☐ Activities to enhance the survival of ESA-listed fish species

☐ Work covered under an existing section 7 consultation (e.g., biological opinion)

☐ Operate an artificial propagation (hatchery) program or for any other activity associated with artificial propagation

☐ Harvest fish, manage a fishery program, or monitor a fishery

☐ Activities under an existing Tribal 4(d) Resource Management Plan

☐ Non-Federal activities not directed at but have the potential to result in the incidental take of ESA-listed species (e.g., incidental take from fisheries, research, construction, powerplant operation)

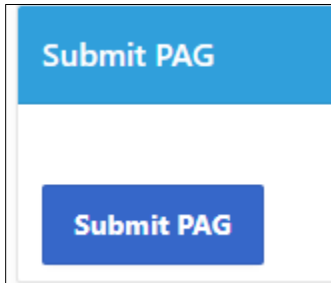
☐ None of these

5. If you select Yes for conducting boat electrofishing it will direct you to a NMFS Section 10 and not a 4(d) since boat electrofishing is not an eligible activity in 4(d).
- i. Selecting *No* here will direct you to a NMFS 4(d) joint OR-STP permit.

* Will you be conducting boat electrofishing?

☐ Yes ☒ **No**

6. When all answers are correct and filled out, this button will pop up at the bottom of the screen for you to submit.



7. Next you will be directed to a page that lists the Pre-Application Guide (PAG) results

- a. If this information does not seem correct you can go back to the Pre-Application Guide tab and start again.
- b. If this information is correct, then click “Start Application” and the system will start your application.

Success! Added your token to your Portfolio.

Start Application

Based on the information provided you will be applying for the following permit(s):

Permit/Authorization: **Oregon - NMFS 4(d)**

Contact:
ODFW - Fish Division
4034 Fairview Industrial Drive SE
Salem, OR 97302
Phone: 503-947-6315
Email: fish.research@odfw.oregon.gov

More information on ODFW permits at: https://dfw.state.or.us/fish/license_permits_apps/index.asp

More information on NMFS 4(d) permits at: http://www.westcoast.fisheries.noaa.gov/permits/section_4d.html

Questions? Email Fish.Research@odfw.oregon.gov or call 971-372-4266 or 541-315-5265

Permit/Authorization: **Oregon Scientific Take Permit (OR-STP)**

Contact:
ODFW - Fish Division
4034 Fairview Industrial Drive SE
Salem, OR 97302
Phone: 503-947-6315
Email: fish.research@odfw.oregon.gov

More information at: https://dfw.state.or.us/fish/license_permits_apps/index.asp

Please submit your application at least 4-8 wks before field start date to allow for review.

Questions? Email Fish.Research@odfw.oregon.gov or call 971-372-4266 or 541-315-5265

Admin - Edit PAG Result Text

Edit (Admin) ↑	Shortname	Short Description
	ODFW FI OSTP	Oregon Scientific Taking Permit for Fish and Marine and Freshwater Invertebrates
	ODFW State 4d	State 4(d) Rule in Oregon

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8. This will direct you to a page where you can enter your project title, sampling season/duration, and projected start dates.

- a. There will be help text on the right side of the screen to help direct you on how to answer each question.
- b. When all fields are filled out, hit the SAVE button at the top of the screen.
 - a. You will be able to edit this information later if needed.

WCR/ODFW Project Information

Project Title

Sample OR-STP Project Application

Permits Requested

Oregon Scientific Take Permit (OR-STP)

Previous Federal or State Permit/Authorization

N/A

This should autopopulate from system for renewal applications, or you can manually enter your previous APPS permit # here.

Sampling Season/Project Duration

Paragraph

B *I* <> @ := != " " [] ↶ ↷

Sampling timeline goes here.

Describe the sampling season and the duration of the project. Your description should include:

- the months of the year sampling will take place and
- frequency of samples (i.e. one time sampling event or weekly surveys)

Research Timeframe

Research Start Date

08/01/2026

Please enter the date you ideally would like to start field work by.

Please note- ODFW permits typically are issued by about 4-8 weeks from date application is submitted. If you request an earlier date we will update the issued permit start date to a later time based on when your permit is ready to issue after our review period.

9. Once you save the above Project Information, the system will automatically direct you to your true application. This is where you will be assigned a unique File Number/Permit #.
 - a. At the top of the screen, you will see many tabs that will direct you through your application

 **NOAA FISHERIES** Authorizations and Permits for Protected Species

Home

My Portfolio

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Pre-Application Guide

Information for Applicants

Administration

Overview/Submit

Project Info

Description

Supplemental

Location/Take

Federal

Contacts

File# 50051 - Oregon Scientific Take Permit (OR-STP) - Sample OR-STP Permit Application

Print (test version)

Delete Project

10. Overview/Submit TAB

- This tab is where you can see what status your application and permit are in, see an overview of how much of your application you still have to complete, and where you will submit.
- DO NOT SUBMIT until you are ready! Be sure you are ready to submit your application for review before you click to certify and *Submit for Review*.
- The ‘Overview (beta)’ is still being programmed to validate fields are filled in before submission and may not be 100% accurate for your application. Currently it is just verifying that you have at least something filled in on each page. Be sure to double-check each tab that everything is complete (i.e. you have answered all applicable questions and filled something in for each tab).

General Information

Permit/Authorization Requested: Oregon Scientific Take Permit (OR-STP)	Project Title: Sample OR-STP Permit Application	Applicant/Holder Sara Hart
Application Status: Draft	Permit Status:	Expiration Date:

Application Submission and Certification

New
ODFW STP: The typical timeline from submitting your fully completed Scientific Take Permit (STP) application to receiving the final issued permit from ODFW is usually about 4-8 weeks, but can take longer if application was not complete and edits are needed or if your project is new/complex, has a federal nexus and is still awaiting federal authorization/permit or if it requires additional ODFW review/feedback from staff (ex. pathology, work in Marine Reserves).

By clicking 'certify' here, I hereby certify for my STP application that I am verifying that the information about to be submitted is complete, true, and correct to the best of my knowledge. I understand that this information is submitted for the purpose of obtaining a permit under one or more statutes/rules from ODFW. I am authorizing that whoever is listed as the applicant/permit holder or responsible party on this application is the person or entity responsible for all activities of any individual operating under the authority of the permit/authorization when issued.

Certify for Submission

☐ I am a Responsible Party or Applicant authorized to sign and submit this application.

☐ I am an officer signing on behalf of the Responsible Party or Applicant.

Submit For Review

Overview (beta)

The completion information is not currently accurate, and can be ignored for now.

Section	Status	Info
Project Info		4 of 4 fields filled.
Description		0 of 2 fields filled.
Supplemental		0 of 7 fields filled.
Location/Take		0 of 0 locations have "take" entered.
Federal		0 of 1 fields filled.
Contacts		1 of 3 required contacts have been designated.

When working in APPS, remember to hit the Save button at the top of the screen often! We recommend doing this every few minutes or at least as you complete each tab. While system is being programmed, there may be small updates that roll out at any time or if you are inactive, the system may auto log you out. Hitting Save often prevents losing data or things you thought saved and didn't!

11. Project Info TAB

- a. This is the information that you originally filled out after you started your application and can now be edited.

12. Description TAB

- a. Fill out all available information boxes.
 - a. Joint NMFS permits will have more questions than Oregon-only STP's.
 - b. There are character limits, so please try to be as descriptive as needed while trying to keep it concise.

Purpose	
Paragraph ▼ B <i>I</i> <> ▼ Project purpose goes here.	This field should explain why this project is being done. Please include a short description of the hypothesis you are testing and/or overall objective of the project.

Project Description	
Paragraph ▼ B <i>I</i> <> ▼ Describe your project here.	Provide a brief description/overview of all methods used to capture fish and invertebrates and describe how they would be handled. You will later fill in the take table to include species by take action/method/procedure in detail.

Affected Species Status	
Paragraph ▼ B <i>I</i> <> ▼	NMFS species only question: We will consider the status of each ESA-listed species as described in the most recent Endangered Species Act 5-Year Reviews to be the status of the stock description submitted with this application. Please briefly describe any additional information on the status of the ESA-listed species specific to the area you will be working, if available.

Species Benefit	
Paragraph ▼ B <i>I</i> <> ▼	NMFS species only question: Please briefly describe the anticipated benefits of this work to ESA-listed species under NMFS' jurisdiction.

13. Supplemental TAB

- a. Methods – this has changed from APPS 1.0. There is no text box here, only check boxes to click for which take actions, methods, and procedures you plan to use.
 - a. The choices you make here will dictate what you are able to select on your take table, so be sure to be as thorough as possible.
 - b. If you do miss something and cannot add it to your take table, you will be able to come back to this page and update it and then go back to update your take table at any time.
- b. Take Actions:
 - a. The take actions you choose here will dictate what methods pop up below.
 1. Note: you must have selected an OR-RSA permit type for ‘rescue/salvage’ to pop up- if you don’t have the option and need it, please contact us to fix your application type.
 - a. Note: Capture/Handle/Release is just for a quick handle/anesthetize and release, so you will need to select capture/mark/tag or collect/sample/transport for any other fish handling/tagging and transport

Take Actions

- | | | | |
|---|--|---|--|
| ☒ Capture/Handle/Release Animal | ☒ Capture/Mark, Tag, Sample Tissue/Release Live Animal | ☐ Collect, Sample, and Transport Live Animal | ☒ Intentional (Directed) Mortality |
| ☒ Observe/Harass | ☒ Observe/Sample Tissue Dead Animal | ☒ Rescue/Salvage | |

- c. Observation Methods and Gear Types: mark any methods/procedures you will use for entire permit here

Select Observation Methods and Gear Types

- | | | | |
|--|---|---|---|
| ☒ Angling (Rod and Reel) | ☐ Benthic Core | ☒ Camera/Video/Sonar/Detector | ☐ Crab Traps or Rings |
| ☐ Dredge | ☐ Egg mat | ☒ Electrofishing, Backpack | ☐ Electrofishing, Boat |
| ☐ Fish Pot | ☐ Gaff | ☐ Hand/Spatula/Knife | ☐ Longline |
| ☐ Net, Cast | ☒ Net, Dip | ☒ Net, Gill/Trammel | ☒ Net, Kick |
| ☐ Net, Plankton | ☒ Net, Trap | ☒ Other | ☐ Pump |
| ☒ Seine, Beach | ☒ Seine, Boat/Purse | ☐ Spawning surveys | ☐ Trap, Associated with a Fish Passage Structure |
| ☐ Trap, Light | ☒ Trap, Minnow | ☒ Trap, Screw | ☐ Trawl |
| ☒ Visual Observation | ☒ Weir | | |

Procedures

Select Procedures

- | | | | |
|--|--|--|--|
| ☒ Anesthetize | ☒ Dye Injection (Tattoo, Photonic) | ☒ Fin Clip (Tissue) - Genetics | ☒ Fin Clip - Mark |
| ☐ Freeze Brand | ☒ Maxillary Clip | ☒ Otolith Sample | ☒ Paint, Stain or Dye Immersion |
| ☒ Punch (Opercle, Caudal, etc.) | ☒ Scale Sample | ☒ Stomach Pump (Non-Lethal) | ☒ Tag, Acoustic/Radio/Sonic - External |
| ☒ Tag, Acoustic/Radio/Sonic - Internal | ☐ Tag, Balloon | ☒ Tag, Coded-Wire | ☒ Tag, Elastomer |
| ☒ Tag, Floy | ☒ Tag, Opercle | ☒ Tag, PIT | ☒ Tissue Sample - Not for Genetics |

d. Transport Procedures

- If you choose the 'Collect, Sample, and Transport Live Animal' then you will need to fill in a Transport Procedures section.
- You can add more than one if needed. Please be thorough in your descriptions.

Transport Procedures

 Add a Transport Procedure

Edit	Transport Number	Destination	Final Disposition	Transport Method	Transport Mode	Transporttime
 Edit	1	OSU Dept. Fisheries & Wildlife Corvallis, OR 97331-3803	Where the fish end up.	How the will be held	How the will get there	How long they will be there

1 - 1

- e. Study Design – New NMFS Question: Please provide a brief description of your study design, including details of how the study will be carried out for anything not already covered by your project description RELATED TO NMFS ESA TAKE only (not required for study elements that will not take NMFS ESA species).

Study design

Paragraph  **B** *I*        

Electrofishing, minnow trapping, hook and line (barbless), snorkel counts, seining for monitoring work. E-fishing, minnow trapping and seining for rescue-salvage work that is covered under ARBO not 4(d) ESA coverage.

f. Disposition of Tissue Samples and Mortalities-

- a. Please check Yes or No for these questions depending on if you are taking tissue samples or will have intentional mortality.
- b. If you check Yes, text boxes will appear for you to describe.

Disposition of tissue samples

Does your work include tissue disposition? If yes, provide a description below.

Tissue disposition

Paragraph **B** *I*

Tissue sample disposition description.

Does your work include mortality disposition? If yes, provide a description below.

Mortality disposition

Paragraph **B** *I*

Intentional mortality disposition description.

- g. If collecting DNA samples, please check one of the answers below. If no DNA samples are being collected, then leave this section blank.

Please select one or more choices that apply to your project

☐ I will collect eDNA with no DNA collections from organisms

☐ I will collect DNA from organisms as a clip/part and return organism live to collection site

☐ I may collect DNA from planned or unplanned mortalities during project

h. Attach Supplemental Documentation

- a. Site maps, project files, or other important documents can be uploaded on this tab as well. If a document is too large, you can email it to us instead at Fish.Research@odfw.oregon.gov

You can attach up to 10 files to provide additional information.

- Preferred file formats: Microsoft Word, Excel, or PDF.
- The maximum file size allowed is 20 MB.
- Audio and video files (such as mp3, m4b, wav) cannot be uploaded. Contact us if you need assistance.
- On the Location screen you will be asked to attach a map.

Upload	Document Type	Download	Loaded By	Loaded On	Notes	File Size	DELETE
No Files have been uploaded							
Upload Supplemental Information Files							

14. Standard Requirements TAB:

- a. This section is required for all NMFS permits. Please review the language and select “I Agree” and then Save.
- b. If you are requesting an exception, then a text box will appear below to describe and attach documents if needed.

15. Location/Take TAB:

- a. Click the “Add New Location/Take” to get started.

File# 50051 - Oregon Scientific Take Permit (OR-STP) - Sample OR-STP Permit Application \ Project Info \ Locations and Take Tables

Add New Location/Take

For Oregon permits, the minimum level of detail we need you to fill out on take tables is at the HUC level for freshwater locations, by estuary, and by each protected marine area- see drop down lists. You can lump all take for each HUC/estuary/marine area into one take table which is our minimum or do multiple take tables if you prefer to further separate out by different projects or monitoring vs. rescue/salvage. Please see supplemental mapping tools that will appear as links when you 'add location' and select 'freshwater' or 'marine' to help you select correct HUCS or marine areas to ensure you are applying for the correct areas you need to work in for your project.

Edit

Locations and Take Tables

- b. Freshwater Locations will need a Basin and Location Description. You can use the ‘Freshwater Mapper’ link on page to view all OR HUCs and find the correct HUC to select for your site(s).

Location New Location

Study Number (if applicable)

Select the state/territory, if applicable:
☒ Oregon

* What type of location is this?
☒ Freshwater ☐ Marine

Location Details

To choose the correct Oregon locations, visit the ODFW online [Marine Mapper](#) for marine locations or [Freshwater Mapper](#) for picking correct HUCs.

Waterbodies

Freshwater
Please select the appropriate basin. If work will take place in more than one basin please select 'N/A' and name the basins or waterbodies in the Waterbodies field below.

Basin

*** Location Description**

Waterbodies - enter names of rivers, estuaries, bays, etc.

Begin Mile

End Mile

- c. Marine locations will need an Estuary, Shoreline, OR Ocean Area (can only choose 1). See ‘Marine Mapper’ hyperlink for map of all sites/areas in OR to select each correct marine area. Please note: each area you will sample in needs a take table by protected marine area or shoreline.

a. Also enter a location description and whether you will be selling species collected from this permit.

Location New Location

Study Number (if applicable)

Select the state/territory, if applicable:
☒ Oregon

* What type of location is this?
☐ Freshwater ☒ Marine

Location Details

To choose the correct Oregon locations, visit the ODFW online [Marine Mapper](#) for marine locations or [Freshwater Mapper](#) for picking correct HUCs.

Waterbodies

Marine
Please choose from the most appropriate option below, either an Estuary, Shoreline, or Ocean Area.

Estuary - Marine

OR Shoreline

OR Ocean Area

* Location Description

Waterbodies - enter names of rivers, estuaries, bays, etc.

Will any of the species to be collected under this permit be sold in Oregon?

- d. Once you save your location, it will automatically direct you to the page to start your take table.
- e. At the top it will list all of the Take Actions and Collection Methods that you chose on the SUPPLEMENTAL tab. If this list is not correct or complete, go back to the SUPPLEMENTAL tab and make any corrections needed.

Take

▼

Limits

For this project you are limited to the choices you made on the Supplemental Info page:

"Take Actions:"

- Capture/Handle/Release Animal
- Capture/Mark, Tag, Sample Tissue/Release Live Animal
- Collect, Sample, and Transport Live Animal
- Intentional (Directed) Mortality

"Observe/Collect Methods:"

- Angling (Rod and Reel)
- Electrofishing, Backpack
- Net, Trap
- Seine, Beach
- Seine, Boat/Purse
- Trap, Screw

To update these values, make changes on the [Supplemental Info page](#).

- f. To add species to your take table, click "Add Row"

Edit Save Add Row Duplicate Selected Delete Selected															
☒	≡	Line ↑	Species	Listing Unit/Stock	Production/Origin	Life Stage	Run	Sex	Take Action	Multi - Observe/Collect Method	Procedures	Transport Procedures	Expected Non-Lethal Take	Expected Mortality	Details
☒	≡	1		Select a listing unit	Select an option	Select Life Stage		Select an option							

- g. Click on each box to select the information you want. When you click on the Species box you will be able to search for the species you need.
 - i. Take Action, Collect Method, and Procedures will come up with a box of all the choices you clicked on the Supplemental page. You can combine take for all collections methods in one line for species and take actions.

Edit	Save	Add Row	Duplicate Selected	Delete Selected											Reset
✓	≡	Line ↑	Species	Listing Unit/Stock	Production/Origin	Life Stage	Run	Sex	Take Action	Multi - Observe/Collect Method	Procedures	Transport Procedures	Expected Non-Lethal Take	Expected Mortality	Details
✓	≡	1	Trout, Cutthroat	Oregon Coast	Natural	Adult		Male and Female	Capture/Handle/Release Animal	☐ Angling (Rod and Reel) ☐ Electrofishing, Backpack	☐ Net, Trap ☐ Seine, Beach				
										☐ Seine, Boat/Purse ☐ Trap, Screw					

- ii. Be sure to work carefully through your take table and do not forget to fill all the columns. If a box does not need to be populated, then nothing will pop up to choose when you click on it.
- iii. Note: For Oregon permits, life stages are only needed for salmon, trout, and lamprey species. All other species you can just put *Unknown* for life stage.
- iv. New for APPS 2.0- 'take' is classified as either non-lethal (organisms you expect to not kill) and or mortalities (either intended lethal take or accidental ('incidental') mortalities. Expected Mortality: 1% is standard incidental mortality rate for all collection types except for lines with electro-fishing, for efishing the standard incidental mort rate is 3%.
- v. If you click the icon with three lines on the left of the rows you will get a menu where you can add, delete, or duplicate rows.
- vi. 'Details' column is for any comments or notes you would like us to know about that particular row.
- vii. Be sure to SAVE often!

Edit	Save	Add Row	Duplicate Selected		Delete Selected										
☐	≡	Line ↑	Species	Listing Unit/Stock	Production/Origin	Life Stage	Run	Sex	Take Action	Multi - Observe/Collect Method	Procedures	Transport Procedures	Expected Non-Lethal Take	Expected Mortality	Details
☐	≡	1	Trout, Cutthroat	Oregon Coast	Natural	Adult		Male and Female	Capture/Handle/Release Animal	Angling (Rod and Reel), Electrofishing, Backpack, Net, Trap, Seine, Beach, Trap, Screw			100	3	
☐	≡	2	Trout, Cutthroat	Oregon Coast	Natural	Juvenile		Unknown	Capture/Mark, Tag, Sample Tissue/Release Live Animal	Angling (Rod and Reel), Electrofishing, Backpack, Net, Trap, Seine, Beach, Trap, Screw	Fin Clip (Tissue) - Genetics, Scale Sample		100	3	
☐	≡	3	Trout, Cutthroat	Oregon Coast	Natural	Juvenile		Unknown	Collect, Sample, and Transport Live Animal	Angling (Rod and Reel), Electrofishing, Backpack, Net, Trap, Seine, Beach, Trap, Screw	Tissue Sample - Not for Genetics	1: OSU Dept. Fishe...	50	1	
☐	≡	4	Dace (unknown)	NA	Natural	Unknown		Unknown	Capture/Handle/Release Animal	Electrofishing, Backpack, Net, Trap, Seine, Beach, Trap, Screw			200	6	

TAKE TABLE- Pro tip: If you are adding lots of take tables, it may be faster for you to ‘copy’ take from another take table than to edit/add each row if you will handle similar species. Once you add a new location, you can click on this button to copy from a different existing take table in your application, then edit as needed:

file# 28570-01 - Oregon Rescue/Salvage Authorization (OR-RSA);Oregon Scientific Take Permit (OR-STP);Oregon - NMFS 4(d) - Renewal- TEST 2027 4(d) training \ Project Info \ Locations and Take Tables \ OR : Burnt River : Freshwater Detail \ **Take**

[Copy Take From Another Location](#)

[Add Page Help](#)

Take

Limits

For this project you are limited to the choices you made on the Supplemental info page:

"Take Actions:"

- Capture/Handle/Release Animal
- Capture/Mark, Tag, Sample Tissue/Release Live Animal
- Intentional (Directed) Mortality
- Observe/Release
- Observe/Sample Tissue Dead Animal
- Rescue/Salvage

"Observe/Collect Methods:"

- Angling (Rod and Reel)
- Electrofishing, Backpack
- Net, Dip
- Net, Gill/Trammel
- Seine, Beach
- Trap, Minnow
- Visual Observation

To update these values, make changes on the [Supplemental info page](#).

[Download Take Table](#)

[Edit](#) [Save](#) [Add Row](#) [Duplicate Selected](#) [Delete Selected](#) [Reset](#)

Line	Species	Listing Unit/Stock	Production/Origin	Life Stage	Run	Sex	Take Action	Multi - Observe/Collect Method	Procedures	Transport Procedures	Expected Non-Lethal Take	Expected Mortality	Details
No data found													

16. Federal TAB:

- If you ESA species listed in your take table that are NOT covered under the 4(d) permit (i.e. Bull Trout/Suckers that are ESA listed by USFWS, any NMFS species take not allowed in 4(d)- ARBO, RAMBO, HIP, SLOPES, etc.), you will need federal coverage for those species before we can issue the state permit. This tab is where you can list and attached any documents that relate to that coverage.
- When you click Yes, then click “Add Authorization/Comment” and fill out the pop up window. Attach any important documents here as well.

Federal Authorizations/Comments

Enter information about any Federal authorizations (**other than the ones you are applying for here**). Enter information about Federal agencies who fund the work, issue permits to allow the work, cooperate with the work, or provide any other authorizations so the research can be done.

- Permits may include Corps 404 permits or NOAA Fisheries section 10 permits.
- Authorizations may include USFWS section 6 agreements, USFWS or NOAA Fisheries section 7 consultations.
- Funding may be from BPA or other federal funding agencies such as NMFS, USFWS, USFS, BLM, etc.
- FOR ODFW PERMITS: must include a copy of federal authorization for take of ESA listed species. If federal authorization is not yet received- please enter a placeholder here for what coverage will be and you can email a copy to Fish.Research@odfw.oregon.gov when received.
- ODFW staff applying for 4(d) or S10 permits: must include a record below describing your federal funding if you are using grant funding for project (ex. USFWS SFR grant, BPA grant, etc.)

Attach an electronic file of the authorization if you have one. You may be required to mail or Fax a copy if requested.

Are there other Federal funds, Federal permits, or Federal employees involved in this project?

[Yes](#) [No](#)

Attach an electronic file of the authorization if you have one. You may be required to mail or Fax a copy if requested.

[Add Authorization/Comment](#)

Federal Detail

File# 50051 - Oregon Scientific Take Permit (OR-STP) - Sample OR-STP Permit Application

Project Info \ Federal Authorizations \ Authorization Detail

Back/Cancel Create

Federal Information

* Federal Agency

Select a Federal Agency

* Type

Select a Type

Number and Title

Date Signed

Expiration Date

You must either enter a date signed or enter comments.

Species Covered

Attachment

Choose File

Comments

Overview/Submit

Project Info

Description

Supplemental

Location/Take

Federal

Contacts

17. Contacts TAB:

- a. Be sure to fill out all of the Required Contacts- each applicant needs at least an Applicant, PI, and primary contact. These are the roles that can submit/modify/report on the permit.
 - a. If you have additional contacts, you can add multiple co-investigators. Each person that will work independently in the field should be listed as a Co-Investigator.

- b. It is easiest to click the Edit button next to the line. To add multiple co-investigators, click the “Add Project Contacts” button on the top right of the page.

Required Contacts

[View as Table](#)

row(s) 1 - 3 of 3

Edit	Full Name	Role	Organization
 Edit	Holly Huchko	Principal Investigator	Oregon Department of Fish and Wildlife
 Edit	Sara Hart	Applicant/Holder	Oregon Department of Fish and Wildlife
 Edit	Sara Hart	Primary Contact	Oregon Department of Fish and Wildlife

 Download

row(s) 1 - 3 of 3

Additional Contacts

[View as Table](#)

row(s) 1 - 2 of 2

Edit	Full Name	Role	Organization
 Add		Co-Investigator	
 Add		Responsible Party	

 Download

row(s) 1 - 2 of 2

- c. From the pop-up window, choose the role.
- d. When you click on the box for “Person in the Role” then you can search by email or first and last name for the person you are trying to add.
1. Please search for an existing contact before you Add a New Contact to List.
 2. If you do not find the person in the existing contacts list, then you can add them as a new contact. You will need First and Last Name, Email, Organization, City, State, Zip to save a new contact.

Edit Project Contact

Edit Project Contact

*** 1. Role**

*** 2. Person in the Role**

 Add a New Contact to List

When you are all done filling out each tab. Go back to the Overview/Submit Tab. The Overview section should show what tabs may still need attention.

To Submit your application:

- 1. From the Overview/Submit TAB - Select whichever bullet is applicable. Your name and the date will auto populate.
 - a. Click the “Submit For Review” Button.
 - b. You will get an auto generated email from APPS letting you know your application was submitted. If you do not receive the email, please check the system- your submission may not have went thru if all the info was not filled out or there was a glitch. Please contact us if you have any problems. You should hear from us usually within 2-3 wks of submitting your application, if not, feel free to check in.

Overview/Submit

Project Info

Description

Supplemental

Location/Take

Federal

Contacts

File# 50051 - Oregon Scientific Take Permit (OR-STP) - Sample OR-STP Permit Application

Print (test version)

Delete Project

Draft

Application Submission and Certification

New

ODFW STP: The typical timeline from submitting your fully completed Scientific Take Permit (STP) application to receiving the final issued permit from ODFW is usually about 4-8 weeks, but can take longer if application was not complete and edits are needed or if your project is new/complex, has a federal nexus and is still awaiting federal authorization/permit or if it requires additional ODFW review/feedback from staff (ex. pathology, work in Marine Reserves).

By clicking 'certify' here, I hereby certify for my STP application that I am verifying that the information about to be submitted is complete, true, and correct to the best of my knowledge. I understand that this information is submitted for the purpose of obtaining a permit under one or more statutes/rules from ODFW. I am authorizing that whoever is listed as the applicant/permit holder or responsible party on this application is the person or entity responsible for all activities of any individual operating under the authority of the permit/authorization when issued.

Certify for Submission

I am a Responsible Party or Applicant authorized to sign and submit this application.

I am an officer signing on behalf of the Responsible Party or Applicant.

Responsible Party / Applicant

Sara Hart

Date

08/25/2026

Submit For Review

Overview (beta)