



U.S. Fish and Wildlife Service

Pocosin Lakes National Wildlife Refuge

Notice of Cooperative Agricultural Opportunity

Attention Farmers

Refuge Seeks Agricultural Producers for Cooperative Agriculture Program

The U.S. Fish and Wildlife Service (Service) is seeking applications from qualified agricultural producers to conduct farming activities under the Cooperative Agriculture Program at Pocosin Lakes National Wildlife Refuge (NWR) in Hyde County, North Carolina. The purpose of the cooperative farming program is to provide food for wintering waterfowl and other wildlife.

Background

Pocosin Lakes NWR was established in 1963 as an inviolate sanctuary for migratory birds and to protect and conserve wetlands for migratory birds and other benefits. The Refuge's Comprehensive Conservation Plan (CCP) identifies cropland as a habitat to manage intensively for wildlife. The Service has determined that cooperative agriculture is an appropriate, compatible and necessary use of the refuge to meet this objective. Our goal is to provide energy-rich agricultural crops for waterfowl, which together with wetland management and sanctuary, contribute towards a healthy, viable waterfowl population. Unharvested agricultural crops provide the greatest energy density food for waterfowl. Efforts on the refuge are in support of Atlantic Flyway management, the North American Waterfowl Management Plan, and the refuge's CCP.

All farm units are multi-use areas that are open to the public, including hunting and fishing, for at least part of the year. Public use, including restrictions on vehicle access, is described in the General Refuge Regulations ([pocosin_tearsheet](#)) and Hunting Regulations ([hunt_regs](#)) documents. Some farm units include waterfowl impoundments that are flooded annually. The farming areas are also used by endangered species including red wolves and northern long-eared bats. Management of these and other wildlife species may cause interruption and delays in planned farming activities to minimize impacts to these species. Cooperators must plan to work with Service staff to coordinate farming activities.

The Proposed Cooperative Agriculture Agreement

The selected applicant will operate under a Cooperative Agriculture Agreement (CAA) as a “cooperator” with the Service. The cooperator will have the use of two tracts of land totaling approximately 494 acres of cropland for the 2023 growing season. **The cooperator should not expect renewal under this 2023 CAA.** Refuge staff are currently evaluating management priorities and assessing future land management and best management practices on these acreages. **Depending on the results of these evaluations, a Notice of Agricultural Opportunity may be released in late 2023 with the opportunity to bid for a 2024 CAA on some or all of these acres. If a Notice of Agricultural Opportunity is released for the 2024 growing season, the cooperator would need to re-bid for the 2024 CAA.**

The CAA is managed with a Plan of Operations and Work Plan. Under the CAA, the Service is proposing a percentage crop share-split agreement of 80% cooperator/20% refuge, with an additional 25 acres of winter wheat to be planted as a cover crop (5% of total farm acreage). The refuge share of the crops will be left in the field with locations to be determined by the Refuge Representative. Primary crops allowed for cooperative agriculture include corn, rice, milo/grain sorghum, sunflower, millet, and soybeans.

Farm #2445 consists of Tracts 3863 and 3874, totaling approximately 494 acres (Figure 1). More details on the fields included in the parcel are available. See map below for a general reference.

Figure 1: Farm #2445, Pat’s Road Fields



General Operating Requirements

Below are several operating requirements which will also be covered in detail in the Plan of Operations, Special Conditions, and General Conditions Sections.

- A Plan of Operations is required for addressing current objectives, opportunities, restrictions, and other details, and may be altered through consensus by both Refuge management and Cooperator. A sample Plan of Operations is available for review upon request.
- Cooperator agrees to a percentage crop share-split of farmed acres that will be 80%, with an additional 25 acres of winter wheat to be planted as a cover crop. The Refuge share of the crops will be left in the field with crop type and locations to be determined by the Refuge Representative.
- Use of genetically engineered crops (GECs) is authorized. GEC use on the refuge must follow refuge policy, Best Management Practices (BMPs), and all required regulations pertaining to the use of GECs.
- **ALL** pesticide use must be pre-approved under a Pesticide Use Proposal (PUP). An approved list of pesticides will be supplied to the cooperator as well as any Best Management Practices (BMPs) that are conditions to an approved PUP and must be followed. Use of neonicotinoid pesticides, including seed treatments, has not been approved recently. The list for 2023 is still in the approval stage. For an idea of what pesticides may be approved and their associated restrictions, the approved list of pesticides and their BMPs for 2022 is available upon request. Cooperators are expected to maintain v-ditches and sides of collector canals on an annual basis.
- To facilitate flooding impoundments for waterfowl and reduce disturbance of waterfowl, crops should be harvested by November 1. De-watering of impoundments will begin in February, but fields could remain wet until mid-March.
- All liability relating to farming and crop management to include all persons working for the Cooperator, whether related, hired, or as a partner is strictly that of the Cooperator.
- The Cooperator must have or acquire liability insurance that covers equipment used on Service lands.
- Farming privileges may not be sold, transferred, or sublet.
- Non-use of lands, in whole or in part unless agreed to by Refuge Representative in the Plan of Operations or at time of planting, shall be cause for cancellation of a Cooperator's privileges at the discretion of the Refuge Representative.

Cooperator Selection

The producer(s) will be selected through an open, transparent and competitive process where applications will be scored and ranked by the following objective criteria:

- Experience in cultivating the crops listed above, especially personal experience on NWR lands or comparable land, including intimate knowledge of soil composition, chemistry, moisture, and fertility, water needs, pest problems, and erosion problems.
- Demonstrated ability to successfully cultivate crops under the crop and chemical restrictions listed above (e.g. GECs, non-GECs, non-neonicotinoid pesticides, restricted timing of harvest, endangered species restrictions), following BMPs.

- Ownership or access to the proper equipment, materials, labor, or other resources to participate in the CAA.
- Experience in or willingness to use conservation practices such as cover crops, no-till, etc.
- In-kind services to assist the refuge in carrying out a successful cooperative agriculture program.
- Positive references regarding past performance, experience, abilities related to crop cultivation, and responsiveness to landowner requests.

Applications

Applicants must fill out applicable portions of FWS Form 3-1383-C and Bid Sheet 3-1384. A copy of this Notice, the application form, bid sheet, and supplemental application instructions can be viewed on line at: www.fws.gov/refuge/Pocosin-Lakes/ or by hard copy at the Refuge. Applications can be submitted to the attention of Sarah Toner via email (sarah_toner@fws.gov), mail (Pocosin Lakes National Wildlife Refuge, PO Box 329, Columbia, NC 27925), or in person at the Refuge Headquarters (205 South Ludington Dr, Columbia, NC 27925). Applications will be accepted beginning January 19, 2023 and must be received by January 30, 2023 at 4:00 pm. All applications will be opened and evaluated, and the applicant with the highest ranked proposal will be notified by February 10 of his/her selection. Unsuccessful applicants will also be notified.

For requests for site visits or for additional information on the Cooperative Agriculture Agreement, please call Sarah Toner, Wildlife Refuge Specialist, at (252) 256-0316.

**SUPPLEMENTAL INSTRUCTIONS FOR USE OF FORM 3-1383-C FOR
APPLICATIONS FOR COOPERATIVE AGRICULTURE OPPORTUNITIES ON
NATIONAL WILDLIFE REFUGES**

**PLEASE READ THE FOLLOWING CAREFULLY BEFORE FILLING OUT THE
APPLICATION:**

- FORM 3-1383-C (Commercial Special Use Permit) is used by the US Fish and Wildlife Service (Service) for applications for cooperative agriculture opportunities as well as for formalizing the Cooperative Agriculture Agreement on the Refuge.
- Applicant Information: Farming privileges may not be sold, transferred, or sublet. Only one name/business name should appear as Producer on the Farm Services Agency FSA-587 Report of Commodities.
- At the time of application, the applicant does not need to complete all sections of the Commercial Special Use Permit, but does need to ensure that they provide sufficient information on their proposed operations for the Service to rank and score your application based on the objective criteria listed in the Service's Notice of Cooperative Agricultural Opportunity (Notice).
- In addition to providing the Service detailed information about your proposed agriculture practices on the refuge, you must also describe how your proposed activity, based on your background, knowledge and experience, meets the objective criteria by which the Service will evaluate your application as outlined in the Service's Notice. In addition, if applicable, please identify how your proposed activity is different from the description of the cooperative agricultural opportunity outlined in the Notice. Due to the limited space on the 3-1383-C Form, please use the Bid Sheet to provide this additional information.
- Bid Sheet should be attached to Form 3-1383-C as part of your application package.
- Write N/A in any sections that do not appear to be relevant.
- Both the Plan of Operations (Section 18) and Logistics and Transportations (Sections 24a through 30) only need to be completed if you are selected as the Cooperator. These sections will then be completed in coordination with Refuge management prior to any agriculture practices beginning on the Refuge.
- The signed and completed Commercial Special Use Permit will be the selected Cooperator's authorization for access on and use of Refuge lands, resources and facilities.



BID SHEET
National Wildlife Refuge System
North Carolina Coastal Refuges Complex



APPLICANT INFORMATION:

Name (Proposal Submitter): _____

Partner Name (if applicable): _____

Name of Business or Farm: _____

Mailing Address: _____

Tax ID #: _____ Phone Number: _____ Work Cell

E-mail Address: _____

BID INFORMATION:

Attach additional sheets if necessary to answer the questions.

Farm Number: _____

Current Pesticide Applicator's License: Yes No (Check One) Type: _____ Expiration: _____

Current Organic Farming Certificate: Yes No (Check One) Cert #: _____ Expiration: _____

Describe how your proposed farming activity, based on your background, knowledge and experience, meets the objective criteria by which the Service will evaluate your application as outlined in the Service's notice of the opportunity (Notice). In addition, please identify how your proposed activity is different from the description of the opportunity outlined in the Notice.

Describe important dates for your proposed operations (e.g., planting dates, harvest dates) (Note- Impoundment drainage will begin in February but may not be completed until mid-March. Harvest must be completed by November 1 of each year or upon request for extension.)

Describe your experience (including number of years) relating to cultivating high-energy crops, organic crops, and/or crops under similar environmental conditions to the Refuge including a description of practices such as planting, pest control, harvest methods, conservation practices, etc.:

Describe your relevant knowledge and experience specific to farming on National Wildlife Refuges or comparable

conservation lands:

Describe your experience working with non-Genetically Engineered Crops (GECs) and non-neonicotinoid treated seeds, operating with limitations on pesticides, and implementing GECs with recommended best management practices (BMPs):

Please describe what in-kind services you are willing to assist the Refuge with in conducting a successful cooperative agriculture program (e.g. mowing, disking, erosion mitigation, road maintenance, spraying invasive species, etc.):

List all available equipment in good working condition that you have ownership or access to as needed for your farming operation (for example harvesters, tractors, implements, trucks & trailers):

Equipment:

Personnel available:

Describe your capabilities to routinely scout crops to allow for timely application of pesticides to control weeds, insects, and diseases (Note – subcontracting is not permitted with the exception of crop consultants, field/insect scouts, certified aerial applicators of pesticides, and custom harvesting if necessary due to weather):

Do you need the ability to store equipment on the Refuge? If so, describe the amount of area needed and information on how you will maintain the storage area in a clean, tidy manner, including spill prevention measures if needed:

Please provide contact information for three landowners or references you have worked with and are familiar with your background, knowledge and experience:

Certification: I hereby certify that I have read and, if selected, agree to the permit conditions listed in the bid package. The U.S. Fish and Wildlife Service reserves the right to reject any or all bids. I further certify that the information submitted in this bid sheet is complete and accurate to the best of my knowledge and belief. I understand that any false statement herein may subject me to the criminal penalties of 18 U.S.C. 1001.

Signature: _____

Date: _____

NOTICES

All information you provide will be considered in reviewing this application. False, fictitious, or fraudulent statements or representations made in the application may be grounds for revocation of the permit and may be punishable by fine or imprisonment (18 U.S.C. 1001).

PRIVACY ACT STATEMENT

Authority: The information requested is authorized by the National Wildlife Refuge System Administration Act (16 U.S.C. 668dd-ee) and the Refuge Recreation Act (16 U.S.C. 460k-460k-4).

Purpose: To collect the applicant's information to process permits allowing for commercial activities such as: guiding hunters, anglers or other outdoor users; commercial filming; agriculture; rental of cabins and trapping while on the National Wildlife Refuge System.

Routine Uses: The information will be used by the refuge's administrative office for processing Commercial Activity Special Use permits. More information about the routine uses maybe found in the Systems of Records Notice, FWS-5 National Wildlife Refuge Special Use Permits.

Disclosure: Providing the information is voluntary. However, submission of information is required to process and approve commercial activity usage on the National Wildlife Refuge System.

PAPERWORK REDUCTION ACT STATEMENT

We are collecting this information subject to the Paperwork Reduction Act (44 U.S.C. 3501) to evaluate the qualifications, determine eligibility, and document permit applicants and to respond to requests made under the Freedom of Information Act and the Privacy Act of 1974. The information that you provide is required to obtain or retain a benefit; however, failure to provide all required information is sufficient cause for the U.S. Fish and Wildlife Service to deny a permit. False, fictitious, or fraudulent statements or representations made in the application may be grounds for revocation of the Special Use Permit and may be punishable by fine or imprisonment (18 U.S.C. 1001). According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. OMB has approved this information collection and assigned control number 1018-0102.

ESTIMATED BURDEN STATEMENT

The public reporting burden for this information collection varies based on the requested specific refuge use. We estimate the relevant public reporting burden for the Commercial Activity Special Use Permit Application form to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Service Information Clearance Officer, U.S. Fish and Wildlife Service, 5275 Leesburg Pike, MS: PRB (JAO/3W), Falls Church, VA 22041-3803, or via email to Info_Coll@fws.gov. Please do not send your completed form to this address.



COMMERCIAL ACTIVITIES SPECIAL USE PERMIT APPLICATION



National Wildlife Refuge System

Refuge Name:

Address:

Attn: (Refuge Official)

E-Mail:

Phone #:

For Official Use Only:

Approved Permit #:

Station #:

Permit Term: from to

Note: We do not require all information for each use. See instructions at the end of the notice and contact the refuge to determine applicability of a particular item.

1a) Identify the type of Permit you are applying for: New Renewal Modification Other

1b) Have you applied, or do you intend to apply, to any other refuges for this same activity? Yes No

1c) If yes, which refuges?

Applicant Information

2) Full Name: 3) Title:

4) Business Name:

5) Physical Address:

City/State/Zip:

6) Mailing Address: (if different than above)

City/State/Zip:

7) Business Phone #: 8) Business Fax #:

9) E-mail: 10) Business Tax ID #:

11a) Within the past 5 years, has the company (entity) , its owners, or any employees who have or will be expected to operate on the refuge, been convicted, pled nolo contendere, forfeited collateral, or are currently under charges for any violations of any State, Federal, or local law, or regulations related to fish and wildlife or permit activities? Yes No

11b) If you answered "YES" to question #11a, provide the individual's name, date of charge, charge(s), location of incident, court, and action taken for each violation.

12) List **known** assistants/subcontractors/subpermittees: (Only required if the assistants/subcontractors/subpermittees will be operating on the refuge without the permittee being present. If unknown at time of application we may require this under "special conditions" to permit before approval.)

Name/Business	Address	Phone #

Activity Information:

13a) Choose a Commercial Activity: **Guided Recreation** **Audio/Visual Recording** **Recreation Events** **Cabins**
Transportation Services **Agricultural Use** **Marine Salvage/Storage** **Mineral Lease** **Other**

13b) Specify Type of Activity if 'Other' was chosen:

Note: Depending on the activity for which you are requesting a permit, we may ask you for the following activity information. Please contact the refuge where the activity is being conducted to determine what information is required.

14) Describe activity by specifically identifying timing (occupancy timeline), frequency, and how the activity is expected to proceed:

15) Specifically identify location(s) and/or attach a map: (GPS location(s) preferred)

16) If drones will be used, describe why the drone is needed and provide specifics on how it will be used:

17) For Guided Operations estimate number of clients if applicable: Per Day Per Season

18) Inquire with refuge if Plan of Operation is required. Is a Plan of Operation attached? Yes No N/A

19) Inquire with refuge if a trip schedule is required. Is a trip schedule attached? Yes No N/A

License/Insurance Coverage/Certification/Permit

Note: Contact the refuge where the activity is going to be conducted to determine if we will require any type of license(s), insurance(s), certification(s), or permit(s). We may process this Special Use Permit while the applicant obtains them.

20) List and attach a copy of any **licenses** you have for equipment operation (i.e., aviation or commercial boats), pesticide application(s), transporters, or others, if required:

License Type	Number	Expiration Date

21) List and attach any **insurance coverage(s)** you have such as general liability, aviation, grounding liability, contaminants applicator, medical evacuation, or others, if required:

Insurance Type	Carrier	Expiration Date

22) List and attach any **certifications** you have such as rat free, hull inspections, CPR/First Aid, or others, if required:

Certificate Type	Expiration Date

23) List and attach other Federal, State, or Tribal **permits**, if required:

Permit Type	Permit Number	Expiration Date

Logistics and Transportation

Note: We do not require all information for each use. See instructions at the end of the notice and contact the refuge to determine applicability of a particular item.

24a) Does the activity require personnel to stay overnight on the refuge? Yes No N/A

24b) If yes, list names of personnel involved:

List Names	List Names	List Names	List Names

25) Identify and describe all major equipment/gear and materials needed for activity, if required:

26a) Provide detailed information on the logistics for onsite, intersite, and/or ship-to-shore transportation to or on the refuge, if required:

26b) Provide descriptions, license plate and/or identification numbers of vehicles used for onsite transportation, if required:

Vehicle Type	Plate/I.D./Registration #	Vehicle Type	Plate/I.D./Registration #

26c) Provide descriptions, license plate and/or identification numbers of vehicles used for intersite transportation, if required:

Vehicle Type	Plate/I.D./Registration #	Vehicle Type	Plate/I.D./Registration #

26d) Provide descriptions, license plate and/or identification numbers of vehicles used for ship to shore transportation, if required:

Vehicle Type	Plate/I.D./Registration #	Vehicle Type	Plate/I.D./Registration #

27a) Is fuel cache needed? Yes No N/A

27b) Specific location(s) of fuel caches: (GPS Coordinates preferred)

28) Is a Safety Plan attached?
Yes No N/A

Work and Living Accommodations

29) Specifically describe onsite work and/or living accommodations, including spike camps:

30) Specifically describe on or offsite hazardous material storage or other on or offsite material storage space: (Including on and offsite fuel caches.)

Sign, date, and print this form and return it to the refuge for processing. By signing this application, I agree my operations will conform to the information I have provided in this application, and I understand that any deviations or changes to this information must receive prior written approval.

31) Signature of Applicant: _____ Date of Application: _____

NOTICES

No Members of Congress or Resident Commissioner shall participate in any part of this contract or to any benefit that may arise from it, but this provision shall not pertain to this contract if made with a corporation for its general benefit.

The Permittee agrees to be bound by the equal opportunity "nondiscrimination in employment" clause of Executive Order 11246.

PRIVACY ACT STATEMENT

Authority: The information requested is authorized by the National Wildlife Refuge System Administration Act (16 U.S.C. 668dd-ee) and the Refuge Recreation Act (16 U.S.C. 460k-460k-4).

Purpose: To collect the applicant's information to process permits allowing for commercial activities such as: guiding hunters, anglers or other outdoor users; commercial filming; agriculture; rental of cabins and trapping while on the National Wildlife Refuge System.

Routine Uses: The information will be used by the refuge's administrative office for processing Commercial Activity Special Use permits. More information about the routine uses maybe found in the Systems of Records Notice, FWS-5 National Wildlife Refuge Special Use Permits.

Disclosure: Providing the information is voluntary. However, submission of information is required to process and approve commercial activity usage on the National Wildlife Refuge System.

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ESTIMATED BURDEN STATEMENT

The public reporting burden for this information collection varies based on the requested specific refuge use. We estimate the relevant public reporting burden for the Commercial Activity Special Use Permit Application form (Commercial) to average 4 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Service Information Clearance Officer, U.S. Fish and Wildlife Service, 5275 Leesburg Pike, MS: PRB (JAO/3W), Falls Church, VA 22041-3803, or via email to Info_Coll@fws.gov. Please do not send your completed form to this address.

GENERAL CONDITIONS AND REQUIREMENTS

1) Responsibility of Permittee: The permittee, by operating on the premises, shall be considered to have accepted these premises with all facilities, fixtures, or improvements in their existing condition as of the date of this permit. At the end of the period specified or upon earlier termination, the permittee shall give up the premises in as good order and condition as when received except for reasonable wear, tear, or damage occurring without fault or negligence. The permittee will fully repay the Service for any and all damage directly or indirectly resulting from negligence or failure on his/her part, and/or the part of anyone of his/her associates, to use reasonable care.

2) Operating Rules and Laws: The permittee shall keep the premises in a neat and orderly condition at all times, and shall comply with all municipal, county, and State laws applicable to the operations under the permit as well as all Federal laws, rules, and regulations governing national wildlife refuges and the area described in this permit. The permittee shall comply with all instructions applicable to this permit issued by the refuge official in charge. The permittee shall take all reasonable precautions to prevent the escape of fires and to suppress fires and shall render all reasonable assistance in the suppression of refuge fires.

3) Use Limitations: The permittee's use of the described premises is limited to the purposes herein specified and does not, unless provided for in this permit, allow him/her to restrict other authorized entry onto his/her area; and allows the U.S. Fish and Wildlife Service to carry on whatever activities are necessary for: (1) protection and maintenance of the premises and adjacent lands administered by the U.S. Fish and Wildlife Service; and (2) the management of wildlife and fish using the premises and other U.S. Fish and Wildlife Service lands.

4) Transfer of Privileges: This permit is not transferable, and no privileges herein mentioned may be sublet or made available to any person or interest not mentioned in this permit. No interest hereunder may accrue through lien or be transferred to a third party without the approval of the Regional Director of the U.S. Fish and Wildlife Service and the permit shall not be used for speculative purposes.

5) Compliance: The U.S. Fish and Wildlife Service's failure to require strict compliance with any of this permit's terms, conditions, and requirements shall not constitute a waiver or be considered as a giving up of the U.S. Fish and Wildlife Service's right to thereafter enforce any of the permit's terms or conditions.

6) Conditions of Permit not Fulfilled: If the permittee fails to fulfill any of the conditions and requirements set forth herein, the U.S. Fish and Wildlife Service shall retain all money paid under this permit to be used to satisfy as much of the permittee's obligation as possible.

7) Payments: All payment shall be made on or before the due date to the local representative of the U.S. Fish and Wildlife Service by a postal money order or check made payable to the U.S. Fish and Wildlife Service.

8) Termination Policy: At the termination of this permit the permittee shall immediately give up possession to the U.S. Fish and Wildlife Service representative, reserving, however, the rights specified in paragraph 11 below. If he/she fails to do so, he/she will pay the U.S. Fish and Wildlife Service, as liquidated damages, an amount double the rate specified in this permit for the entire time possession is withheld. Upon yielding possession, the permittee will still be allowed to reenter as needed to remove his/her property as stated in paragraph 11 below. The acceptance of any fee for the liquidated damages or any other act of administration relating to the continued tenancy is not to be considered as an affirmation of the permittee's action nor shall it operate as a waiver of the U.S. Fish and Wildlife Service's right to terminate or cancel the permit for the breach of any specified condition or requirement.

9) Revocation Policy: The Regional Director of the U.S. Fish and Wildlife Service may revoke this permit without notice for noncompliance with the terms hereof, or for violation of general and/or specific laws or regulations governing national wildlife refuges, or for nonuse. It is at all times subject to discretionary revocation by the Director of the Service. Upon such revocation the U.S. Fish and Wildlife Service, by and through any authorized representative, may take possession of said premises for its own and sole use, and/or may enter and possess the premises as the agent of the permittee and for his/her account.

10) Damages: The U.S. Fish and Wildlife Service shall not be responsible for: any loss or damage to property including but not limited to crops, animals, and machinery; injury to the permittee or his/her relatives or to the officers, agents, employees, or any other(s) who are on the premises from instructions; the sufferance from wildlife or employees or representatives of the U.S. Fish and Wildlife Service carrying out their official responsibilities. The permittee agrees to hold the U.S. Fish and Wildlife Service harmless from any and all claims for damages or losses that may arise to be incident to the flooding of the premises resulting from any associated government river and harbor, flood control, reclamation, or Tennessee Valley Authority activity.

11) Removal of Permittee's Property: Upon the expiration or termination of this permit, if all rental charges and/or damage claims due to the U.S. Fish and Wildlife Service have been paid, the permittee may, within a reasonable period as stated in the permit or as determined by the U.S. Fish and Wildlife Service official in charge, but not to exceed 60 days, remove all structures, machinery, and/or equipment, etc., from the premises for which he/she is responsible. Within this period the permittee also must remove any other of his/her property including his/her acknowledged share of products or crops grown, cut, harvested, stored, or stacked on the premises. Upon failure to remove any of the above items within the aforesaid period, they shall become the property of the U.S. Fish and Wildlife Service.

INSTRUCTIONS FOR COMPLETING APPLICATION

You may complete the application portion verbally, in person, or electronically and submit to the refuge for review. Note: Please read instructions carefully as not all information is required for each activity. Contact the specific refuge headquarters office where the activity is going to be conducted to determine applicability of a particular item. We may add special conditions or permit stipulations to permit prior to approval.

1a-c) Identify if permit application is for new, renewal, or modification of an existing permit, whether or not you have or will be applying to another refuge for the same activity, and for which refuge(s). Permit renewals may not need all information requested. Contact the specific refuge headquarters office where the activity is going to be conducted to determine applicability of this requirement.

2-9) Provide applicant and/or business full name, organization or business name (if applicable), physical and mailing address, phone, fax, and e-mail.

10) Provide tax identification number of business or individual.

11a-11b) Check box answering the question regarding any violations of State, Federal, or local law, or regulations related to fish and wildlife or permit activities, if required. If **you answered yes to question 11a**, supply the detailed information requested in question 11b. Contact the specific refuge headquarters office where the activity is going to be conducted to determine if we require information on violations of State, Federal, or local law, or regulations related to fish and wildlife or permit activities.

12) Provide the names and addresses of known assistants, subcontractors, or subpermittees. We may require names and address if the assistants, subcontractors, or subpermittees will be operating on the refuge without the permittee being present. Volunteers, assistants, subcontractors, or subpermittees that are accompanied by the permittee need not be identified.

13) Activity type: identify commercial activity type (such as, guided recreation, audio/visual recording, recreational events, agriculture activities such as haying, grazing, crop planting, logging, beekeeping, and other agricultural products, building or occupying cabins, or other commercial uses). Describe other commercial uses if not one of the listed categories. Applicants in Alaska should contact the specific refuge headquarters office where the activity is going to be conducted if you have questions regarding commercial or subsistence activities.

14) Describe Activity: provide detailed information on the activity, including timing and occupancy timeline, frequency, how the activity is expected to proceed, etc. Permit renewals may not need activity descriptions if the activity is unchanged from previous permit. Most repetitive activities do not require an activity description for each visit. Contact the specific refuge headquarters office where the activity is going to be conducted to determine applicability of this requirement.

15) Location: identify specific location (GPS coordinates preferred) if not at a named facility, and/or attach a map with location. Most repetitive activities may not require identification of a location. In addition, permit renewals may not require a location if the activity is essentially unchanged from the previous permit. Contact the specific refuge headquarters office where the activity is going to be conducted to determine if a location is required.

16) If a drone will be used for this activity, describe in detail why the drone is necessary to complete the activity and provide specifics on how the drone will be used.

17) Estimate number of clients per day or per season.

18) Attach a Plan of Operation, if required. Most repetitive activities do not require a Plan of Operations for each visit. In addition, permit renewals may not require a Plan of Operations if the activity is essentially unchanged from the previous permit. Contact the specific refuge headquarters office listed where the activity is going to be conducted to determine if a Plan of Operations is required.

19) Attach trip schedule, if required. Most repetitive activities will require trip schedules for each visit. Contact the specific refuge headquarters office where the activity is going to be conducted to determine if trip schedules are required.

20) Specifically identify types and numbers of licenses and attach a copy, as required. Contact the specific refuge headquarters office where the activity is going to be conducted to determine the types of licenses required, and to coordinate the simultaneous application for multiple types of licenses. We may process this Special Use Permit while licenses are being sought, but we may or may not issue the Special Use Permit until appropriate licenses are obtained.

21) Specifically identify names, types, carriers of insurance, and attach copies if required. Contact the specific refuge headquarters office where the activity is going to be conducted to determine the types of insurance required, and to coordinate obtaining several types of insurance simultaneously with this permit. We may or may not issue this Special Use Permit while other types of insurance are being obtained.

22) Specifically identify types and numbers of other certifications and attach copies if required. Contact the specific refuge headquarters office where the activity is going to be conducted to determine the types of certifications required, and to coordinate the simultaneous application of multiple certifications. We may or may not issue this Special Use Permit while other certifications are being obtained.

23) Specifically identify types and numbers of other State, Federal or tribal permits and attach copies, if required. Contact the specific refuge headquarters office where the activity is going to be conducted to determine the types of permits required, and to coordinate the simultaneous application of multiple State, Federal or tribal permits. We may process this Special Use Permit while other State, Federal or tribal permits are being sought, but we may or may not issue the Special Use Permit until other appropriate State, Federal or tribal permits are obtained.

24a-24b) Provide name(s) of any personnel required to stay overnight, if applicable.

25) Identify all equipment and materials that will be used, if required. Most repetitive activities do not require a list of equipment. In addition, permit renewals may not require a list of equipment if the event is essentially unchanged from the previous permit. Contact the specific refuge headquarters office where the activity is going to be conducted to determine if a list of equipment is required.

26a-26d) Describe and provide vehicle descriptions and license plate or identification numbers of all vehicles, including boats and airplanes, if required. Motor vehicle descriptions are only required for permittee vehicle, and/or if the vehicle will be operated on the refuge without the permittee being present. Motor vehicles that are accompanied by the permittee as part of a group (convoy) activity need not be identified if cleared in advance by refuge supervisor. Specifically describe ship-to-shore, intersite (between islands, camps, or other sites) and onsite transportation mechanisms, and license plate or identification numbers, if required.

27a-27b) Identify specific location(s) of fuel cache(s) (GPS coordinates preferred), if required.

28a-28b) Attach safety plan if required. Contact the specific refuge headquarters office where the activity is going to be conducted to determine if we require a safety plan.

29) Specifically describe onsite work and/or living accommodations, if required. Include descriptions and locations (GPS coordinates preferred) of spike camps or other remote work and/or living accommodations that are not part of the base of operations. Contact the specific refuge headquarters office where the activity is going to be conducted to determine if we require descriptions of on-site work and/or living accommodations.

30) Specifically describe onsite or offsite hazardous material storage, or other material storage space (including on and offsite fuel caches), if required. Contact the specific refuge headquarters office where the activity is going to be conducted to determine if we require descriptions of hazardous material storage or other on-site material storage.

31) Print the application (if using the fillable version). Date and sign the application and return to refuge for processing. By signing this application, you agree your operations will conform to the information you have provided in this application, and understand that

any deviations or changes to this information must receive prior written approval. The refuge official will review and, if approved, fill out a Special Use Permit, sign, and return a copy to you for signature and acceptance.

**SUPPLEMENTAL INSTRUCTIONS FOR USE OF FORM 3-1383-C FOR
APPLICATIONS FOR COOPERATIVE AGRICULTURE OPPORTUNITIES ON THE NWRS**

14) Describe how your proposed activity, based on your background, knowledge and experience, meets the objective criteria by which the Service will evaluate your application as outlined in the Service's Notice of Cooperative Agricultural Opportunity (Notice). In addition, if applicable, please identify how your proposed activity is different from the description of the cooperative agricultural opportunity outlined in the Notice.

18) Does not need to be filled out at time of application. However, this section must be filled out, in coordination with the Service, after the opportunity is awarded and before applicant begins any cooperative agricultural on the NWRS.

Logistics and Transportation

24a-30) Do not need to be filled out at time of application. However, these sections must be filled out, in coordination with the Service, after the opportunity is awarded and before applicant begins any cooperative agricultural on the NWRS.

**THIS APPLICATION FORM IS NOT VALID AS A PERMIT
BUT MAY BE USED AS A REFERENCE DOCUMENT ATTACHED TO THE OFFICIAL PERMIT.
ONLY OFFICIAL REFUGE PERSONNEL MAY ASSIGN A VALID PERMIT NUMBER AND PERMIT TERM
TO THIS APPLICATION FORM AFTER THE PERMIT HAS BEEN APPROVED.**