



**MOHONK PRESERVE**  
P.O. Box 715  
New Paltz, NY 12561-0715  
Visitor Center 845-255-0919 fax: 845-255-5646  
[www.mohonkpreserve.org](http://www.mohonkpreserve.org)

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## **MOHONK PRESERVE RESEARCH ASSOCIATE POLICY**

### **1. Application Process**

Prospective Research Associates are required to submit an application consisting of a research proposal and a CV in a single pdf. Proposals must include detailed methodology of the proposed research, including locations on Mohonk Preserve (MP) where the proposed research is to take place; a timeline of the proposed research; a detailed accounting of any requested modifications to the landscape; a list of grants or other awards that will support the work; and a list of any equipment or materials that will be left on the land during the proposed research period or beyond. Prospective Research Associates are strongly encouraged to contact the Conservation Science Department and discuss the proposed project before submitting an application.

Applications should be submitted to the Mohonk Preserve Director of Conservation Science via email ([research@mohonkpreserve.org](mailto:research@mohonkpreserve.org)). After review by members of the Conservation Science Department and other relevant MP staff, applications will be distributed to the Conservation Science Committee for their recommendations. The committee may recommend approval of the proposal; request revisions to the proposal; or recommend rejection of the proposal.

### **2. Research Associates**

Any individual who demonstrates competence in their field of study, as determined by the Director of Conservation Science and the Conservation Science Committee, is eligible to become a Research Associate. This includes professional and amateur scientists, graduate students, and undergraduate students.

Mohonk Preserve reserves the right to determine that certain approved research projects may only be conducted under the direct supervision of MP staff or an approved Research Associate. In the case where supervision is required but no supervisor is available, proposals may be rejected.

### **3. Appointment**

Research Associate appointments will be made by the Director of Conservation Science after recommendation by the Conservation Science Committee and consultation with affected MP staff.

The initial appointment period shall be for one year. Research Associates will annually be required to submit a completed questionnaire summarizing research carried out on the Preserve in the past year, as well as describing plans for research to be carried out in the next year. Upon satisfactory completion of the initial one-year appointment and summary, Research Associate appointments may be renewed for subsequent two-year terms.

### **4. Mohonk Preserve Access**

Mohonk Preserve will provide approved Research Associates with an identification card granting access to MP trailheads. This card must be carried at all times while on Preserve lands, and should be provided to MP or Mohonk Mountain House staff including but not limited to Rangers, Trailhead Assistants, and Security personnel, upon request. Researchers may only access MP lands via established trailheads unless alternative arrangements have explicitly been approved by the Director of Conservation Science.

Scheduling of each on-site visit should be made with Conservation Science Department staff. Access may be restricted in order to accommodate MP programming including but not limited to Education groups, summer camp programs, Ranger safety training, and Preserve Special Events.

During site visits, Research Associates may only park at approved MP trailheads unless explicitly authorized by the Director of Conservation Science and the Chief Ranger. If access to interior portions of the Preserve is required, it may be granted on a case-by-case basis, but only by pre-arrangement and with express approval of the Director of Conservation Science and the Chief Ranger. This access is strictly limited to Mohonk Preserve carriageways. Drivers must follow all safety restrictions; speed is limited to 10 mph; pedestrians, cyclists, and equestrians have the right-of-way at all times. Violation of any of these policies may result in loss of access privileges.

Any proposed research that is to take place on Mohonk Mountain House (MMH) property must be approved by MMH staff. The MP Director of Conservation Science will discuss approval with the relevant MMH staff, and will convey their decision, plus any restrictions on travel and access, to the applicant. Research Associates must follow MMH rules at all times when on MMH property. Research Associates who are not MMH or MP employees are not eligible for employee benefits.

## **5. Accommodation**

Mohonk Preserve has field housing available for researchers and their staff on a space-available basis. The Preserve's Foothills House is located on MP lands near the MP Visitors' Center in Gardiner, NY. Housing arrangements must be made ahead of time and are subject to approval by the Director of Land Stewardship. Rates are based on nightly, weekly, or monthly stays. Foothills House is fully furnished and is equipped with wi-fi. Meals are not provided but a full kitchen is available to residents.

## **6. Use of Daniel Smiley Research Center**

Use of long-term baseline records, interpretive reports, and library resources, housed in the Daniel Smiley Research Center, is encouraged. In some cases office and/or lab space may be available to researchers. Visits to the Research Center are arranged with the Director of Conservation Science.

## **7. Obligations of Research Associates**

At the completion or termination of the study:

1. Copies of original data will be supplied to the Director of Conservation Science for filing in the archives of the Research Center within one year of completing the research;
2. A copy of published papers or one copy of a thesis or unpublished interpretive report should be provided to the Director of Conservation Science within one year of completion. Appropriate credits to Mohonk Preserve are required.
3. If the duration of the study is of more than one year in length, a brief progress report will be provided to the Director of Conservation Science annually; and
4. Research plots, if any, should be left in an "undisturbed" condition, except by special arrangement with the Director of Conservation Science.