



External Research Request Form

The living collections, non-living collections and natural areas of Denver Botanic Gardens support scholarship in a wide array of disciplines; scholarship includes all forms of research projects, teaching activities and artistic endeavors. These may involve the formally accessioned plants in the collection, the unaccessioned or spontaneous vegetation in natural areas, as well as the environments within the 23-acre urban ecosystem at York Street and the 700-acre prairie and farm ecosystem at Chatfield Farms. Prior to beginning all activities must be approved, and upon completion must be documented via submission of final report and copies of any manuscripts or other products resulting from this work.

Applicants must complete and submit this proposal for review *at least* 15 business days before the initial requested access date. Submitting proposals well in advance of the fifteen-day deadline is appreciated, particularly for complex projects. E-mail proposals, as a Microsoft Word file, to the appropriate contacts listed below.

All attempts will be made to support projects as initially proposed, however modifications may be required. All applicants will be made aware of their proposal status within ten business days of receipt of a completed proposal. External researchers are not allowed to collect material or begin experiments for their study until approval is provided.

Please submit proposals to research@botanicgardens.org.

For requests of accessioned plant material (seed, leaves, etc.) that do not involve additional project work on-site at a Gardens location, please complete the [Material Transfer Agreement form](#).

Contact Information:

- 1. Primary Contact Name:**
- 2. Affiliation:**
- 3. Email:**
- 4. Phone:**
- 5. Name of Principle Investigator (if different from above):**
- 6. Names and affiliation of other researchers working on project:**
- 7. Are Gardens staff members formally collaborating with this project? If so, please list names and describe in what capacity.**

Project Details:

8. Project title:

9. Estimated Project Start Date:

10. Estimated Project End Date:

11. Is this work part of your thesis?

12. Brief description of project.

13. Briefly describe the necessity/importance of using the Gardens for the project:

14. List the Garden resources to be studied. Please list the plant species, gardens or locations that you intend to study.

15. Does this project require that tissue, propagules, or other plant material be removed from the Gardens?

Please include the types of collections, how many collections you plan to make, when and how often collections will be made, and whether or not samples will be destroyed during analyses (if samples won't be destroyed, please indicate where specimens will be deposited at the end of the research project).

16. Will you be conducting any environmental sampling (e.g., soil or water samples, insects, mycological, etc.) or monitoring/data collection (e.g., meteorological data, mapping, etc.)? If any devices are to be deployed in the collection or the environment (e.g., sap-flow sensors, staked or buried apparatus, etc.), please provide information on the device (website to product description or a schematic of device). A map and/or list of locations will be required for approval prior to installation of any markers left in the field longer than one day.

17. Will you require landscape areas/plants to be managed in a particular way? This includes 'no mow' regimes for turf, tagging branches or developing fruits that are not to be pruned, etc.

18. Will you be doing any plantings or manipulations? If so, please indicate if you need dedicated space for your experiment, how much space and what type of land, and provide a map or list of sites if you have specific areas in mind. Please describe the experimental design, what preparations to the land will be required prior to your experiment, and if there is any additional support required to set up the plot (e.g., staff resources, maintenance).

19. Will you require specialized assistance from Garden staff or access to equipment (e.g., advanced/intensive monitoring of plants, aerial access, use of propagation facilities)? Extra fees may apply. Describe as necessary:

20. Can any products of this proposed project be commercialized? Are there any intentions to do so? Please describe.

21. Please include any other pertinent information you feel may be of value:

For internal use only

Departments resources required from: Chatfield Horticulture Operations Research

Project review comments –

Resources required of this department –

Approval signature of authorized staff:

Date Received:

***Please contact research@botanicgardens.org for advice or assistance on filling out forms or making projections about the scope of any of the projects and ways to address any of the variables.*