**Gola Rainforest National Park**

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164 Dama Road, Kenema

Phone: 232 (0)76 420418

E mail: [info@golarainforest.org](mailto:info@golarainforest.org)

www.golarainforest.org

**Guidelines and Fees for Researchers**

May 2018

**1) Contact with the Gola Rainforest National Park (GRNP)**

* Contact the GRNP at least 3 months prior to your planned visit. Please send an email to [info@golarainforest.org](mailto:info@golarainforest.org) and [benjamin.barca@rspb.org.uk](mailto:benjamin.barca@rspb.org.uk)
* Please indicate that you plan to come for a research visit and give a rough explanation or concept note about your planned research activity.
* Students performing research for their Bachelor, Master or PhD thesis are requested to provide a letter from their supervisor, asking for permission to conduct research at GRNP.
* After a first review based on the information provided GRNP will provide a “Research Application Form” (which also is available on the GRNP homepage www.golarainforest.org) that needs to be completed and to be returned to GRNP.
* GRNP will evaluate the application and either grant permission, ask for amendments or reject the application (with a detailed explanation for reasons) within 4 weeks upon receipt of the proposal.
* Research projects will be evaluated based on their scientific quality, their relevance for the research strategy of the GRNP (Biodiversity Monitoring Plan for the Gola REDD project), their ethics and their feasibility considering available resources and potential conflicts with other research, training and management activities.
* Research projects involving unnecessary specimen collection, unnecessary interventions, killing of animals (except from single specimens for further investigations), unacceptable areas of inquiry (unethical), poorly thought through proposals, poor research designs and demands for too many resources will not be considered.

**2) Field work**

* Researchers are expected to inform GRNP adequately about plans and potential changes, also giving information about support requested from GRNP.
* Researchers can request transport from and to the airport and to and from the field from GRNP, paying a fee for fuel, maintenance, and the driver (please see rates in the Appendix). However, vehicle and driver rental is subject to availability, based on other project activities.
* Researchers staying at GRNP for up to 2 weeks are paying a daily Research Fee and a daily Park Entrance Fee. Researchers staying for more than 2 weeks are paying weekly or monthly fees (please see rates in the Appendix).
* In addition to mentioned fees (Appendix), researchers are encouraged to make a voluntary financial distribution to the capacity building of GRNP staff (e.g. for training courses and university degrees).
* Researchers are expected to involve and build the capacity of local staff members and to involve local counterparts wherever possible and appropriate (local casual labourers, Community Research Assistants, Research Technicians, students and lecturers from Njala University, the University of Sierra Leone, or Eastern Polytechnic Kenema). Food for the local counterparts and labourers needs to be provided as well as salaries where appropriate, following current GRNP rates (please see rates in the Appendix).
* Researchers are expected to follow the GRNP “Code of Conduct for Researchers”, i.e. following best scientific practice, to avoid any unnecessary collection of specimens, damage and disturbance of the forest, and unnecessary manipulation of plants and animals, as well as respectful interactions with local counterparts, community members and villages, and health and safety rules for field work and camping.
* Researchers are expected to follow the instructions given by GRNP authorities concerning accommodation and the use of GRNP infrastructure.
* Upon arrival at GRNP, researchers are expected to complete a waiver form, also requesting details of contacts persons and insurance for emergency cases.
* Researchers are expected to bring their own tents and camping equipment. However, some basic equipment can be borrowed or leased from GRNP if available.
* GRNP is not authorised to issue any export permits. This authority lies solely with the National Protected Areas Authority (NPAA) of the Ministry of Agriculture, Forestry and Food Security (MAFFS). However, if specimens have to be collected and exported, which must be clearly stated in the research application, a list of specimens has to be provided to GRNP before the researcher’s departure. Exceptionally, in case of unacceptable interference with limited time for field work, GRNP can assist with sending the necessary documentation for export permits to the NPAA. The procedure for export permits follows instructions of the NPAA (to be obtained directly from the NPAA). The list of specimens has to be sent to the NPAA at least 4 days prior to the researcher’s departure.
* Researchers are strongly encouraged to give a presentation about their research project prior or after the field work to the GRNP staff.
* Researchers are expected to provide Pdf versions of relevant publications for the GRNP library.

**3) After the field work**

* After completion of the work, visiting researchers are required to provide a copy of their report within a period of 6 months, as well as species lists, if possible with coordinates for species encounters.
* It is required that GRNP is acknowledged in all reports and publications and in case GRNP staff members significantly contributed, a co-authorship should be discussed.

**Appendix**

**Interim rates for researchers visiting Gola Rainforest National Park**

(Valid from 1 January 2018). Local salaries are subject to changes linked to the GRNP policy.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Item** | **International Researcher** | **International Student** | **National Researcher** | **National Student** |
| **Park Entrance Fee**  (up to a period of 14 days) | 20,000/day/  person | 10,000/day/  person | - | - |
| **Park Entrance Fee**  (for period of 15 days to 1 month) | 15,000/day/  person | 7,500/day/  person | - | - |
| **Park Entrance Fee**  (for period of more than 1 month) | 75,000/week/  person | 35,000/week/  person | - | - |
| **Research Fee**  (up to a period of 14 days) | 20,000/day/  person | 10,000/day/  person | - | - |
| **Research Fee**  (for period of 15 days to 1 month) | 15,000/day/  person | 7,500/day/  person | - | - |
| **Research Fee**  (for period of more than 1 month) | 75,000/week/  person | 35,000/week/  person | - | - |
| **Use of GRNP car** | Le 3,000 per kilometre (fuel and maintenance) | | | |
| **Use of GRNP driver** | Le 50,000/day/driver (includes food) | | | |
| **Accommodation at GRNP facilities/ guesthouse in the field** | 75,000/day/  person | 35,000/day/  person | 20,000/day/  person | - |
| **Accommodation at GRNP guesthouse in Kenema (max 2 people)** | 200,000/day/  person | 150,000/day/ person | 100,000/day/person | - |
| **GRNP Research Technician**  At least 1 Research Technician or 1 Community Research Assistant required for all research trips | 50,000/day/Research Technician(excl. food)  + fuel for motorbike to/from site | | | |
| **Community Research Assistant**  (skilled community labour) | 25,000/day/Field Assistant (excl. food) | | | |
| **Community**  **Guide/Porter/Cook**  1 Community guide or cook required for all research trips | 15,000/day/guide (excl. food) | | | |
| **Community Guide/Porter**  1 Community guide required  for all research trips  (for daily distances of more  than 15 km) | 15-20,000/day/guide (excl. food) | | | |