

Minnesota Natural Heritage Information System
Rare Feature Reporting Form – Short Form

* Scientific Name: _____

Common Name: _____

* Survey Date: _____ Time: _____

* Observer(s): _____

| | |
|---------------------------------|---------------|
| FOR DATABASE PERSONNEL USE ONLY | |
| EO_ID: _____ | Occ#: _____ |
| SF_ID(s): _____ | _____ |
| _____ | _____ |
| Parent EO#: _____ | |
| Transcriber _____ | Date _____ |
| Mapped _____ | Map QC _____ |
| Entered _____ | Data QC _____ |

LOCATION

* Map: *The map may be a photocopy of a USGS 7.5 min. topographic quadrangle and a hand drawn shape, or in electronic format such as a pdf or shapefile. Draw a dashed line around the area searched, if applicable.*

Directions/comments/description of location (include distances from permanent landmarks): _____

* County: _____ State: _____

* Lat./Long or UTM or PLS: -provide one of the three, either below or in a shapefile
_____ Location information is provided in the included shapefile, named _____

or

_____ Location information is provided below (attach additional sheet if more space is needed).

| Latitude | Longitude | Accuracy | UTM | Accuracy | PLS |
|----------------|----------------|-------------|---------------------------------|-------------|----------------|
| Deg. Min. Sec. | Deg. Min. Sec. | (in meters) | Northing Easting | (in meters) | Twp. Rng. Sec. |
| _____ | _____ | _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | Zone _____ (Zone 15 preferred!) | _____ | _____ |
| _____ | _____ | _____ | NAD83___ or NAD27___ | _____ | _____ |
| _____ | _____ | _____ | (NAD83 preferred!) | _____ | _____ |

(provide degrees, minutes, and seconds)

Location Comments:

* Location(s) obtained via GPS: Y___/N___ If no, describe how you obtained location information (e.g. "plotted the estimated location in GIS and obtained UTM for that point," or "recorded PLS from USGS map."): _____

Digitizing/Mapping comments (e.g. "drew polygon around points that were GPS'ed in the field," or "used 2004 aerial photo to delineate boundary of field where rare feature was observed."): _____

* Estimated accuracy of location(s) (mark all that apply): 6-25m___ 25-50m___ 50-100m___ 100-200m___ other:___m
(you may omit this section if you provide an accuracy measurement for each location, either above or in a shapefile)

Accuracy Comments (e.g "accuracy values were obtained from GPS unit at beginning and end of survey," or "GPS accuracy not recorded, but accuracy is high because exact location can be seen on aerial photo."): _____

SURVEY INFO. If the species was searched for but not found, check here: ___ Revisit needed? Y___/N___ When? _____

* Nature of obs.: trapped___ found dead___ sight record___ song/call___ tracks___ other (describe): _____

Survey type / description: _____

BIOLOGY

| Number | Sex | Age/Developm't Stage | #Counted or Estimate of Total? | | Plants Only (check all that apply) | |
|----------------------------|------------|----------------------|--------------------------------|----------|------------------------------------|---------------------|
| | | | Count | Est. | Leaves | Flowers & Fruit |
| <i>example</i> <u>14</u> | <u>F</u> | <u>juveniles</u> | Count <u>X</u> | Est. ___ | dormant ___ | dormant ___ |
| <i>example</i> <u>5000</u> | <u>N/A</u> | <u>seedlings</u> | Count ___ | Est. ___ | budding ___ | budding ___ |
| _____ | _____ | _____ | Count ___ | Est. ___ | new leaf ___ | in flower ___ |
| _____ | _____ | _____ | Count ___ | Est. ___ | full leaf ___ | fruiting ___ |
| _____ | _____ | _____ | Count ___ | Est. ___ | leaf fall ___ | dispersing seed ___ |

Evidence of reproduction (if any): _____

HABITAT

General Description (topography, moisture, light, plant community, soils): _____

CONSERVATION / PROTECTION

Disturbances and threats: _____

Landowner: _____

* **IDENTIFICATION / DOCUMENTATION**

Specimen collected?: Y___/N___ Collector: _____ Coll. #: _____ Coll. Date: _____

Collector's address, phone: _____

Repository: _____ Accession #: _____

Specimens submitted to the NHNRP/MCBS will be accessioned into the U. Minn. Herbarium in St. Paul unless the collector requests another repository.

Photo/slide taken?: Y___/N___ Comments (location, storage): _____

Basis for ID (list manuals, keys, experts, etc. consulted, if applicable): _____

| |
|--|
| <p>FOR DATABASE PERSONNEL USE ONLY</p> <p>Verified by: _____ Repository: _____ Date sent: _____ Accession #: _____</p> |
|--|

COMMENTS

*indicates a required section or field

Return to: Data Manager, Natural Heritage and Nongame Research Program, Minn. DNR, 500 Lafayette Rd. Box 25, St. Paul, MN 55155
Form may also be sent via email to sharron.nelson@dnr.state.mn.us - emailed forms MUST be accompanied by a map of the observation, either in shapefile, pdf, or some other widely viewable format.

Form 23 July 2007