

Applicant Instructions for Submitting Geospatial Data for a Marine Mammal Protection Act Incidental Take Authorization Request

The National Marine Fisheries Service, Office of Protected Resources, Incidental Take Program (ITP) needs geospatial information from our applicants to support our effects analyses under the Marine Mammal Protection Act (MMPA) and other environmental statutes.

Maps (Required)

Submit a high-quality map of your project's location to your ITP contact as soon as possible.

- The map should display an appropriate scale that shows the location of the proposed action and any nearby environmental aspects of interest.
- The map graphic should be in one of the following formats: .jpg., .gif, or png;
- The saved graphic should have a resolution of at least 300 dots per inch (dpi).

Geospatial Files (Required)

Submit spatial data files of your project's location as an ESRI shapefile:

1. Save your shapefile (or feature class) as a point, polygon, or polyline geometry type.
2. Locate your shapefile in your computer's File Explorer.
3. Select the files with the following extensions (.dbf, .shp, .shx, and .prj) and zip the files into a single compressed file and email the zipped File to your ITP contact.
4. Notify your ITP contact for additional directions if you are unable to zip the files.
5. If you are unable to generate an ESRI shapefile or do not have access to ArcGIS, please contact your ITP analyst.

Metadata (Required)

Metadata is data about your document. At a minimum, please submit the following information with your file: author's name, contact information, a summary and description of the dataset, credits and any use limitations, the extent and scale range, and the geographic coordinate system and projection used. Please include your metadata within the geospatial file (*e.g.*, Item Description for ESRI shapefiles) or within the body of your email submission.