

# MCDOT

Montgomery County Department of Transportation

## ADOPT A ROAD PROGRAM



Photos were provided by past and current AAR participants.

This program helps in minimizing the accumulation of litter in the public rights-of-way of County-owned roads. When left uncollected, litter and debris is washed into the storm drains, and ultimately into the watersheds that feed into other water systems including the Chesapeake Bay. Since MCDOT has no funded litter collection program, the Adopt A Road program is a valuable tool in helping to keep our roads and streams environmentally healthy as well as ensuring a high quality of life in Montgomery County.

Take time to review the following information before submitting your application. Applications can also be submitted online at [montgomerycountymd.gov/adoptaroad](http://montgomerycountymd.gov/adoptaroad).

Montgomery County Department of Transportation (MCDOT)  
Adopt A Road Program  
101 Monroe Street, 10<sup>th</sup> Floor  
Rockville, Maryland 20850  
Email: [mcdot.outreach@montgomerycountymd.gov](mailto:mcdot.outreach@montgomerycountymd.gov)  
Phone: 240-777-7155

**MONTGOMERY COUNTY DEPARTMENT OF TRANSPORTATION (MCDOT)  
ADOPT A ROAD (AAR) PROGRAM**

**Eligibility Requirements, Program and Safety Guidelines**

1. AAR volunteers may adopt a road segment for an unlimited amount of time as long as they are meeting the reporting requirements. Only one road segment can be adopted for the first six months of participation. Roads within business districts or municipalities such as Rockville, Gaithersburg and Takoma Park cities, or State-maintained roads (designated by a route number) are not eligible. When filling out the application include two road segments (should the first choice not be available). AAR volunteers are required to clean their adopted road segment (including bus stops/shelters) as needed, but no fewer than six times a year (the equivalent to every other month), including one major cleaning in the spring. Road segments that fall under .60 miles require twelve cleanings a year (the equivalent to every month).
2. AAR volunteers can adopt a second road segment after six months of active participation (submitting cleaning reports).
3. AAR volunteers are to report their cleaning efforts to MCDOT. If cleanings are performed more often, a combined monthly report can be submitted, or if the road segment does not require a cleaning, we would still like the AAR volunteer to submit a report. **CLEANING REPORTS ARE MANADATORY** to remain active in the program. These reports let MCDOT know that program guidelines are being met and that the volunteer is still actively participating in the program. Cleaning reports also serve as a record of volunteer activities should a complaint arise on the condition of an adopted road segment. MCDOT does provide a limited amount of cleaning equipment and is available upon request (reflective vests, pick sticks, bags, gloves, etc.). When reporting a cleaning, the following information is required:
  - volunteer name and name of road segment adopted;
  - date of cleaning;
  - total number of volunteers involved;
  - total number of bags of trash (and recyclables) collected; and
  - type or gallon of bag used (such as tall kitchen trash bag, lawn/leaf bag, small grocery store bag or blue/orange AAR trash bag).

Many options are available when submitting a cleaning report, either by phone at 240-777-7155 (press # to bypass the greeting when leaving a message), by email at [mcdot.outreach@montgomerycountymd.gov](mailto:mcdot.outreach@montgomerycountymd.gov) or online at [montgomerycountymd.gov/adoptaroad](http://montgomerycountymd.gov/adoptaroad).

4. AAR volunteers are responsible for the disposal of trash collected. If four or more large/heavy bags of trash or debris are collected, or large items like appliances, tires, or animal carcasses, call contact MC311 to arrange a one-time trash pickup. Place all trash and debris in one location and dial 3-1-1 (or 240-777-0311). If you chose to collect recyclables, use a separate bag (AAR program provides blue handle bags) and empty into your own household or business recycling bin. MC311 will not pick up recyclables.
5. Do not touch or try to remove materials that you suspect may be toxic or hazardous, such as batteries, powders, chemicals, smelly substances, suspicious packages, chemical drums or containers, weapons, syringes or needles and dead animal carcasses. Report hazardous materials to MC311.
6. The County reserves the right to reassign an adopted road or terminate participation for any reason, including failure to maintain cleanliness of the adopted road segment, failure to report cleanings regularly, failure to comply with Montgomery County law or complaints received from residents.
7. If application is approved a letter and packet of program information will be mailed to the applicant. In recognition for volunteer's cleaning and reporting efforts, within 10-12 weeks, two AAR signs with nameplates will be fabricated and installed. Normally, one AAR sign will be installed at the beginning and at the ending of the adopted road segment.
8. Nameplates will display the volunteer, organization or business name. The nameplates are limited in size to 13 characters (including spaces) per line, two lines max. Slogans, messages, phone numbers, website addresses or other information besides the name of the volunteer is prohibited. **Signs are not required in order to adopt a road.**





Montgomery County Department of Transportation

# ADOPT A ROAD PROGRAM APPLICATION

NAME OF ORGANIZATION: \_\_\_\_\_

Please print clearly

(Daytime Phone)

213(21) \_\_\_\_\_ **BBB BB BBB BB** \_\_\_\_\_

(Contact's Full Name, Street Address, City, Zip)

(Email Address)

1st Choice To Adopt:

**NAME OF ROAD:** \_\_\_\_\_

Beginning at: \_\_\_\_\_

Ending at: \_\_\_\_\_

2nd Choice To Adopt:

**NAME OF ROAD:** \_\_\_\_\_

Beginning at: \_\_\_\_\_

Ending at: \_\_\_\_\_



**GREEN BIZ CERTIFICATION:** YES \_\_\_\_\_ NO \_\_\_\_\_

Please check YES if you are working towards your certification. The Green Business logo will be affixed to the left of the nameplate. For more information visit [www.mcgreenbiz.org](http://www.mcgreenbiz.org)

**DO YOU ALREADY ADOPT A ROAD?** YES \_\_\_\_\_ NO \_\_\_\_\_ **NAME OF ROAD:** \_\_\_\_\_

**SIGNS WITH NAMEPLATES REQUESTED:** \_\_\_\_\_ YES \_\_\_\_\_ NO

**NAME TO APPEAR ON NAMEPLATE:** \_\_\_\_\_

Please type or print clearly

13-character limit per line; 2 lines maximum

I have read, understand and agree to comply with program guidelines, eligibility criteria, indemnification and notice:

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

## FOR DEPARTMENT OF TRANSPORTATION USE ONLY

**Log Number:** \_\_\_\_\_ **Date:** \_\_\_\_\_ **Rustic Road:** \_\_\_ Yes \_\_\_ No **Total Miles:** \_\_\_\_\_

**Master Plan Roadway Type:** \_\_\_\_\_ **Road Adoptable:** \_\_\_ Yes \_\_\_ No

**Comments:** \_\_\_\_\_

**Approved by:** \_\_\_\_\_ **Date:** \_\_\_\_\_

(Signature)

## MAIL APPLICATION TO:



**MCDOT**  
**Adopt A Road Program**  
101 Monroe Street, 10<sup>th</sup> Floor  
Rockville, Maryland 20850

## QUESTIONS?

**PHONE:** 240-777-7155 (Press # to bypass greeting)

**FAX:** 240-777-7178 (Attn: AAR Program)

**EMAIL:** [mcdot.outreach@montgomerycountymd.gov](mailto:mcdot.outreach@montgomerycountymd.gov)

Save time by submitting the application online at [montgomerycountymd.gov/adoptaroad](http://montgomerycountymd.gov/adoptaroad).