

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 meet participation and reporting requirements. Roads within business districts or municipalities such as Rockville, Gaithersburg, and Takoma Park, or State-maintained roads (designated by a route number) are not eligible. When filling out the application, be sure to include two road segments (should your first choice not be available). If you are interested in a specific road and it is not listed, the road could either already be adopted or not owned by the County. You can view a list of available roads at montgomerycountymd.gov/adoptaroad.

AAR volunteers are required to clean both sides of their adopted road segment as needed, but no fewer than six times a year (the equivalent of every other month). Road segments under .59 miles require twelve cleanings a year (the equivalent of every month).

Volunteers are asked to take a photo of the collected trash/debris and attach it to their cleaning report.

2. AAR volunteers can adopt one road segment for the first six months of participation. After six months of active participation (by following the cleaning and reporting guidelines), a second road segment may be adopted. Due to limited road inventory, only two road segments can be adopted by a business, organization or individual.
3. AAR volunteers are required to report their cleaning efforts to MCDOT. If cleanings are performed more often, the volunteer can combine the cleaning results into one monthly report. If the road segment does not require a cleaning, a report should still be submitted stating this.

Cleaning reports are mandatory to remain active in the program. Cleaning reports let MCDOT know program guidelines are being met and that the volunteer is still actively participating. These reports also serve as a record of volunteer activities should a complaint arise on the condition of an adopted road segment. A cleaning report includes the volunteer's name, road name, date of cleaning, total number of bags collected and type (or gallon) of bags used (tall kitchen bag, small grocery store bag or AAR- program provided orange or blue bag).

Volunteers are to submit their cleaning results/report online at montgomerycountymd.gov/aar-report.

4. AAR volunteers are responsible for the disposal of trash collected. If four or more large/heavy bags of trash or debris (such as appliances or tires) are collected, the AAR volunteer can contact MC311 to request a one-time trash pickup. MC311 can be reached by dialing 311 (or 240-777-0311), or a request can be submitted online at montgomerycountymd.gov/MC311. If an AAR volunteer chooses to pick up recyclables, they are to empty them into their own home or business recycling bin.

AAR volunteers can report potholes, foliage overgrowth, animal carcasses, sidewalk damage, or any other issue along their adopted road segment to MC311. They are also to report illegally posted signs on traffic signs, telephone poles, or in the median. Legal signs will display a permit number, usually on the back of the sign (do not confront the sign owner).

5. Upon request, MCDOT provides a limited amount of cleaning and safety equipment to assist with AAR volunteer efforts. These include gloves, trash bags, safety reflective vests, and traffic cones.
6. In recognition of the AAR volunteer's agreement to future cleaning and reporting efforts, MCDOT will install one or two AAR signs with nameplates stating the volunteer's name. The name has a 15-character limit (this includes spaces) per line, two lines max. Slogans, slang, tag lines, phone numbers, social media, website addresses, or any other information besides the name of the volunteer is prohibited. *Signs are not required.
7. AAR volunteers are to report fallen, missing, or damaged AAR signs to MCDOT's Sign Shop by email to TrafficOps@montgomerycountymd.gov.
8. Because MCDOT is unable to monitor volunteer work in person, students cannot earn Montgomery County Public School's Student Service Learning (SSL) hours for cleaning a road.
9. The County reserves the right to reassign an adopted road segment or terminate participation for any reason, including failure to maintain cleanliness of the adopted road segment or failure to report cleanings within one year, or failure to comply with Montgomery County law.
10. 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.

Montgomery County (MD) Government and Department of Transportation

Right-of-Way Activity Liability Waiver

The Adopt A Road Program ("Program") and Vine Cutting efforts are open to individuals, nonprofit or civic organizations, businesses and governmental entities located within or active in Montgomery County, Maryland. Individuals, organizations, and businesses that do not comply with Montgomery County laws, including the County's nondiscrimination laws, are ineligible to participate in volunteer efforts and programs.

Participation in the Adopt A Road program and any volunteer right-of-way efforts, including vine cutting, confer no rights or privileges upon any person or entity. Montgomery County, in its sole discretion, may refuse to allow any person, organization, business or entity to participate in the Program or effort. Use of the County and department sign and logo in printed publications, commercials, social or political literature of any kind is prohibited. Violation of this prohibition will be considered cause for termination of the volunteer's participation in the Program and any efforts on County property and right-of-way.

INDEMNIFICATION

By signing this form, I certify that I hereby release Montgomery County and its agents and employees from any liability for damages or injuries resulting from participation in any efforts along the County-managed right-of-way.

The individual, organization, business or entity or person(s) that take part in any efforts coordinated by the County, County partners, or any other groups or individuals, agrees to Indemnify and hold Montgomery harmless for any injuries, damages or claims arising from participation in the effort.

NOTICE

For Vine Cutting efforts, the individual, organization, business or entity understands that themselves and each participating member is a volunteer, must sign a copy of this form and submit it to MCDOT. Each vine cutting effort must be submitted in writing and receive a written response approving work along the County's right-of-way, BEFORE any efforts take place. Individuals younger than 16 years of age require adult supervision and individuals under 18 require that a parent or legal guardian must sign this form on their behalf

Program volunteers agree to review with all his or her team participants the following terms before the activity:

For safety, designate a Team Coordinator for your group. Coordinators must be at least 21 years old. Individuals younger than 16 years of age require adult supervision.

Carpooling to designated locations is encouraged to keep the number of vehicles to a minimum and park completely off the roadway.

Consuming alcoholic beverages or drugs before or during the cleaning is STRICTLY PROHIBITED. Volunteers should also make an effort to watch out for ticks, bees and snakes. Avoid overexertion and drink plenty of water.

Clean-up and vine cutting activities should be performed off the roadway, during daylight hours and in good weather conditions. Volunteers are to be alert to travelers, especially cars and will not obstruct travel.

Avoid peak traffic times. Volunteers should face oncoming traffic while cleaning, stay clear of the roadway and have a complete first aid kit available at all times.

Clean-up attire should consist of light-colored clothing with long sleeves, heavy gloves, and sturdy-soled footwear. MCDOT provides a limited supply of safety vests, gloves, traffic cones, trash bags, and pick sticks upon request. Fill out the Program's Equipment Request form and submit it to MCDOT to arrange a time for pickup.

By signing this document, I agree to comply with the information above, and I hereby release Montgomery County and its agents and employees from any liability for damages or injuries resulting from participation in any efforts along the County-managed right-of-way.

VOLUNTEERS TYPED NAME: _____ **YOUTH AGE if under 18:** _____

SIGNATURE: _____ **DATE:** _____

CHECK ONE: Participant signature or ☐

Signature is the participant's parent or legal guardian, if under 18 years of age or in adult in care ☐