

ADOPT-A-HIGHWAY PROGRAM OVERVIEW



WHAT IS THE ADOPT A HIGHWAY PROGRAM?

- Community involvement program that brings citizen volunteers into a partnership with the Pennsylvania Department of Transportation (PennDOT) to promote and provide cleaner roadsides
- An educational program that promotes litter abatement via visibility of adoption signs
- A clean up-program that presents a better first impression of Pennsylvania to tourists and prospective business investors
- It is the opportunity for local citizens to take the responsibility for picking up litter along a section of highway
- Requirements vary from state to state across the country, but the program basics always include a periodic pickup schedule, safety meetings and the erection of signs by the sponsoring agency to give credit to the adopting group.
- A program to demonstrate citizen pride in the appearance of a community to passing motorists.

NATIONAL HISTORY OF THE ADOPT A HIGHWAY PROGRAM

- Began in Texas in 1985
- Forty-nine states currently have in-place programs
- Program has been very successful across the nation
- Pennsylvania's program began in April 1990
- Pennsylvania's program is currently the largest in the nation with over 7,120 volunteer groups and over 140,000 individual volunteers

PENNSYLVANIA'S CALL FOR THE PROGRAM

- The program began here as a result of numerous letters and calls from citizens requesting this type of program in the Commonwealth.
- PennDOT's program was not the result of any legislative mandates.

PROGRAM GOALS

- To reinforce PennDOT's litter pick-up efforts
- To educate the public through signing and involvement regarding the litter problem
- To pick up and reduce litter and clean up Pennsylvania's 40,000 miles of state maintained highways.
- To promote recycling
- To form an environmental partnership with citizens to enhance the environment and beautify roadside landscapes
- To continue to build broad based community support for anti-litter and highway beautification programs
- To continue to build a positive public image
- To modify the public's attitude towards littering

ADOPT-A-HIGHWAY PROGRAM FACT SHEET

The Adopt-A-Highway program reinforces PennDOT's litter pick-up efforts by involving citizens across the Commonwealth in the anti-litter efforts in Pennsylvania's 41,000 miles of state maintained highways. The program serves as an educational tool to make people aware of the litter problem and serves to provide clean, well cared-for highways for Pennsylvania's citizens, highway users and the millions of tourists who visit the state each year. The program allows groups or individuals to become special "caretakers" of portions of state highways.

- Adopting groups must sign a program participation packet with PennDOT.
- Groups must agree to adopt at least two-mile portions of state highway. PennDOT must agree that the highway is suitable for adoption.
- Groups agree to pick up litter at least four times a year. The agreement runs for two years. It will renew automatically unless either party chooses to terminate it.
- Safety is a top priority. Group leaders must use safety materials provided by PennDOT and must conduct safety meetings with group members before each pick-up.

- All participants must wear orange safety vests and it is highly recommended that they post temporary "Litter Crew Ahead" signs during scheduled pick-up periods. These signs are provided by PennDOT upon request of the volunteer group.
- PennDOT posts signs (one in each direction) naming the adopting group or individual on the adopted portion of highway.
- Participants must be at least 8 years old. Adults must accompany participants under 18.
- Any civic-minded groups or individuals may participate, with the exception of those representing an elected official or candidate for public office.

PARTICIPATION IN THE ADOPT-A-HIGHWAY PROGRAM (POLICY STATEMENT)

The adoption of a section of highway is a privilege that may be granted by PennDOT to individuals and or groups who would assist the Adopt-A-Highway Program in achieving its purpose and goals.

Only individuals and/or groups who are responsible and wish to assist PennDOT will be allowed to Adopt-A-Highway. Individuals and/or groups with a history of violent and/or criminal behavior shall be prohibited from adopting a section of highway.

PennDOT may refuse to grant a request to adopt a section of highway if, in its opinion, granting the request would jeopardize the program, be counter productive to its purpose or create a hazard to the safety of the traveling public. Highway safety is a principal concern in all decisions related to the program.

Program participants agree to hold PennDOT harmless and agree not to hold PennDOT responsible for any injuries that they may suffer or damages they may cause or suffer as a result of participation in the program.

Initial agreements of adoption will be for a period of two years.

Program participants are encouraged to recycle material collected from the adopted section when it is feasible to do so and are required to also abide by any state or local recycling provisions.

DEFINITION OF TERMS

Adoption – An agreement by an individual or group to pick up litter and trash from a specified section of highway right-of-way.

Adopt-A-Highway Program – A public participation program of the Pennsylvania Department of Transportation (PennDOT) designed to assist in the control and reduction of litter on state maintained highways.

Adopted Section – The portion (generally two miles in length) of state maintained highway right-of-way approved for adoption by volunteers.

Authorized Representative – In the case of an adoption by a group, the Authorized Representative is the group member acting in a leadership role on behalf of the organization for the purpose of adopting a section of highway.

Groups - Citizen volunteers who enter into a partnership with PennDOT to promote and provide cleaner roadsides.

Individuals - Citizen volunteers acting without a formal structure in partnership with PennDOT to promote and provide cleaner roadsides.

Program – The Adopt-A-Highway Program.

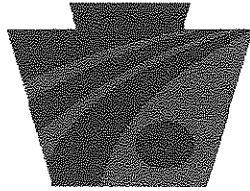
Program Coordinator – PennDOT's representative in the field for this beautification program, also referred to as the Adopt-A-Highway Coordinator or County Coordinator.

Program Participants – They are the individuals and/or groups that have adopted sections of highways. Civic and non-profit organizations, and commercial and private enterprises may be selected as groups for the purpose of adopting a section of highway.

Program Directing Office – Specifically, The PennDOT Bureau of Maintenance and Operations.

Statewide Highway Beautification Manager (SHBM) – Highway Beautification Program Manager located in Central Office as part of the staff of the PennDOT Bureau of Maintenance and Operations.

Program Participation Package – Packet of information given to the interested group for completion. It must be signed and processed by the appropriate District/County and Central Office personnel prior to beginning their involvement in the program.



pennsylvania

DEPARTMENT OF TRANSPORTATION

Adopt-A-Highway Application Form

Date: _____

Please Print:

Adopting Group/Individual: _____

Complete Address: _____

Contact Person: _____

Home Phone: _____ **Cell Phone:** _____ **Fax:** _____

E-Mail Address: _____

Requested Highway (Route number, location, and specific portion):

First Choice: _____

Second Choice: _____

Expected Number of Participants: Adults: _____ ***Minors:** _____

*(*Please complete Attachment B included in next mailing for any participants under age 18.)*

Name as it is to appear on sign:

*Return Application, Safety Requirements and Safety Recommendations forms to
PennDOT's Adopt-A-Highway Coordinator:*

Marilyn Musiowski
Adopt-A-Highway County Coordinator-Bucks County
PennDOT Bucks County Maintenance Office
229 North Broad Street, Doylestown, PA 18901
215-345-6060 – Ext. 100



ADOPT-A-HIGHWAY SAFETY REQUIREMENTS

Document Number _____

District #: 0610

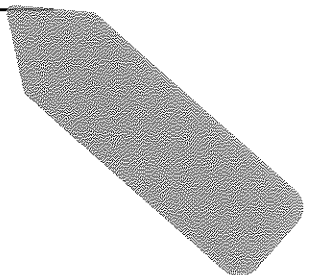
County: Bucks

Group Name _____

Participants shall:

- Pick up one side at a time when cleaning a multi-lane highway with a median. Vehicles shall remain on the same side of the highway as the volunteers.
- Never cross over or pick up trash on the traveled pavement.
- Upon arriving at the work site, immediately display PennDOT's official "Litter Crew Ahead" safety sign in advance of pickup site.
- Not possess or drink alcoholic beverages.
- Conduct at least one safety orientation meeting during the year.
- Provide appropriate and adequate adult supervision when youth groups are involved in litter pickups; that is, one adult per eight participants between the ages of 8 and 17.
- Avoid peak traffic hours, holiday weekends and extreme inclement weather conditions.
- Stay clear of all construction areas.
- Conduct pre-pickup safety talks. This is in the agreement.
- Avoid all horseplay or demonstrations of any nature on the right-of-way.
- Wear the safety vest provided by PennDOT.
- Avoid hazardous materials such as old car batteries or any unidentified/questionable items and animal carcasses.
- Be aware of all known allergies of volunteers before participation (bee stings, poison ivy, poison oak).

Reviewed with Adopting Group/Individuals on _____ by _____
(Date) (Name and Title)



ADOPT-A-HIGHWAY SAFETY RECOMMENDATIONS

Document Number _____

Group Name _____

Participants should:

- Know emergency procedures such as the location of the nearest emergency facility and how to quickly summon the police or an ambulance.
- Provide their own first-aid kit and include kit with other supplies during litter pickups.
- Avoid overexertion and heat problems by drinking water and taking breaks.
- Carpool to the litter pickup site.
- Wear the recommended attire: long sleeves, blue jeans or long pants, leather shoes or boots and gloves. Wear the safety vest provided by PennDOT.
- Be careful of contact with poison plants, bees, wasps, hornets, ticks, fire ants, and snakes. The recommended attire will usually prevent irritations from most poison plants.
- Pay special attention to handling broken glass. Participants must be careful not to step or kneel on broken glass.
- Be aware of visibility problems
- Be prepared for any unexpected behavior of motorists.
- Park vehicles a safe distance from the traveled roadway.
- Always walk facing oncoming traffic and stay clear of all construction areas.
- Do not stand or jump on guide rail, drainage pipes, or on concrete walls.
- Be aware of all known allergies of volunteers before participation.
- Participants must be careful not to step or kneel on broken glass.
- Avoid all horseplay or demonstration of any nature on the right-of way.
- Pick up one side at a time when cleaning a multi-lane highway with a median. Vehicles should remain on the same side of the highway as the volunteers.
- Never cross over or pick up trash on the traveled pavement.
- Not possess or drink alcoholic beverages.
- Provide appropriate and adequate adult supervision when youth groups are involved in litter pickups; for example, one adult per eight youths.
- Avoid peak traffic hours and extreme inclement weather conditions.
- Avoid hazardous materials such as old car batteries or any unidentified questionable items and animal carcasses.

Reviewed with Adopting Group/Individuals on _____ by _____
(Date) (Initials)

