



## ADOPT-A-HIGHWAY AGREEMENT

The Transportation Cabinet, Department of Highways, hereinafter called the "Department" and \_\_\_\_\_ hereinafter called the "Group" or "Requestor," recognize the need and the desirability of litter-free highways and are entering into this Agreement to permit the Group to contribute toward the effort of maintaining litter-free highways.

### BY SIGNATURE ON PAGE 3, THE GROUP AGREES TO THE FOLLOWING TERMS AND CONDITIONS:

- Participants shall be at least 13 years of age. Volunteers who have not reached their eighteenth (*18th*) birthday shall be closely supervised and have parental consent to participate in highway litter pickups.
- Groups shall adopt a section of roadway that is a minimum of two miles in length and will be required to adopt for a minimum of a two-year period.
- The Group will pick up litter as many times as necessary- a minimum of four times per year- to keep the area reasonably litter free. Although not mandatory, the Department prefers pickups to be planned during the Department's annual coordinated clean-up events.
- The Group acknowledges that the condition of the adopted roadway will have a direct reflection upon the Group and its efforts.
- The Group shall obtain and return required supplies and materials from the Department's State Maintenance Facilities during regular business hours. Unexpended supplies and materials shall be returned to the Department following cleanup and litter shall be disposed of properly.
- Participants shall adhere to the following safety requirements throughout the term of this contract. A review of these requirements will be presented to participants by the Group leader prior to each cleanup.
- The Group agrees to indemnify and hold harmless the Department for any damage or injury suffered, arising from, caused by or in any way related to the Group's activities under this Agreement.

### SAFETY REQUIREMENTS

#### Strategies

- Separate into groups if possible. Start each group at opposite ends of the roadway and meet in the middle. Work closely with at least one other person. Do not cross the roadway during pickups. Instead, concentrate on cleaning one side at a time.
- Park all vehicles at each end of the roadway and clearly off the right of way, preferably in a business lot or neighbor's driveway, etc. If this is not possible, park vehicles at least 10 feet from the shoulder's surface. Carpool to the site to reduce the number of vehicles.
- Face oncoming traffic while you work and be prepared to move out of the way of vehicles in emergency situations.
- Avoid overexertion and drink plenty of water, especially on warm, humid days.
- If available from the Department, place warning signs at either end of the roadway to alert motorists.
- Be aware of members' allergies and bring a first-aid kit along for emergencies.
- Hold a safety refresher session before each pickup to remind members of hazards.
- Be aware of places where snakes may be located, such as around logs or in high grasses. Be alert for stinging bees, poison ivy or oak, and noxious weeds (Canadian thistle, wild cucumber, kudzu, etc.).
- Do not attempt to fill bags too full or squeeze bags. Injuries can occur with glass or other objects in filled bags.
- Leave bags several feet from the roadway, in a central location, and on a straight stretch of highway, rather than on curves or bridges. This will help when collecting the filled bags.
- Children under age 18 shall always be under close supervision and accompanied by one adult per three children.



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### SAFETY REQUIREMENTS *(continued)*

#### What To Wear

- Wear safety vests (*obtained from the department's state maintenance facility*) and light-colored clothing visible to motorists.
- Wear gloves to protect hands from sharp objects, insects, or poison ivy. Wear a hat, long sleeves, or sunscreen to avoid sunburn. Wear leather shoes or boots with ankle support.
- Do not wear headphones, costumes, or uniforms. These will interfere with flexibility and with the ability to hear and see oncoming traffic or emergency vehicles.

#### Do Not Pickup

- Avoid picking up hazardous items such as hypodermic syringes, broken glass, or dead animals. Large, heavy items such as appliances or barrels should be left for Transportation Cabinet personnel. Inform the Maintenance Facilities of these items and their locations.
- Avoid pickup on bridges and overpasses and in tunnels and mowing or construction areas, as these are especially dangerous for pedestrians.
- Avoid pickup during rush hour, on very hot days, during rain or snow, at dusk or at night, or during holidays.

#### THE DEPARTMENT AGREES TO ACCOMPLISH THE FOLLOWING:

- Install a sign at the beginning of the adopted section with the Group's name displayed. Individuals' names and logos will not be printed on signs.
- Provide vests, trash bags, and safety literature, to the extent of their availability, and safety training to each group leader, upon request.
- Coordinate publicity efforts with the Group to solicit local media coverage.
- Remove filled litter bags from the adopted section following cleanups when requested by the Group. Remove large, heavy, or hazardous items found and/or reported.

If, in the sole judgment of the Department, it is found that the adopting Group is not meeting the terms and conditions of this agreement, the Department, upon a 15-day notice, may terminate the adoption agreement and remove the signs.

No interstates, parkways, or toll roads are eligible for this program. Only permanently established businesses, government entities, or community and public organizations will be considered. Those nonpermanent entities established for the sole purpose of pursuing legislative or regulatory changes are not eligible. Eligible organizations must comply with state law prohibiting discrimination based on race, religion, color, age, sex, or national origin, and laws.

Notwithstanding any provisions herein to the contrary, it is hereby understood that should the Group's sponsorship result in such objection to the sponsorship as may be manifested by repeated physical destruction of the sponsorship sign bearing the Group's name or logo, or by public demonstrations or disturbances that would pose a threat to public safety or to the safety of the Group's members, the Department reserves the right to (1) cancel this agreement upon giving a three-day notice to the group's sponsorship or (2) assign a different section of the roadway for the Group's sponsorship. Either option shall be the sole discretion of the Department.



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The Department recognizes the Group as the adopting organization for this Agreement, and the Group accepts the responsibility of picking up litter on the site stated herein to promote a litter-free environment in the community for a minimum of a two-year period.

By signature, I, the Adopt-A-Highway group representative, have read and fully understand the requirements of the Adopt-A-Highway Program and agree to adhere to the conditions and terms of this contract.

**SECTION 1: REQUESTED SITE INFORMATION** *(Note that requested site may not be available)*

<b>ROUTE #</b>	<b>ROAD NAME</b>	<b>COUNTY</b>
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**SECTION 2: GROUP/REQUESTOR INFORMATION**

Select one of the following to appear on the sign:

**GROUP NAME** \_\_\_\_\_

**IN MEMORY OF** \_\_\_\_\_

<b>REPRESENTATIVE</b> <i>(contact person)</i>	<b>EMAIL</b>	<b>PHONE</b>
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<b>ADDRESS</b> <i>(street)</i>	<b>CITY</b>	<b>STATE</b>	<b>ZIP</b>
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<b>SIGNATURE</b> <i>(Adopt-A-Highway representative)</i>	<b>DATE</b>
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**KYTC USE ONLY**

*(This area to be completed by KYTC Adopt-a-Highway Coordinator)*

**New contract**     **Contract renewal**

<b>BEGINNING DATE</b> <i>(period beginning)</i>	<b>ENDING DATE</b> <i>(period ending)</i>
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<b>BEGINNING MILEPOINT</b>	<b>ENDING MILEPOINT</b>
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<b>BEGINNING CROSS STREETS/INTERSECTIONS</b>	<b>ENDING CROSS STREETS/INTERSECTIONS</b>
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<b>NAME</b> <i>(KYTC representative)</i>	<b>SIGNATURE</b>	<b>DATE</b>
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