

DELAWARE
DEPARTMENT OF TRANSPORTATION



ADOPT-A-BIKE PATH (AABP) PROGRAM
APPLICATION & GUIDELINES

AUGUST 2004

WELCOME

Dear Applicant,

Thank you for your recent inquiry regarding the Delaware Department of Transportation's (DelDOT) Adopt-A-Bike Path (AABP) Program. I appreciate your interest.

This newly created volunteer program offers the public an opportunity to actively support DelDOT's anti-litter efforts in a visible way. It offers individuals, companies, businesses, civic groups and other interested persons a project that provides the satisfaction of making their community, and Delaware, a better place to live. At the same time, it generates publicity for the group's service activities.

For your convenience, I am providing herein the conditions of membership and safety regulations. Bolded items throughout this packet note your responsibilities. Please carefully review these materials with all potential members before completing the enclosed application. Additionally, please retain a copy of this packet for your records.

The completed application should be mailed to my attention, c/o Department of Transportation, Post Office Box 778, Dover, DE 19903. Please feel free to contact me at 1-800-652-5600 (in state) or at 302-760-2160 with any questions or comments. I will be happy to discuss our program with you.

Sincerely,

James Westhoff
AABP Program Coordinator

NOTE: It should be noted that not all visible bike paths are owned and/or maintained by the State of Delaware. Only bike paths owned by the state will be eligible for adoption under this program. Available bike paths can be identified by calling DelDOT at the telephone numbers above.

PROGRAM INFORMATION

Initiated in 2004, DelDOT's AABP Program is a partnership between the Department of Transportation and volunteers, working together to make Delaware's bike paths cleaner and safer for pedestrians and bicyclists. More than just a cleanup campaign, this program works to educate citizens of all ages about the responsibilities of land stewardship and about alternative forms of transportation. Ultimately, the AABP Program is about people caring enough to make a difference.

This program allows volunteers to adopt bike paths owned by the State of Delaware. **Participants agree to care for a designated bike path three times per year. After each clean up groups are responsible for completing an activity report and submitting it to DelDOT at the address listed on the activity report.** DelDOT provides safety vests, trash bags and "Crews Working" signs. (Rubber gloves are available upon request). One sign indicating the group's involvement in the program is installed as close to the middle of the adopted bike path as practical. Participants get more from the program than publicity, they get the satisfaction of knowing that their efforts have a direct effect on quality of life in Delaware.

AABP volunteers remove loose gravel, pebbles, sand, dirt, sticks and any other debris that may impede the directional path of a pedestrian or bicyclist. Participants have the option of turning this trash into cash through recycling. Many of our volunteers do clean ups often in order to help fund group outings, special activities and even uniforms. If sponsors prefer, following each cleanup, they may leave their filled trash bags near their sign for collection by DelDOT. **Please inform the AABP District Coordinator that these trash bags need to be picked up by DelDOT.**

Each time an group is seen cleaning a bike path it reminds everyone that alternative forms of transportation exist. It is our hope that volunteers will remind the public of the need to keep our environment, specifically roadways, walkways and bikeways cleaner. Hopefully, this will deter them from littering as well. Another objective of the program is to remove dangerous debris from these paths in order to protect the safety of those who use them. Adopting a bike path is a big commitment. However, DelDOT believes in fostering a working relationship with walkers, pedestrians, bicyclists and anyone who is interested in helping us keep these areas well maintained.

CONDITIONS FOR PARTICIPATION

- 1) One state-owned bike path per organization is required for adoption. Groups are permitted to adopt more than one bike path. **Litter pickup will be done on the assigned bike path three times per year, more often if necessary.**
- 2) Bike paths will be selected by the AABP Program Coordinator, a designee of DeIDOT's Planning Section or an appointed representative.
- 3) Any local community organization, such as civic, social or school groups, is eligible to participate, as are businesses. Participants must have approved applications on file with the District Engineer or the appointed representative before conducting their first clean up.
- 4) Businesses that wish to sponsor groups may do so. The business name (maximum of 50 characters including punctuation and spaces) will go on the sign in block letters. No logo of any type is allowed. One sign will be posted midway on the bike path indicating the group responsible for cleaning the bike path. Where possible, signs may be co-posted with existing signs.
- 5) Participants are asked to adopt a bike path for a minimum period of two years. Continued participation in the program is granted as long as (3) activity reports per year are filed with DeIDOT indicating continued participation.
- 6) Group members less than 15 years old must be supervised by adults 18 years or older. Individuals under 12 years of age will not be permitted to participate. There will be one adult per eight underage members (12 to 18 years of age). Large groups should stay together as they clean the bike path.
- 7) **Scheduled pickups should be reported to the AABP District Coordinator at least one week in advance of the actual clean up.**
- 8) The AABP District Coordinator will supply the group with activity reports, safety vests, signs and rubber gloves upon request. Materials will be sent or picked up by the group following your call to report your desire to conduct a clean up.
- 9) Participants are encouraged to recycle appropriate materials.
- 10) **If participants do not dispose of the filled trash bags themselves, they must notify the local AABP District Coordinator as soon as possible that these trash bags need to be removed by DeIDOT.**
- 11) DeIDOT will bear the cost of producing, installing and maintaining one sign per group. There is no fee to the volunteer for participation in the program.
- 12) Local district coordinators will monitor and administer the program in their respective counties. Please contact this person with any specific questions regarding bike path conditions in your area.

Local District AABP Coordinators

New Castle County (above the C&D Canal only) – 302-326-4462

Kent County (from C&D Canal to Sussex County line) – 302-760-2413

Sussex County – 302-853-1308

13) Cleanups during bad weather or when visibility is reduced or restricted is prohibited. The adopting group will be responsible for rescheduling.

14) Groups are responsible for notifying the AABP Program and or District Coordinator of any changes in the status of their application (contact person, telephone number, address, etc.). If we are unable to reach you and sufficient activity reports (3 per year) have not been received, DeIDOT reserves the right to terminate your participation in the program.

15) Groups are required to submit three activity reports per year during the course of their participation in the program. The reports must be completed after a cleanup has been conducted, and should include information such as the group's name, number of participants and the amount of litter collected. They should be sent to DeIDOT, P.O. Box 778, Dover, DE 19903-0778, or submitted online at www.deldot.gov. Failure to submit the requisite reports can result in dismissal from the program. (An activity report form is provided upon application approval, following a call reporting a cleanup, and is also available online at www.deldot.gov.)

16) DeIDOT reserves the right to revise these conditions as needed and reserves the right to deny applications from unqualified volunteers.

SAFETY TIPS

The AABP Program promotes responsible behavior. All participants are asked to keep this goal in mind when conducting cleanups. Program requirements state that the following regulations must be shared with all members. ***Please review and discuss this information prior to conducting clean ups.***

DON'T pick up litter on the roadway, close to the edge of the road or on the median.

DON'T pick up litter in construction or maintenance sites, in tunnels, or on bridges or overpasses. DelDOT will maintain these areas.

DON'T do anything that will distract passing drivers or other volunteers.

DON'T work during peak travel times. DelDOT can help you identify suitable hours.

DON'T participate in litter pickups while under the influence of drugs and/or alcohol.

DON'T allow children under 12 years of age to participate.

DON'T pick up materials that appear to be hazardous. Contact the Delaware State Police or the Hazardous Waste section of DNREC at 1-800-662-8802 or 302-739-5072. You may also contact the AABP District or Program Coordinator at 760-2080.

DO stay on the bike path itself and out of the way of passing traffic.

DO work in small groups, keeping children with adults at all times.

DO carpool or bike to the site and park off the roadway and bike path.

DO wear bright colored, protective clothing, gloves and hard-soled shoes. Put on your orange safety vest before leaving your vehicle.

DO work only during daylight hours and in fair weather.

DO avoid animals and/or noxious weeds.

APPLICATION FORM

Date _____

I/we request permission to adopt a bike path in _____ County located at:

(the bike path must be state-owned)

We agree that work will be performed under and in accordance with the Delaware Department of Transportation's AABP conditions attached to this application and incorporated herein by reference.

We further agree that upon approval, each participating member of our organization, for themselves, shall at all times indemnify and save harmless the Delaware Department of Transportation (DelDOT) and DelDOT employees, agents and officers from responsibility, damage or liability arising from the exercise of the privileges granted in such applications.

We further agree that this application may be terminated by DelDOT at any time DelDOT determines that, in its opinion, the applicants do not comply with the conditions of this program or at any time the applicants' work under this program is unsafe or causes a conflict with traffic. The Department reserves the right to revise or discontinue this program at any time.

PLEASE PRINT

Name _____ Signature _____

Address _____

Phone (H) _____ (W) _____

The posted sign will say:

Bike Route Adopted By

(Name to appear on sign)

(limit 50 spaces, including punctuation and spaces)

If someone calls about your group, would you like your phone number released?

FOR OFFICE USE ONLY

The undersigned hereby accepts the above organization's agreement for the adoption of a bike path located at _____.

District Engineer

Date

cc: Sign Shop
Office of Public Relations

Sponsor Code

CHILD'S RELEASE

***This form must be completed and returned with each activity report/
cleanups being conducted as a part of the AABP Program.***

Date _____

Organization _____
(name of group as it appears on the sign)

I, a member of the _____, have received the roadside safety regulations as a prerequisite to participating in the AABP Program.

I do hereby release and discharge the State of Delaware, the Delaware Department of Transportation, and their officers, agents and employees, from all claims, demands and causes of action of every kind whatsoever for any damages and/or injuries that may result from my participation in the Adopt-A-Highway Program and other voluntary activities on or near the highway right-of-way.

I further agree to hold harmless the State of Delaware, the Delaware Department of Transportation, agents and employees, from liability for any damages or injuries resulting from any acts or failure to act on my part during my participation in said voluntary activities on or near the highway right-of-way.

Name of Child(ren): _____

Parent's Name: _____

*Parent's Signature: _____

Address: _____

*Please note, a parent's permission is required for all participants under the age of 18. Children younger than 12 years old may not participate.

