



JANET T. MILLS
GOVERNOR

STATE OF MAINE
DEPARTMENT OF AGRICULTURE, CONSERVATION & FORESTRY
BUREAU OF PARKS AND LANDS
ATV PROGRAM
22 STATE HOUSE STATION
AUGUSTA, MAINE 04333-0022
PH 207-287-4958 FAX 207-287-8111

AMANDA E. BEAL
COMMISSIONER

<u>ALLOWABLE ADMINSTRATIVE COSTS:</u>	<u>NOT ALLOWABLE</u>
Up to 40 hours of grant-related administrative time (must be recorded on trail worksheet with date/time/reason)	Food/meal purchases (other than landowner relations)
Trail License (railroad crossing fees)	Club house fees, hall rentals for meetings and events
PO Box fees	Office supplies (paper, ink, etc)
Liability insurance (must include declaration page and invoice with reimbursement)	Club membership materials (stickers, mailings, clothing, etc)
Secretary of State corporation yearly filing fee	Late filing fees
DEP/LUPC permit costs	ATV Maine memberships
Porta potty rentals for park-and-rides	
Landowner relations related costs up to \$500	

<u>ALLOWABLE TRAIL MAINTENANCE COSTS:</u>	<u>NOT ALLOWABLE</u>
Manual labor on ATV trails (we can only reimburse what you have paid out)	Equipment purchases (tractors, ATVs, dump trailers)
Maintenance of remote parking areas (approved park-and-rides)	Repairs and parts for equipment
Gates (when required by landowner)	Registration costs for ATVs, tractors, trailers, etc
Materials (lumber, nails, screws, culverts, gravel, etc)	Any charges related to access routes (signs, construction, etc)
Equipment rentals for use in ditching, brush mowing/cutting, trail construction, etc (any project over \$5,000.00 must be preapproved prior to starting work by the Supervisor of the Off-Road Recreational Vehicle Office)	Gas/Diesel if equipment rates are being charged (equipment per hour rates include labor, fuel, repairs, etc)
Equipment per hour costs up to the MDOT's current equipment rates listed on their website	

OFF-ROAD RECREATIONAL
VEHICLE OFFICE
BUREAU OF PARKS AND LANDS
18 ELKINS LANE, HARLOW BUILDING



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