



Massachusetts Department of Conservation and Recreation Timber Mat Pilot Program

The changes in our climate, characterized by rising temperatures and altered seasonal precipitation patterns, have introduced greater unpredictability to soil conditions across Massachusetts. For timber harvesters this has heightened the challenge of maintaining stable ground conditions throughout a timber harvest. One effective best management practice is the use of timber mats to mitigate impacts to soil, protect sensitive resource areas, and extend operating times. To promote this practice, the Timber Mat Program will offer eligible applicants financial assistance towards new mats through a cost-share reimbursement process. The Timber Mat Program is a branch of the Healey-Driscoll Administration's Forests as Climate Solutions Initiative. This pilot program is for Spring 2024 only and funding is limited*. The Department of Conservation and Recreation (DCR) will seek to expand the program as demand and funding is available in future years.

Applicant Eligibility:

1. Applicant must be at least one of the following: a commercial timber harvesting business owner with an active Massachusetts Timber Harvester License in good standing with the Department of Conservation and Recreation, a commercial timber harvesting business owner that employs or contracts licensed timber harvesters in good standing with the Department of Conservation and Recreation, a commercial sawmill business owner, **or** a timberland owner in the primary business of forest management demonstrated with an average of at least two forest cutting plans per year
- and**
2. Applicant must be a Massachusetts resident **or** own forestland in Massachusetts
- and**
3. Applicant must provide the file number to one forest cutting plan that they, their employee, or contractor is currently harvesting or harvested within the last 12 months**

Program Details:

- Cost-share reimbursement **up to** \$500 per new, not previously used, timber mat. Example, if a mat costs \$450, the program will reimburse \$450. If a mat costs \$550, the program will reimburse \$500.
- **Up to** 20 mats are eligible for reimbursement. The maximum reimbursement amount is \$10,000.
- All costs are the responsibility of the applicant. Trucking and handling costs are not eligible for reimbursement.
- The applicant must purchase mats from a business that manufactures or resells mats. Mats can be purchased from out-of-state businesses. Confirm that mats can be delivered **before May 30, 2024**.
- Mat seller information must be provided on the application. If the seller changes it must be approved by DCR before mats can be purchased.
- **DO NOT** purchase mats until you receive an approval confirmation. Mats purchased prior to receiving an approval confirmation are not eligible.
- A paid in full receipt is required. Additional sale information is in the reimbursement section.
- Mats must be delivered to the applicant's harvest site or place of business **before May 30, 2024**.
- After delivery, reimbursement documents must be received by DCR **before 5PM on May 31, 2024**.
- One application per business or applicant is allowed. Employees can't apply on the business' behalf.

Mat Specifications:

- Mats must be new, not previously used, and constructed from durable hardwood timbers. Mats constructed from poplar, basswood, or softwood timbers are not eligible. Laminated mats are not eligible.
- Mats must have minimum dimensions of 16' long, 4' wide, and 8" thick. Cost-share can be applied to hardwood mats that exceed these dimensions.
- Timbers must be secured by steel rods. Mats can have flush, beveled, staggered, or notched ends.

Application Window:

The application window will begin at **9AM on Wednesday April 10, 2024**. Approximately at that time applications will be distributed to timber harvesters from the Timber Harvester License email. If a timber harvester does not have an email on record an application will be mailed to them. Applications may also be found on the DCR Timber Harvester webpage: <https://www.mass.gov/guides/massachusetts-timber-harvesting-license-program> or by request by emailing DCR.Forestry@mass.gov. The application window will end at **5PM on Tuesday April 30, 2024 or when funding runs out, whichever is first**. Applications will be reviewed in the order they are received. Applying by email is recommended. Applications must be legible. The applicant's name and business must be consistent on all documents.

How to Apply:

1. Fill out an application and [W-9](#).
2. Submit the completed application and W-9 to:
DCR.Forestry@mass.gov with 'Timber Mat Program Application' in the subject line or
DCR Amherst Field Office, P.O. Box 484, Amherst, MA 01004
The applicant will receive confirmation that their cost-share was approved or denied. Applicants can purchase mats after receiving approval confirmation.
3. Please contact DCR Service Forester Jacob Macko at jacob.macko@mass.gov or 857-202-2824 with questions, especially regarding when it is okay to purchase mats.

Reimbursement:

1. Before reimbursement documents can be submitted, mats must be delivered to the applicant's harvest site or place of business **before May 30, 2024**.
2. Once mats are delivered, cost-share confirmation and paid in full receipt must be received by DCR **before 5PM on May 31, 2024**.

Paid in full receipt must include the following information:

- Timber mat seller business name, address, and phone number
 - Timber mat buyer (applicant) business name and address
 - Mat information - mat quantity, mat condition, mat dimensions, and species used
 - Cost information - mat cost, total cost, payment method, and date of payment
3. Submit reimbursement documents to:
DCR.Forestry@mass.gov with 'Timber Mat Program Reimbursement' in the subject line or
DCR Amherst Field Office, P.O. Box 484, Amherst, MA 01004

4. Please contact DCR Service Forester Jacob Macko at jacob.macko@mass.gov or 857-202-2824 with reimbursement questions, especially the date for receiving mats and documentation needed.
5. When reimbursement documents are received, DCR will verify that the mats were delivered. Once finalized, the applicant will receive the reimbursement in the mail. Although paperwork will be processed as quickly as possible it may take up to 6-8 weeks to receive reimbursement.
6. Applicant may receive an IRS Form 1099 for "Miscellaneous Income". Consult with your tax preparer with questions.

* In the event that demand exceeds program funding, eligible applicants who do not receive reimbursement may get priority the following year.

** This requirement is to ensure that cost-share is being directed toward applicants that are actively harvesting timber.

Mats must be used by the applicant in commercial timber harvests for the entire duration of their useful life.

The Department of Conservation and Recreation (DCR) reserves the right to request information including but not limited to proof of residency, proof of ownership, sales records, and photo documentation. DCR reserves the right to conduct mat inspections at the applicants place of business or harvest site.