



## Massachusetts Department of Conservation and Recreation Timber Mat Program FY25

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.

### 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 Jan 30, 2025**.
- Mat seller information must be provided on the application. Changing the mat seller is allowed but it must be approved by DCR before mats are purchased.
- **DO NOT** purchase mats until you receive notification that your application is approved. Mats purchased prior to receiving approval are not eligible.
- Receipt and photo documentation are required. See additional details in the reimbursement section.
- Mats must be delivered to the applicant's harvest site or place of business **before Jan 30, 2025**.
- After delivery, reimbursement documents must be received by DCR **before 5PM on Jan 31, 2025**.
- 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 the minimum 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 Friday November 1, 2024**. Approximately at that time applications will be distributed to licensed timber harvesters via email from the DCR Timber Harvester License Program email account. Applications may also be found on the DCR Timber Harvester webpage: <https://www.mass.gov/guides/massachusetts-timber-harvesting-license-program> or requested by emailing DCR.Forestry@mass.gov.

Applications must be legible. The applicant's name and business must be consistent on all documents. Applications will be reviewed in the order they are received; however, applicants who did not participate in the FY24 program will be given preference until **November 8<sup>th</sup>, 2024**. Applying by email is recommended. The application window will end at **5PM on Friday November 29, 2024, or when funding runs out**, whichever is first.

For all questions contact DCR Service Forester Jacob Macko at jacob.macko@mass.gov or 857-202-2824.

## 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 Timber Mat Program, P.O. Box 484, Amherst, MA 01004
3. After the application is received and reviewed by DCR the applicant will receive a notification that their cost-share was approved or denied. Approved applicants will receive an approval notice/cost-share reimbursement form. Applicants can only purchase mats **after** receiving approval.

## Reimbursement

1. Before reimbursement documents can be submitted, mats must be delivered to the applicant's harvest site or place of business **before January 30, 2025**.
2. After mats are delivered, the following documents must be received by DCR **before 5PM on January 31, 2025**.
  - Completed cost-share reimbursement form
  - Photo(s) that capture all the mats at the applicant's harvest site or place of business.
  - Receipt that includes the following information:
    - Timber mat seller business name and address
    - Timber mat buyer (applicant) business name and address
    - Mat information - mat quantity, mat condition, mat dimensions, and species used
    - Cost information - per 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 Timber Mat Program, P.O. Box 484, Amherst, MA 01004.
4. After the reimbursement documents are received and approved by DCR the applicant will receive reimbursement in the mail. Although paperwork will be processed as quickly as possible it may take up to 6-8 weeks to receive reimbursement.
5. Applicant may receive an IRS Form 1099 for "Miscellaneous Income". Consult with your tax preparer with questions.

### **Additional Information**

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

If demand exceeds program funding, eligible applicants who do not receive reimbursement may get priority the following year.

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

DCR reserves the right to request information including but not limited to proof of residency, proof of ownership, sales records, photo documentation, and other information necessary to evaluate eligibility.

DCR reserves the right to conduct in-person mat inspections at the applicant's place of business or harvest site.

For all questions contact DCR Service Forester Jacob Macko at [jacob.macko@mass.gov](mailto:jacob.macko@mass.gov) or 857-202-2824.