

Effective 8/1/11

UK Robinson Center for Appalachian Resource Sustainability (RCARS)

Robinson Forest and Robinson Camp Use and User Policy

The Robinson Forest and the Robinson Forest Camp facilities are open for users and uses that fall under the goals and objectives of the University of Kentucky, further the land grant mission, and are consistent with educational, research, and service opportunities focused on forest, natural resource and conservation subjects. These criteria allow for a wide range of users and uses and evaluation of each proposed facility use is based on these criteria. All users and uses must conform to the policy and procedures for the Robinson Forest. Facility arrangements are made through the Robinson Center for Appalachian Resource Sustainability office. Approval of proposed facility use is based upon the criteria provided above and availability. Requests for on-site assistance, guides, and presentations, must be made independently of the facility use request.

Robinson Forest Project and Visitor Policy

1. All in-Forest projects on the UK Robinson Forest must have prior approval from the Robinson Forest Technical Committee. Approval is initiated using the "Robinson Forest Project Submission Instructions and Form" found at robinson-forest.ca.uky.edu. If you have any questions after reviewing this policy and project submission form, please contact the Robinson Forest.

Contact: Robinson.Forest@uky.edu
Phone 606-666-9995

2. Visitors are not allowed on the Robinson Forest without prior approval. Contact Jackie Allen at 606-666-2438 x291 for an appointment.
3. All visitors are required to "sign-in" upon their arrival and "sign-out" upon their departure at the "Check-in Center" kiosk located in the camp main parking lot.
4. All visitors are required to follow Robinson Forest safety rules posted at the "Check-in Center" kiosk.
5. No pets, firearms and alcohol allowed on the Robinson Forest.
6. Campfires within Robinson Forest are restricted to the fire pit located in camp. During fire season (February 15 – April 30 and October 1 – December 15), camp fires may only be lit between the hours of 6PM and 6AM (EST) and must be extinguished prior to being left unattended. Please notify camp staff if additional wood or splitting tools are needed.
7. Robinson Forest operating hours are Monday thru Friday, 8:00 a.m. – 4:30 p.m. Exceptions to this schedule may be considered on a case-by-case basis. Special request must be submitted to Dr. David Williams, RCARS Director at 606-666-2438 Ext 286 or dwilliam@uky.edu.

Robinson Forest Lodging and Meal Policy for: UK Research, Teaching and Extension Activities

1. All overnight lodging at the Robinson Forest must be reserved by contacting the RCARS office in Breathitt County (Jackie Allen: 606-666-2438 Ext 291) or using the on-line reservation process at www2.uky.edu/rcars.
2. All overnight guests at the Robinson Forest will receive specific lodging assignments.
3. Cost for overnight lodging at the Robinson Forest for UK faculty, staff and students is **\$10.00 per night per person**.
4. Contact Jackie Allen for information on the availability of meals (minimum of 10 people required).
5. Meal Cost: Breakfast -\$7.00
Lunch -\$9.00
Dinner -\$11.00
6. No pets allowed at the Robinson Forest Camp.
7. No alcohol or firearms allowed at the Robinson Forest.
8. Camp Apartment – Cost for extended lodging in this cabin is \$300 per month. Contact the RCARS office for availability information.
9. All UK students visiting the UK Robinson Forest must complete the “Student Courses and Programs” waiver form available on-line or at the camp “Check-in Center”.

Robinson Forest Lodging and Meal Policy for: All Other Activities (Individuals and Groups)

1. Overnight lodging at the UK Robinson Forest must be reserved by contacting the RCARS office in Breathitt County (Jackie Allen: 606-666-2438 Ext 291) or using the on-line reservation process that will be available via the RCARS web site.
2. Cost for overnight lodging is **\$25 per night per person**.
3. Meals may be provided upon request (minimum of 10 people required).
4. Meal Cost: Breakfast – \$7.00
Lunch – \$9.00
Dinner -\$11.00
5. No pets allowed at the Robinson Forest.
6. No alcohol or firearms allowed at the Robinson Forest.
7. All non-UK visitors must complete the “Continuing Education Programs” waiver form available on-line or at the camp “Check-in Center”.

Robinson Forest Transportation Policy

1. All requests for RCARS transportation on the Robinson Forest must be made by contacting Jackie Allen (606-666-2438 Ext 291).
2. Long-term parking of departmental research vehicles at the Robinson Forest is permitted. Routine maintenance and repairs of all RCARS and departmental vehicles at the Robinson Forest must be performed by RCARS or Facilities Management mechanics.
3. No personal vehicles are allowed on the Robinson Forest research area without prior approval of the RCARS Director or Forest Manager.
4. Fuel (gasoline and diesel) at the Robinson Forest is available for UK vehicles only.
5. Only RCARS staff are permitted to dispense fuel at the Robinson Forest. Fuel usage for departmental vehicles/equipment will be charged directly to departments.
6. All 15 passenger van drivers must complete the 15 passenger van training.

7. Robinson Forest Vehicle Usage Fees

<u>Vehicle</u>	<u>*Daily Fee</u>
3/4 ton pickup	\$20.00
15 passenger van	\$35.00
Side-by-Side (if/when available)	\$10.00

*Daily fees cover mileage in Breathitt, Perry and Knott counties only.