



DEPARTMENT OF THE ARMY  
U.S. ARMY CORPS OF ENGINEERS  
441 G STREET, NW  
WASHINGTON, D.C. 20314-1000

REPLY TO  
ATTENTION OF

CECW-CO

SEP 02 2015

MEMORANDUM FOR COMMANDERS, MAJOR SUBORDINATE COMMANDS  
CHIEFS, OPERATIONS DIVISIONS, MAJOR SUBORDINATE COMMANDS

SUBJECT: Day Use Fee-Free Day and Fee-Free Coupons Issued for Volunteers on  
National Public Lands Day, 26 September 2015

1. National Public Lands Day (NPLD), an event held annually in September, showcases our Nation's public lands and the importance of protecting natural resources through responsible use and volunteerism. Again this year, the U.S. Army Corps of Engineers will participate in a Fee-Free Day in partnership with our sister federal land management agencies.
2. Accordingly, all day use fees for visitors to Corps-managed recreation areas will be waived on 26 September 2015. This waiver covers boat launch ramp and swim beach fees. The waiver does not apply to camping and camping-related services, or fees for specialized facilities such as group picnic shelters. Other agencies that manage recreation areas located on Corps lands are encouraged, but not required, to comply with this waiver of day use fees in the areas that they manage.
3. In addition, the Corps will thank our NPLD volunteers by issuing each a "fee-free coupon" which is valid for one year from date of issue. The coupon may be used for one day of entrance fees or day use fees at any participating federal agency park, forest, or recreation area that charges either of these types of fees. Guidelines concerning issuing and accounting for the coupons are enclosed.
4. This coupon will be honored at all Corps projects regardless of whether or not there was a NPLD event held at that project during the year.
5. My point of contact for the NPLD is Ms. Heather Burke, (503) 808-4313 and for the recreation use fee program, Mr. Scott Strotman, (202) 761-0036.

Encl

STEVEN L. STOCKTON, P.E.  
Director of Civil Works

## 2015 National Public Lands Day "Fee-Free" Coupon Guidelines

### 1. The coupons:

a. Quantity of coupons sent from National Environmental Education Foundation will be based on number of volunteers estimated during registration of each individual site on the NPLD website.

b. Will be mailed to each project throughout the summer leading up to NPLD. There are four scheduled mailings throughout the summer.

c. Uniquely numbered.

d. Non-transferable. Each volunteer will print their name on the front side of the coupon at the time it is issued to them.

e. Valid for entrance fees or day use fees only. (Although the Corps does not charge entrance fees, the other participating federal agencies do.)

f. Will admit the person whose name appears on the front and any accompanying passengers in a private vehicle.

(1) A private vehicle is defined as any noncommercial vehicle that is being used for private recreation purposes.

g. In those areas where a per person fee is charged, the coupon admits the person whose name appears on the front and his or her spouse, parents, and children.

h. Not valid for other use fees, such as parking, camping, tours, and concessions. The coupons may not be used toward the purchase of an annual pass or America the Beautiful Pass.

i. Redeemable for one fee-free day at an area managed by:

- (1) U.S. Army Corps of Engineers;
- (2) U.S. Fish and Wildlife;
- (3) U.S. Forest Service;
- (4) Bureau of Land Management; and
- (5) National Park Service.

j. A coupon received by participating at a Corps event can be redeemed at any of the five participating federal agency areas. The Corps will also honor coupons which volunteers receive from one of the four other agencies. All participating agencies have agreed to honor coupons issued by any other participating agency.

k. Participating federal agencies are not responsible for misplaced, lost, or stolen coupons.

## 2015 National Public Lands Day “Fee-Free” Coupon Guidelines

### 2. The NPLD POC at the project will be responsible for:

- a. Issuing the coupons to each volunteer after participating in a NPLD activity.
- b. Having each volunteer print their name on the front side of the coupon at the time it is issued to them.
- c. Keeping a simple record of how many coupons were issued; i.e., numbers 00050 - 00124 were issued. Personal information about the volunteers, such as name, address, etc, will not be collected or maintained.
- d. Destroying all coupons not issued and documenting this action with a MFR.
- e. Ensuring that both project staff and volunteers understand how to use the coupon.

### 3. How the coupon will be accounted for at the project:

- a. This coupon will be honored at all Corps projects regardless of whether there was a NPLD event held at that project during the year or not.
- b. In areas using Park Office, check in the day use customer as usual under the appropriate day use POS item and change the fees to \$0.00. In the REMARKS box at the bottom of the screen enter, “NPLD Fee-Free Coupon” as reason for the waiver.
- c. In honor vault areas, the visitor will complete the information on the outside of the day use fee envelope (ENG 4839A) and place the coupon in the envelope instead of money.

### 4. Redeemed coupons will be destroyed once they have been recorded.