

ADOPT LITTER CONTROL PROGRAM

PURPOSE: To gather the support of business, industry, civic youth, religious groups, as well as individuals, in controlling the litter problem by adopting mile(s) of county or city controlled roadway, or shared access area(s) such as parks, ball fields and trails, or mile(s) of shoreline (area(s)) in Nassau County for cleaning. The adopted area(s) will be periodically cleaned to foster a clean, healthy, and more beautiful environment, to encourage community spirit, and to promote growth and economic development in Nassau County.

Litter control programs for federal and state roadways are regulated by the Florida Department of Transportation. Keep Nassau Beautiful (KNB) assists organizations in adopting these roadways.

PROGRAM REQUIREMENTS:

1. The adopting group shall:
 - a. Complete the attached Agreement.
 - b. Adopt, in most cases, a minimum of a one-mile section of roadway or shoreline. Sections of roadway would be maintained on both sides of the roadway.
 - c. Pick up litter on assigned section of roadway, shared access area, or shoreline at least once per quarter.
 - d. Ensure availability of supplies needed to complete a safe clean-up event.
 - e. Assign a site coordinator for each clean-up.
 - f. Follow the safety precautions outlined on the attached sheet during each clean-up.
 - g. Ensure the current version of the Volunteer Registration form is completed by each volunteer prior to participation in each site clean-up event. Add your organization name to the form.
 - h. Dispose of bagged trash properly. Separate trash and recyclables if possible.
 - i. Agree to maintain the assigned section of roadway, shared access area, or shoreline for a period of four years.
 - j. Report to KNB *before* each clean-up: Date, Time, and location of clean-up. May use email: knb@keepnassaubeautiful.org or volunteer hotline: 904-261-0165.
 - k. Report to KNB within 10 days *after* each clean-up: the approximate amount and type of trash collected; the number of volunteers who worked; and the total hours volunteered. This data is needed to support KNB funding request, measure the program effectiveness, and reporting requirements, and to publicize events. Use on-line Clean Up Event Report: <https://keepnassaubeautiful.org/programs/> or email the Clean Up Event Report and photos: knb@keepnassaubeautiful.org or mail via USPS.
 - l. Designate an individual to be the point of contact between the organization and KNB.
 - m. Publicize your involvement in the Adopt Litter Control Program and encourage other organizations to become involved.
2. Keep Nassau Beautiful shall:
 - a. Publicize the Adopt Litter Control Program.
 - b. Recognize the participating organizations.
 - c. Coordinate printing of signs used to designate the areas adopted (Adopt-A-Mile, Adopt-A-Road, Adopt-A-Beach, and as approved, Adopt-A-Spot).
 - d. Coordinate installation of signs for Adopt-A-Mile, Adopt-A-Road, Adopt-A-Beach program as approved by Nassau County. When Adopt-A-Spot is utilized, KNB will coordinate with you for sign installation.
 - e. Provide trash bags, if requested, for clean-ups.

Keep Nassau Beautiful, Inc. is a registered, not-for-profit 501(c)(3) corporation. It is only through the generous financial support of our volunteers, partners and individual donors that we can continue to work to end littering in Nassau County. We welcome your participation in our Adopt Litter Control Program.

ADOPT LITTER CONTROL PROGRAM AGREEMENT

Recognizing the existence of a litter problem in Nassau County and that Keep Nassau Beautiful is Nassau County's community agency chartered to establish and maintain a continuing litter control program, improve the appearance of the community, and promote public interest in a clean and beautiful environment, the:

Name of Organization

Does hereby agree to support and participate in the Keep Nassau Beautiful Adopt Litter Control Program.

Select the Program: Adopt-A-Mile Adopt-A-Road Adopt-A-Beach Adopt-A-Spot

Contact Person

Title

Address

City, State, Zip

Requested Mile(s), Spot, Shoreline

Select number of signs requested (Adopt-A-Mile and Adopt-A-Road)

One Sign Two Signs (Signs printed by KNB partner, Fast Signs. Cost approx. \$60.00 each)

Organization Name as it should appear on sign

Telephone Number

Fax Number

Other Number

E-mail

Signature of Organization Official

Date

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knb@keepnassaubeautiful.org
www.KeepNassauBeautiful.org
[@keepnassaubeautifulinc](https://www.instagram.com/keepnassaubeautifulinc)

SAFETY PRECAUTIONS

The following safety precautions are to be followed by organizations participating in the Keep Nassau Beautiful (KNB) Adopt Litter Control Program:

1. The Site Coordinator should review these precautions prior to commencing each and every clean-up.
2. Every volunteer participating in the clean-up must complete the Volunteer Registration form prior to each site clean-up event. The Site Coordinator should provide a sign-in sheet, and provide, collect and retain the Volunteer Registration form.
3. Have a first aid kit available at every clean-up.
4. Ensure an adequate supply of water is available. Encourage participants to bring a reusable water bottle.
5. Participants should consider wearing hats, sun block, and sunglasses.
6. Participants should wear gloves and good quality shoes or boots. Rubber rain boots are a good choice.
7. Participants should wear bright or light colored clothing.
8. Carpool to the adopted area in a minimum number of vehicles.
9. Avoid toxic/hazardous substances such as poison ivy, poison oak, areas where herbicides have been recently placed, animals and insects.
10. No horseplay during the clean-up.
11. No intoxicating beverages or illegal drugs will be allowed.
12. Ensure there is adequate supervision of youths during clean ups.

Adopt-A-Mile and Adopt-A-Road Participants should follow the above Safety Precautions and also the following:

13. Participants should wear reflective safety vests.
14. Participants should be directed to park off the roadway as far from the pavement as possible or in a designated parking area as close to the clean up area as possible.
15. Participants should work facing oncoming traffic.
16. Participants should clean one side of the road at a time.

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CLEAN-UP REPORT

Complete On-Line form, <https://keepnassaubeautiful.org/programs/>, or forward this form to Keep Nassau Beautiful, knb@keepnassaubeautiful.org or via USPS. If possible include pictures of your clean-up event.

Organization Name	Date of Clean-up
Location of Clean-up	Time of Clean-up
Number of Volunteers	Number of Hours
Contact Name	Telephone Number
Total Number of Trash Bags	Estimated Weight
Total Number of Recycle Bags (if separated)	Estimated Weight
List any unusual items or items too big to fit in trash bag:	
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VOLUNTEER REGISTRATION

www.KeepNassauBeautiful.org

knb@keepnassaubeautiful.org

Volunteer Hotline: 904-261-0165

PO Box 16244, Fernandina Beach, FL 32035

CLEAN UP EVENT: _____

DATE: _____

SITE: _____

Thank you for participating in this event sponsored by _____ and Keep Nassau Beautiful, Inc. Your participation is key to keeping Nassau County beaches and places clean, green, beautiful and fit for our citizens, visitors, and wildlife. We will not distribute or sell any information provided on this form.

The undersigned volunteer understands and will adhere to the volunteer guidelines listed below. The undersigned does hereby release and discharge _____ and Keep Nassau Beautiful, Inc, its officers, directors, and employees, from any and all claims, demands, losses, costs, expenses, suits, damage, obligations, liabilities, causes of action and judgments whatsoever, in law or in equity, which the undersigned volunteer may have arising out of, or in connection with, participation in the event. The undersigned volunteer does hereby assume any and all risks of personal injuries, including death and damage or loss to property, caused by or arising out of the participation in the event.

The undersigned volunteer does hereby give permission to be photographed by the event organizers or new media for any manner of publication including, but not limited to, newspaper or events' sponsor newsletters and websites.

Name of Organization if participating with a group _____

Name _____ Email _____

Address _____ City/State/Zip _____ Telephone _____

I, the undersigned, have read the volunteer guidelines below and agree to the above waiver of liability.

Signature _____
(Signature of parent or legal guardian if under 18)

Signature _____
(Signature of adult responsible for student groups if applicable)

VOLUNTEER GUIDELINES

- ◆ Please make sure you sign in at the registration table when you arrive, and receive the necessary materials to do the cleanup.
- ◆ Volunteers may be working in sunny, hot, wet and dirty conditions and, in some cases, areas where there is heavy brush. It is strongly recommended that you wear protective clothing (check with your Site Coordinator for recommendations), closed-toe shoes such as old sneakers, and hats for sun protection. Insect repellent and sunscreen are also strongly recommended.
- ◆ Remove litter during daylight hours only.
- ◆ For safety reasons, do not pick up litter while on bicycles, skateboards, or hover boards.
- ◆ All trash bags should be left at the locations designated by the Site Coordinator. Please make sure they are securely tied when full and placed for pick up.
- ◆ No consumption of intoxicating liquids, beverages, or illegal drugs will be allowed during the clean up or other community activity.
- ◆ Wear gloves and use caution when picking up sharp objects. **Watch out for broken glass and metal.**
- ◆ **Do not pick up any type of hypodermic needles or other hazardous waste such as paint, used motor oil, automobile batteries, etc. Note location and report it to Site Coordinator.**
- ◆ Do not lift anything too heavy. Report location of large debris such as motors and appliances.
- ◆ **Do not approach large drums. They may contain hazardous wastes; even vapors can be harmful. Leave the drum and report its location to Site Coordinator.**
- ◆ Avoid suspected hazardous substances or areas where herbicides were recently applied.
- ◆ Avoid areas where snakes, fire ants, jellyfish, crabs or other dangerous species may be located. If you encounter domestic animals the best policy is to avoid them and leave them alone.
- ◆ If you are recycling, designate one member of your team to carry a bag for recyclables usually clear or blue bag. Ask the Site Coordinator where to leave these bags when you're finished.

THANK YOU FOR CONTRIBUTING TO THE CARE OF OUR ENVIRONMENT!

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SUGGESTED SUPPLIES

The Site Coordinator should ensure these items are available for each volunteer for each sponsored clean up event. You may contact Keep Nassau Beautiful (KNB) for recommendations on purchasing supplies.

- Volunteer Sign In Sheet (optional)
- Volunteer Registration Form (required)
- First Aid Kit (required)
- Water (optional, you may ask volunteers to bring their own water or reusable water bottles)
- Insect Spray (optional, you may ask volunteers to bring their own)
- Sunscreen (optional, you may ask volunteers to bring their own)
- Gloves (required, however you may ask volunteers to bring their own)
- Reflective Safety Vest (required for roadway clean up event, not necessary for a non-roadway clean up event)
- Trash Bags (required)
- Recycle Bags (optional)
- Grabbers (optional but preferred)

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