



# **Adopt-A-Shoreline Program**



## **Adopt-A-Shoreline Program**

### **I. INTRODUCTION**

This policy applies to the Adopt-A-Shoreline Program. It establishes a framework under which groups can contribute to the community by "adopting" an access point to Utah Lake and agreeing to improve it through litter pick-up.

### **II. POLICY**

- A. The contact person for a volunteer organization fills out an Application and signs an Agreement between the Utah Lake Commission (ULC) and the volunteer organization which authorizes the applicant organization to perform specified duties in accordance with terms and conditions set by the ULC.
- B. All participants must sign a Release Form to participate in the program.
- C. The ULC will provide an informational sheet to leaders of volunteer groups on safety procedures, including instructions for taking pictures of heavy objects or dangerous materials like needles, syringes, or other drug paraphernalia and sending the pictures to the program administrator.
- D. ULC can provide a reasonable supply of garbage bags and nitrile gloves for organizations participating in Adopt-A-Shoreline, if the organization prefers not to supply their own. Local municipalities will not assist in supplying participants with equipment or specialized tools. If specialized tools and heavy equipment are needed, ULC should be notified and will attempt to arrange for municipal or county staff to take care of such needs.

### **III. RESPONSIBILITIES**

#### **A. Program Administrator (ULC)**

- 1. Establish and maintain standard procedures to provide uniform implementation of the ULC Adopt-A-Shoreline Program.
- 2. Coordinate the ULC's Adopt-A-Shoreline Program, and maintain a map of all

adopted and adoptable areas.

3. Provide, maintain, and update a standard Application and contractual Agreement for implementation of the Adopt-A-Shoreline Program.
4. Maintain a file of all executed Adopt-A-Shoreline Program Agreements.
5. Approve all materials, information packets, signs, logos, and any other items or materials used to implement and promote the Adopt-A-Shoreline Program.
6. Contact each participating volunteer organization a minimum of once a year to express appreciation for their participation, remind them of their responsibilities, etc. Utah Lake access points assigned to volunteer organizations should be monitored periodically to ensure that the degree of litter is in compliance with the Agreement.
7. Assist volunteer organizations with selecting a Utah Lake access point from which to remove litter and report any abuse of the amenities.
8. Ensure that volunteer organizations are recognized through the social media platforms, newsletters, and website of the ULC.
9. Provide clean up bags and plastic gloves for the volunteer organization.
10. Provide safety information to the volunteer organizations for use in training of their participants.
11. Assist the volunteer organizations with identifying dumpsters where trash can be disposed of.
12. Maintain records of any injuries and/or accidents which occur during participation in the program.

## **B. Volunteer Organization**

1. Provide a designated Volunteer Organization Representative.
2. Provide training for all participants using the safety information provided by the Program Administrator.
3. Abide by all Terms and Conditions of the Agreement.
4. Obtain a signed waiver from all participants.

#### **IV. TERMS AND CONDITIONS**

Any organization in which volunteers may be authorized to participate in the Adopt-A-Shoreline Program by removing litter at an assigned access point in accordance with the terms prescribed in an Adopt-A-Shoreline Agreement, is subject to the following rules:

A. Volunteer organizations that have not complied with a previous Adopt-A-Shoreline, Adopt-A-Street, or Adopt-A-Park Agreements shall not be eligible for a period of up to three years following the termination date of the previous Agreement, dependent on the reason for non-compliance.

B. Volunteer organizations shall be assigned an access point on a “Safety” and “First Come First Served” basis.

C. Volunteer organizations shall be assigned an access point for perpetuity, unless otherwise specified. Agreements can be terminated by either party upon thirty days written notice. Volunteer organizations assigned sections shall have first right of renewal for that section.

D. Each volunteer organization participating in the Adopt-A-Shoreline Program shall have a designated representative.

E. The designated representative for volunteer organizations must fill out an Application and sign an Agreement between the ULC and the volunteer organizations which authorizes the participants to perform specified duties in accordance with terms and conditions set by the ULC.

F. All participants shall be at least 10 years of age. All participants (or guardians for participants under the age of 18 years) shall complete a Waiver of Liability form prior to participating in the Adopt-A-Shoreline Program.

G. During litter cleanup, there shall be at least one adult supervisor present from the organization for every eight minors.

H. Participants shall not pick up syringes, hypodermic needles, suspected drug paraphernalia, or exceptionally large, heavy or unyielding objects. If possible, pictures should be taken of these kinds of materials and sent to the program administrator, and the ULC notified immediately to arrange proper pick up and disposal.

**APPENDICES:**

- A. Adopt-A-Shoreline Application
- B. Adopt-A-Shoreline Agreement
- C. Adopt-A-Shoreline Volunteer Release Waiver
- D. Adopt-A-Shoreline Participant Roster
- E. Map and/or Traffic Plan



**Adopt-A-Shoreline  
Application Form**  
51 S. University Ave.,  
Suite 109 ♦ Provo, UT  
84601  
Phone (801) 851-2900

Name of Volunteer Organization: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

**List the access point(s) you are interested in cleaning (in order of preference)**

Access Point: \_\_\_\_\_

Access Point: \_\_\_\_\_

Access Point: \_\_\_\_\_

Please note that access points are assigned on a "First Come First Served" Basis. If the point your group has identified is unavailable, the ULC will suggest alternatives.

Signature of Volunteer Organization Representative: \_\_\_\_\_

Name of Representative (please print): \_\_\_\_\_

Email: \_\_\_\_\_

Day Phone Number: \_\_\_\_\_ Evening Phone Number: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_



## **Adopt-A-Shoreline Litter Control Program**

### **AGREEMENT**

This Agreement is made and entered into this day \_\_\_\_\_, between the Utah Lake Commission (herein known as the "ULC") and \_\_\_\_\_, a volunteer organization (herein known as the "Grantee.")

WHEREAS, the ULC has the authority to establish an Adopt-A-Shoreline Program; and

WHEREAS, the Grantee wishes to contribute toward the effort to reduce shoreline litter and maintain amenities by volunteering to assist in picking up litter and reporting abuse or vandalism of amenities at the access point specified herein;

THEREFORE, the ULC does hereby authorize the Grantee to participate in the Adopt-A-Shoreline Program by picking up litter at the assigned access point designated below, in accordance with the following terms and conditions:

#### **The Grantee does hereby agree:**

1. To conduct cleanup activities in a safe manner and under any conditions as may be required by the ULC for the safety of the participants. Participant safety is the number one priority of the program, and the grantee agrees to take full responsibility for the safety of each and every participant.
2. To assign a leader to each cleanup crew, and that crew leader shall have a copy of this agreement with him/her at all times during the cleanup activity.
3. Cleanup activities shall be between the hours of 8:00 AM and 8:00 PM with attention to times of the year and safe daylight conditions.
4. To pick up litter no less than three times per year. Additional cleanups should be performed as necessary to maintain a neat appearance.
5. To have vehicles parked in designated parking lots near the access points, and to not allow personal motor vehicles on the trails or beaches.

6. To require that all participants shall be 10 years of age or older. The Grantee shall furnish waivers and supervision by one or more adults for every eight (8) minors (between the ages of 10 to 17 years) participating in the cleanup activity.

7. To obtain supplies and materials from the ULC during regular business hours at the address shown on this Agreement.

8. To place filled garbage bags in dumpsters that have been approved for use by the Adopt-A-Shoreline program. The program administrator will assist in identifying these dumpsters and getting approval for their use.

9. To notify the ULC IMMEDIATELY in the event of any injury or emergency. Participants who find anything that is hazardous or suspected to be hazardous shall not touch, but take all proper precautions and leave it for disposal by the proper authorities. In addition, participants shall not pick up syringes, hypodermic needles, suspected drug paraphernalia, or exceptionally large, heavy or unyielding objects. Pictures should be taken of these kinds of materials and sent to the program administrator.

10. To report any and all injuries incurred by participants during cleanup activities, to the ULC within two (2) working days of the injury. Notification must include:

- Name of injured person
- Nature of injury
- Date and Time of injury
- How injury occurred

11. Furnish to the ULC a completed Adopt-A-Shoreline release waiver for each participant taking part in any cleanup activities.

12. It is recommended that the Grantee have a first aid kit available at the cleanup site, and at least one person with basic first aid training should be present during cleanup activities.

**The ULC does hereby agree to:**

1. Designate a program administrator to act as contact person for this Agreement.
2. Recognize the efforts of volunteer organizations through the social media tools of the ULC.
3. Furnish the Grantee with clean up bags and gloves; and coordinate dumpster locations where litter can be disposed of.
4. Assist the Grantee in cleaning up additional inconvenient items when necessary (i.e. large, heavy or hazardous items).



5. Provide safety materials and training aids to the Grantee's representative for use by the Grantee in training participants.

6. Review guidelines for the organized clean-up days, including no closures of roads, sidewalks, shoulders, bike lanes, or travel lanes unless previously approved and appropriate permits are acquired.

**General Conditions:**

1. Recycling is an accepted and encouraged activity. Recyclable items collected by participants may be removed from the site at the option of the Grantee. Profits from the sale of recyclable items belong to the Grantee.

2. The ULC may suspend this Agreement temporarily because of future construction that may take place within the limits of the assigned area. Once these activities have been completed, the Grantee shall be notified and the Agreement restored.

3. The term of this Agreement shall commence on the specified agreement date indicated below, and **shall continue in perpetuity**, unless terminated by the Grantee or the ULC with thirty (30) days written notice. If this Agreement is complied with, Grantee shall have first right of renewal.

Name of Grantee: \_\_\_\_\_

Signature of Grantee: \_\_\_\_\_

**OFFICE USE ONLY:**

**Assigned Access Point:** \_\_\_\_\_

Name of ULC Representative:
Signature of ULC Representative:
Approved by ULC Administrator:
Date of Approval:



## **Volunteer Release Waiver**

The Adopt-A-Shoreline Program is for volunteers who donate their time to help keep the shorelines of Utah Lake clean. Participants are advised that working adjacent to a body of water can be hazardous. Participants shall exercise proper care in performing Litter collection activities. Participants must wear appropriate protective clothing such as long pants and a long sleeve shirt, and thick-soled boots or shoes.

As a volunteer of the ULC, I agree to follow all of the rules outlined in the Program Policy and Agreement. I acknowledge that ULC personnel will provide direction and limited supervision regarding my duties as a volunteer. I will use all provided equipment appropriately and follow all safety practices.

I represent that I am physically fit to participate in the Program. I am aware that the work contemplated in the Program involves certain risks of physical injury and death. Being fully informed as to these risks and in consideration of being given the privilege to participate in the Program, I hereby, on behalf of myself and my heirs, assume all risks in connection with my participation in this program and I further hold harmless the ULC, its officials, employees and agents for any injury or damages which may occur to me while I am participating in the Program and I waive any right to bring claim or lawsuit against them for such injury, damage or death. Furthermore, I agree to hold harmless, defend and indemnify the ULC, its officials, employees and agents from any and all claims and lawsuits for injury, loss, or damage to other persons or entities which may arise in the future as a result of or in connection with my participation in the Adopt-A-Shoreline program except for injuries or damages caused by the sole negligence of the ULC. I authorize any necessary emergency medical treatment that might be required for me in the event of physical injury and/or accident to me while participating in this Program.

Signature of Participant: \_\_\_\_\_ Date: \_\_\_\_\_

## Participation of a Minor

*The ULC Adopt-A-Shoreline Program is for volunteers who donate their time to help keep the ULC clean. Participants are advised that working adjacent to a waterway can be hazardous. Participants shall exercise proper care in performing Litter collection activities. Participants must wear appropriate protective clothing such as long pants and a long sleeve shirt, and thick-soled boots or shoes.*

I certify that I am the parent or legal guardian of the participant below-named; that I have read and understood the foregoing release and waiver, and that I consent to the participants below-named participation in the Program join in the release and waiver without reservations and agree to release and waive any claim or legal cause of action that I might have arising out of any personal injury, damage or death of the participant as against the ULC, its officials, employees and agents. I further grant my full consent and authorization for the below named participant to engage in the activity described above. Furthermore, I authorize all reasonable medical treatment that may be necessitated in the event of injury or accident occurring to the participant named above while working in the Program. I further assume and agree to pay medical and emergency expenses incurred by the participant below named with respect to their involvement in the Program. In the event of an accident, illness, or other incapacity, regardless of whether I have authorized such expenses.

Name of Participant: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Signature of Parent or Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

(If participant is less than 18 years of age)



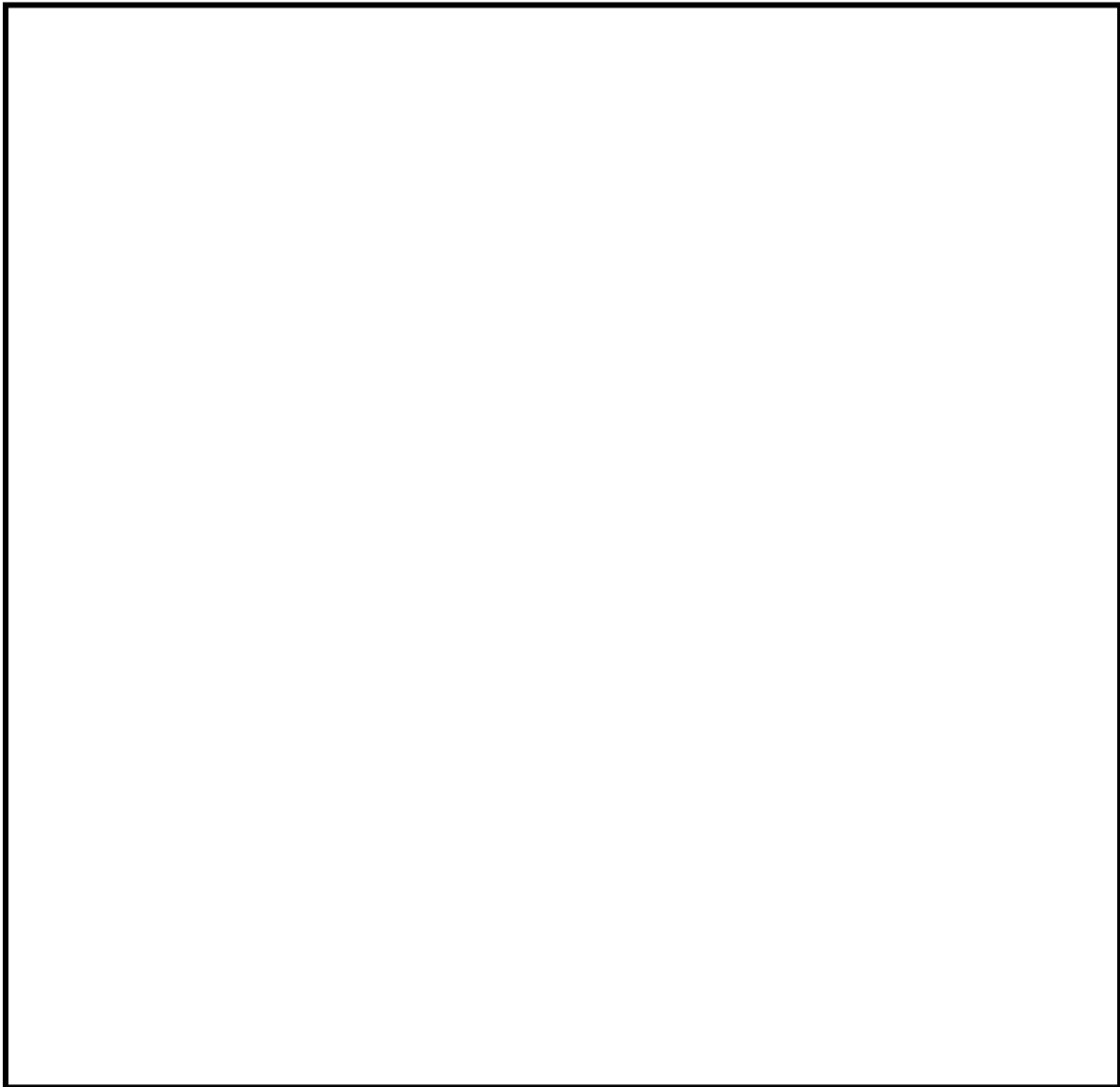


**MAP**

Organization Group Name: \_\_\_\_\_

Organization Representative Name: \_\_\_\_\_

Location / Address: \_\_\_\_\_





## **SAFETY GUIDELINES**

**You will be participating in a volunteer community cleanup near a road, your safety and the safety of others is extremely important to us. Here are some ideas you may recommend to your group on how to stay safe while out on your cleanups:**

- Review these safety tips each time before beginning work.
- Always park legally at a safe place when at the work area.
- Review the area for hazards before beginning.
- Do not touch possible hazardous materials. If possible, take pictures of them and send them to the program administrator.
- Wear safety vests and bright colored clothing.
- Dress appropriately for weather conditions. Long pants are highly recommended at all times.
- Always face oncoming traffic while working, if possible.
- Designate a lookout person with large groups.
- Wear protective gloves, sturdy boots or shoes.
- Hats and sunscreen are recommended.
- Do not walk on the roadway.
- Never work in a median or center of the road.
- Avoid over exertion or working in extreme heat.
- Have a first aid kit available.
- Have water or other refreshment available for all participants.
- Never consume alcoholic beverages before or during the work period.
- Have transportation to medical services available.
- Do not enter or reach into drainage facilities.
- Do not touch poisonous or thorny plants.
- Never work along the road in the dark or low light conditions.
- Do not work in the rain or fog.
- Do not work when roads are wet or icy.
- Do not listen to headphones while working.
- Do not work on high traffic volume days such as holidays or the day before holiday weekends.
- Be sure of your footing on slopes, uneven ground, and unstable conditions such as rocks or loose soil.
- The most important tip is to use good judgment and stay alert.