



## Adopt a Street Program Guidelines:

- Any family, community group, organization, academic institution, church or business may request to participate in the Adopt a Street program.
  - Groups must agree to adopt a minimum of one street for a period of two years, and commit to at least four cleanups per year.
  - Groups may select from any street in West Des Moines that is eligible for adoption.
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- To adopt a Street, groups must complete an online [Adoption Agreement](#).
  - West Des Moines Public Services Department will review the adoption request and send an email confirming the adoption if it is approved. Confirmation must be received prior to the scheduled cleanup.
  - [Safety Guidelines](#) (listed below) must be reviewed before each cleanup and each participant must sign the [Liability Release Form](#). Complete and return to group leader.
  - Participants under the age of 18 must have adult supervision at all cleanup activities.
  - Groups are encouraged to recycle as much as possible.
  - Groups must report results after each cleanup via the online [Cleanup Results Form](#) in order to document your commitment and to have the trash collected.
  - A personalized sign recognizing the group will be placed on site after the initial cleanup has been reported. Signs are placed and maintained by West Des Moines Public Services crews. Please allow 6-8 weeks for the sign to be placed.
  - In the unlikely event groups do not fulfill their commitment (i.e., caring for their area, reporting cleanups) the sign will be removed and the adoption agreement will become null and void.
  - Participating groups are encouraged to take before and after photos of their area and also group photos. When emailed to the West Des Moines Public Services Department, they may be used to promote the Adopt a Street program.



## Adopt a Street Safety Guidelines:

The Safety Guidelines are intended to keep all participants in the Adopt a Street program safe. They cannot, however, cover all situations that volunteers may encounter and it is the responsibility of all participants, especially group leaders, to use their best judgment to maintain the safety of everyone involved at all times.



- Dress appropriately for the weather. Closed toed shoes, long pants and sturdy gloves are recommended. Hats, sunscreen and insect repellent are also recommended.

- When working near a roadway, wear a safety vest and/or bright colored clothing to be seen easily by motorists.
- Work only during daylight hours and only in favorable weather.
- Have plenty of water on hand.
- Take breaks and avoid overexertion, especially in hot weather.
- Avoid working alone. Work in groups and use the buddy system.
- Have a first aid kit at the cleanup site.
- Be aware of personal surroundings at all times. Stay alert to the dangers posed by changing weather, wildlife, passing cars, **poisonous plants** (pay special attention to poison ivy and wild parsnip in no-mow areas) or any other hazards that might be encountered at your site.
- Do NOT pick up litter from road surfaces.
- Do NOT pick up hazardous materials (hypodermic needles, chemicals, dead animals, etc.) or unknown materials that may be hazardous. Call West Des Moines Public Services Department at 515-222-3480.
- Do NOT participate in litter cleanups while under the influence of alcohol or drugs.
- Do NOT attempt to cleanup in any area that may pose a personal risk to volunteers such as dangerous overhangs, hard to reach area, etc.
- Do NOT walk on or beside railroad tracks or leave trash bags on or near railroad tracks.