

ADOPT-A-PARK LITTER CONTROL PROGRAM
PROCEDURES

PROGRAM YEAR 2020

1.
 - (a.) Each group shall pick up litter in their respective parks at least once a week, according to the Adopt a Park Agreement.
 - (b.) Each group shall track the dates, hours and number of volunteers for each cleanup and submit this information to the Adopt-a-Park Manager by the 15th of the following month. If not submitted by then, a 1-point deduction will be taken from the inspection score for every 30 days after the 15th a time log is not submitted.
 - (c.) The Adopt-a-Park Manager will send out an end-of-the-month reminder about time logs to all participating organizations. Once the time log has been submitted, you will receive a follow-up email about your score for that month.
 - (d.) Each group is responsible for providing their own litter collection supplies. Litter shall be disposed of using the litter receptacles provided at the park.
 - (e.) Report an overflowing can, illegal dumping, or other litter concern to the correct Park Manager for your area. If your organization are unsure of your correct park manager contact, contact the Adopt-a-Park Manager.
 - (f.) Park Mangers:
Michael Simmons – Waterfront District, all parks between Braddock & King Street Metro Line and the Potomac River (703) 746-4645
Michael.Simmons@alexandriava.gov
Dan Roush – East Side District, all Parks between Braddock & King Street Metro Line and N. Quaker Ln. (703) 746-4655 Daniel.Roush@alexandriava.gov
Chris Watson – West Side District, all parks west of N. Quaker Ln.
(703) 746-4674 Chris.Watson@alexandriava.gov
 - (g.) To report down trees or limbs in the park, contact the City Arborist Office (703)746-5499
 - (h.) For other services use ALEX 311: 703.746.4311
<https://alex311.alexandriava.gov/customer/servicetypes>
 - (i.) No plantings are allowed in the adopted parks unless your organization gets approval by the city
2. Each park is inspected by a City official, unannounced, once per month on a Monday from April 1st through November 30th for a total of eight inspections. Inspections do not occur on City Holidays. These are typically Memorial Day, Independence Day, Labor Day and Columbus Day.

3. Inspections are based on a **12-point system**.

A score of **12 points** = **Perfect**:

***No Paper
No Cans
No Bottles
No Glass***

The system is broken down into 4 segments, Paper, Cans, Bottles, and Glass. Each section can receive ***up to 3 points***.

<u>Pieces of Litter:</u>	<u>Points Off:</u>
0 to 2:	0
3 to 5:	-1
6 to 8:	-2
9 to 11:	-3

Up to 3 pieces of litter in any category is enough to reduce the score by 1 point. There is a grace area for the first 2 pieces. A generally littered appearance in any of the 4 categories would result in a score of 0.

4. Cash awards are based on available funds. Program funding is provided by the State's Litter Prevention and Recycling Grant, which the City applies each year. The grant amount will vary each year. The grant funds will be divided by the total number of points compiled in the inspection ratings by all participating associations. Each group's point total will be multiplied by that rate to determine the dollar amount for the year.
5. The grant is applied for and received during the 2020 program year according to the following schedule:

FEBRUARY – MAY 2020: Check distribution for work completed in 2019.

APRIL 1st: 2020 Program begins.

JUNE: City Council approves grant application. Application due by June 30th to VADEQ.

SEPTEMBER - NOVEMBER: Grant Awarded to City.

NOVEMBER 30TH: 2020 Program ends.

DECEMBER 2020 - FEBRUARY 2021: City allocation of funds.

FEBRUARY – MAY 2021: Check distribution for work completed in 2020.

6. Monthly scores will be communicated by email. Contact information:

adoptapark@alexandriava.gov

Lucresha Murphy,
Adopt-a-Park Manager
703.746.5489
Lucresha.murphy@alexandriava.gov