



# Keep Douglasville Beautiful 2025 Adopt-A-Road Program

## Program Contractual Obligations & Safety Guidelines

**Thank you for your interest in the Adopt-A-Road Program with Keep Douglasville Beautiful Inc. All volunteers and volunteer groups are subject to the following conditions and should consider making at least a two-year commitment.**

1. Any organization, business, individual, family, city, county, state, or federal agency is welcome to apply for participating in the Keep Douglasville Beautiful Inc. Adopt-A-Road Program.
2. Children Ages 12-17 are welcome to participate in litter pickup but must be supervised by one adult for every three children. Minors' waivers must include the name of the minor and the adult approving participating and signed by the child's parent or legal guardian. Children under 12 are not allowed to participate along roadways.
3. Keep Douglasville Beautiful Inc. will work with the City to provide two signs, one at the beginning of the segment and one at the end, acknowledging the segment of road that has been adopted. As their schedule allows, the City will place the sign within or as close to your project area as possible; sign placement and size, content, location are at the discretion of the City. The participating group may apply for its name to be included on the sign by completing an Agreement initially and at the beginning of each calendar year thereafter. Logos, insignias, slogans, phone numbers, web addresses, or directions are not allowed.
4. Groups can only adopt roads considered safe and appropriate for such activities. State and interstate highways are not eligible for the program.
5. Due to the normal conditions in the right of way, all volunteers are required to wear plain colored pants and shifts and a safety vest. Bare legs and open shoes are not allowed. Baseball caps are acceptable for sun protection. However, no words, slogans, or designs are allowed on any clothing or headwear.
6. An Annual Agreement, Organization Contact Form, Schedule of Cleanups, and Participant Waivers must be completed and submitted by the contact person to Keep Douglasville Beautiful Inc. upon joining the Program and at the beginning of each calendar year. Every individual participant in litter pickups must sign the Participant Waiver provided in the Annual Agreement.  
**\*New: Every individual participant joining subsequent pickups with a group may sign the Adopt-A-Program Report Form, showing agreement to the Keep Douglasville Beautiful Contractual Obligations/Safety Guidelines and Participant Waiver.**
7. An Adopt-A-Road Post Cleanup Form must be completed and submitted to Keep Douglasville Beautiful as soon as possible after pickup completion. If bags are left along the roadway by an Adopt-A-Road group, the group's contact should note the location of the bags in the Post Cleanup Form for pickup.
8. Volunteer groups are expected to pick up their adopted sites at least once per quarter, for a minimum of four times per year. Your group may pickup your section at any time throughout each quarter.
9. Volunteers will wear safety vests at all times during litter pickups along designated roadways. Up to twenty safety vests are eligible to borrow per group, depending upon the number of volunteers that sign the initial Participant Waiver.



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### Keep Douglasville Beautiful Inc. Will Provide:

- Annual Agreement, Safety Guidelines/Contractual Obligations, Schedule of Cleanups, Organization Contact Form, Volunteer/Participant Waiver, Equipment Request Form,
- Waived fee for initial sign installation
- Equipment Rental for group including litter grabbers, safety vests, and trash bags. Up to 20 per group.

**Note:** Adopt-A-Road Agreement and Participant Waiver must be up to date to receive supplies from KDB.

### How to Get Started

Carefully read all the terms and conditions of the Information Packet including the Contractual Obligations/Safety Guidelines and Participant Waiver. Organize your group and get commitments and signatures on the Participant Waiver. Complete the Annual Agreement and submit it through KDB's website.

### How the Program Works

Each volunteer group adopts at least a one mile stretch of road and agrees to remove litter from both sides of the road at least four times a year for a two-year period. Your group may schedule a pickup anytime within the following months:

- At least once from January through March (1<sup>st</sup> quarter)
- At least once from April through June (2<sup>nd</sup> quarter)
- At least once from July through September (3<sup>rd</sup> quarter)
- At least once from October through December (4<sup>th</sup> quarter)

The filled litter bags are tied tightly and either removed by the group or left for the city crews to pick up. Immediately after the pickup, the group leader will submit a Post Cleanup form through KDB's website, indicating the location of the bags. If a new volunteer has joined the group, s/he must sign on the Volunteers for this pickup section of the Report, showing agreement to the Keep Douglasville Beautiful Safety Guidelines/Contractual Obligations and Participant Waiver.

### Agreement/Participant Waiver Conditions

- Agreement/Waiver must be completed annually and whenever a group nominates a new leader/contact person. Group Leader/Contact Person is responsible for informing group volunteers and participants about our agreement, waivers, obligations, and safety guidelines.
- Agreement and Waiver are not transferrable.
- Keep Douglasville Beautiful Inc. or Group Leader may cancel participation any time the Agreement Requirements are not met. Reasons that Keep Douglasville Beautiful might remove a group from participation include:
  - Participant Waivers are not returned annually
  - Quarterly pickups are not performed
  - Pickup Reports are not submitted
  - Discrepancies are noticed between the Agreement, Waivers, and Reports
- Agreements may be temporarily suspended by Keep Douglasville Beautiful Inc. for safety reasons.