



P.O. Box 786, Cartersville, Georgia 30120

770-387-5167

www.bartowga.org/kbb

Our offices are located in the Agricultural Extension Office, 320 Cherokee Avenue Suite #112,
Cartersville, Georgia.

The Mission of Keep Bartow Beautiful is to encourage community environmental activities and behaviors, resulting in a more beautiful Bartow.

Dear Adopt-a-Road sponsor,

Thank you for your interest in the Keep Bartow Beautiful Adopt-a-Road Program. Volunteering your time to pick up carelessly discarded litter saves taxpayers money. In 2009, Keep America Beautiful conducted a study called "Litter in America". This study found that litter costs United States' County agencies and Municipalities more than \$11.5 billion each year. The indirect costs of litter are also considerable. For example, the presence of litter in a community decreases property values by 7 percent. As an Adopt A Road Volunteer - Please understand that this program is not free advertisement for your organization. Nor does it mean that others, such as Keep Bartow Beautiful or community service workers, will pick up your road for you. Be aware that you are making a commitment to assist in the removal of litter at least quarterly through your organized volunteer efforts. Enclosed in this packet of information you will find the following:

- Program Rules
- Safety Rules and Requirements
- Program Agreement Form (fill out both identically, keep one and mail us one TO OUR POST OFFICE BOX ADDRESS ABOVE—please print clearly)
- Planning Your Cleanup form
- Cleanup Status Reports (four copies—one per quarterly cleanup)
- Release Forms—one per quarterly cleanup-have each quarter's cleanup participants sign prior to cleanup and mail it with the quarterly report)

Look over the material carefully. If you wish to participate in our program, please fill out and mail back the Adopt-a-Road Agreement, and please print carefully the road instructions (what road, from Point A—where your mile should start—to Point B—where your mile should end. Signs will be placed designating your mile on either end. The road must be a county or city road within Bartow, NOT on a state route or interstate.

NOTE: WE DO NOT PROVIDE SIGNS OR OVERSEE THIS PROGRAM FOR STATE ROUTES OR INTERSTATES WITHIN BARTOW. The Georgia Department of Transportation oversees the Adopt-a-Highway Program for the State of Georgia. For more information, go to www.dot.ga.gov/DS/Travel/AdoptHwy for more information.

EXAMPLES

(Adopting **Brown Road** from **Green Avenue** to **Bobby's Quikmart.**)

(Adopting **Chapman High Campus** from **South Entrance** to **North Entrance/Buses Only.**)

(Adopting **Moore's Mill Loop** from **Entire Length** to **same.**)

Also, please PRINT CAREFULLY what individual, family, non-profit, neighborhood, or community organization, business, or industry should be placed on the sign. Please be as brief as possible. The sign can hold two lines of text and still be seen by those who pass by.

EXAMPLES

(Dance Fever Studio)

(Tall Pines Garden Club)

(The Johnson Family)

Keep Bartow Beautiful has final approval over both the location and the text, including names, on each sign. Political advertisement or divisive language is not acceptable.

Once the location and text are approved, Keep Bartow Beautiful will have two signs made to mark each end of the mile and placed by either the city public works or county road department with jurisdiction in your requested area.

See our PLANNING YOUR CLEANUP sheet for more information, once your sign is placed, and you/your organization has been accepted into the program. Also, for a list of all the Adopt-a-Roads, quarterly scheduled cleanup days, press releases, and printable copies of these forms, may be found at www.bartowga.org/kbb.

Let us know if, and how, we can be of further assistance. We look forward to working with you to help Keep Bartow Beautiful—and free of litter.

Missy Phillips, Executive Director, Keep Bartow Beautiful phillipsm@bartowga.org 770 387 5167 or
Katie Martin martink@bartowga.org

Planning Your Adopt-a-Road Cleanup

Follow these steps for a successful cleanup

1. **Organize your group to select a cleanup day, time, and initial safety training location. Send out and/or post a flyer or email with information regarding appropriate dress, meeting location, and what items to bring, if necessary. Most one mile cleanups allow for two hours. This helps with time management for your volunteers. Select a rain date, as well.**
2. **For a kickoff cleanup, you might want to plan for a group breakfast before, or a group lunch afterward, or some other way to come together after the cleanup. It can be as simple as coffee and doughnuts or granola bars, or pizza and soft drinks. These simple and often inexpensive “thank you’s” go a long way to getting ongoing support, something some groups find difficult to maintain. Take “before” photos of heavily littered areas.**
3. **Contact Keep Bartow Beautiful about your kickoff, and ask for support. Keep Bartow Beautiful can provide safety training, (required for all large groups and youth groups), safety vests, trash bags, and gloves. Bottled water is included, if available.**
4. **Program Leader—Please make sure to follow social distancing and utilize masks where appropriate. Make sure each volunteer signs the release form. Multiple signatures can go on one form, reflecting that cleanup date. Parents should co-sign for any children under 18. Under 12 participation in roadside cleanups IS NOT RECOMMENDED. All youth 12-18 require close adult supervision along all roadways, especially those that serve as busy conduits of heavy traffic, such as key connector roads.**
5. **Program Leader—make sure each participant receives safety training. Keep Bartow Beautiful oversees initial safety training for the first cleanup, and leaders can read aloud the safety information for the group in subsequent cleanups. Doing so reminds everyone to be cautious.**
6. **Lay out the supplies, and make sure each volunteer puts on a safety vest and gloves. Some volunteers may bring their own gloves, but they may want disposable gloves underneath. Make sure each has a trash bag, and**

plan for access for additional trash bags as volunteers fill their bags along the cleanup route. Break into smaller teams, with leaders, if needed.

7. Plan for a volunteer with either a sign or flashing lights to follow behind your group, to make drivers more aware of their presence. If a pickup truck is used, that driver should have a volunteer passenger that can load bags for the trip to the county landfill or nearby collection site. Supplies such as water and trash bags can be kept in that vehicle, as well as a safety kit. Most pharmacies carry them for \$5 to \$10. Keep them restocked, as needed. Have all necessary emergency contacts on your phone, such as Program Leader or Team Cleanup Leaders. Plan for safety first and foremost. These volunteers also can also take action photos.
8. Volunteers picking up trash are encouraged to tie off and leave full bags along the route, instead of dragging them back to a central location. The safety truck passenger may pick these up, or the team leader may contact Keep Bartow Beautiful to have the bagged trash picked up the following week. Be sure and let KBB know the Adopt-a-Road group AND location, such as the name of the road. We have over 50 programs. 770-387-5167.
9. If you need to report illegal dumping along your roadway, vehicle violations, or illegal signs or other code violations of properties along your road, call KBB. We will route it to the correct department, as part of our Adopt-a-Road reports.
10. TARP YOUR TRASH if you take it to the landfill or area collection center. The 2006 Georgia Comprehensive Litter Prevention and Abatement Act states “No vehicle shall be driven or moved on any public road unless such vehicle is constructed, loaded, or covered to prevent load from dropping, escaping, or shifting in a manner that creates a safety hazard or deposits litter on public or private property. Misdemeanor 40-6-248.1 (a).” Violators are subject to up to a \$1,000 fine, and up to 12 months in prison. Bartow’s litter laws are stricter than the state, with a mandatory fine for the first offense, and each subsequent offense receiving higher fines, up to the maximum allowed. Make sure your group abides by these laws, and report any violators with a tag number, vehicle description, and road location of observed violation.
11. Provide access to bathrooms and/or supplies to clean hands. Thank volunteers, and if possible let them know date of next cleanup.

12.Count your bags and other bulky items, number of volunteers, hours of event for your quarterly report form. Mail this and release form to KBB.