

# PARK CLEANUP CHECKLIST:



VOLUNTEER

- Pick your cleanup location! Contact your local parks and recreation to see if a permit is required.
- Pick a date and time.
- Determine what supplies are needed. Consider two different colors of trash bags to keep the recycling separate from the trash.
- Recruit volunteers. Family, friends, local church groups, scouts, 4-H clubs are a great place to start. Get email addresses so you can send out event reminders and details.
- Publicize your event. Create a Facebook Event or hang up fliers in your neighborhood. Ask for your event to be featured in city newsletters and on the website.
- Plan for waste removal. Depending on the size of your event, you may need to use a truck to transport your trash to the dumpster and recycling center. Or call ahead to your local waste management company to have a bin placed at your site.
- Reach out to local businesses about sponsoring your event. Some companies may donate supplies or snacks for your volunteers. They may be interested in volunteering too!
- Prepare for your cleanup day! Make sure to communicate a clear meeting location, especially if you are in a large park. Know where the restrooms are and confirm any waste removal or sponsorship plans. Send out an event reminder to volunteers!
- Get to work and enjoy your park cleanup!
- Make sure to take lots of photos and tag Keep It Clean Kansas on Facebook and Instagram!