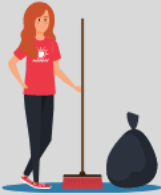


ADOPT A STREET

APPLICATION AND INFORMATION PACKET



STREET TRANSPORTATION DEPARTMENT



Adopt-A-Street

2-year commitment

4 clean-ups per year, one every three months

Both sides of the street in one mile segments

Daytime only, with safety vests or bright clothing



STREET TRANSPORTATION DEPARTMENT

The Adopt A Street program enables community and civic organizations, as well as private businesses and individuals, to actively participate in enhancing the overall appearance of Phoenix streets. Volunteers adopt one-mile segments of a major or collector street and agree to remove trash/debris a minimum of four times per year for at least a two-year period.

Who can adopt a street?

A Phoenix resident, 18 years of age or older, who is willing to accept the responsibilities associated with the program and has the enthusiasm and dedication to make Phoenix a better place to live, can adopt a street. Businesses, community or civic organizations, neighborhood associations, church groups, or individuals can adopt streets in Phoenix. We have a helpful map on our webpage that will show you what streets are available for adoption. phoenix.gov/streets/adopt-a-street-program

What streets can be adopted?

Only major and collector streets are considered and can be adopted in one-mile segments. Prior to completing an application and waiver form, you can contact the Adopt A Street coordinator at: (602-495-7817) or email: adopt.a.street@phoenix.gov or [consult the map](#) to determine which street segments are available. You will need this for the application and waiver form.

What is required of volunteers?

Volunteers commit to remove trash/debris along **both** sides of the adopted street for a minimum two-year period. A minimum of four clean-ups per year are required (at least one every three months on average) for a total of eight cleanups during the two-period. Safety always comes first so we want you to wear brightly colored clothing or a safety vest during the cleanups. Minors under the age of 18 must be accompanied by a parent or a responsible adult.

Once you have completed your cleanup, you'll want to notify the Adopt A Street coordinator of the date and location of the clean-up, and if applicable, the location of the trash bags that need to be picked up.



If the minimum clean-ups are not performed, the Adopt A Street signs will be removed, and that street segment will be made available for others to adopt. We encourage you to monitor conditions on your adopted street and report any problems to the Adopt A Street coordinator.

****NOTE:** The following must be included when communicating a cleanup:

- Contact name
- Street segment cleaned
- Date of cleanup
- Location of bags for pickup, if applicable

When and where can clean-ups occur?

For safety reasons, we only allow clean-ups during daylight hours. A minimum of four clean-ups per year are required (at least one every three months on average). We do not allow cleanups after twilight or in the evenings for your safety.

Each adopting group will clean up along **both** sides of the adopted street. For your safety, we do not allow cleanups on the street or in median islands. Sidewalks and traffic lanes are to be kept open and unobstructed at all times.

What happens to the trash after we collect it?



We ask you to collect trash and debris. Whenever possible, we encourage you to separate recyclable items for drop-off at recycling centers. If applicable, contained trash will be picked up by city staff. Place the contained bags and any larger items in piles behind the sidewalk (or at the back of the curb if no sidewalk exists) and notify the Adopt A Street coordinator to schedule pick-up. Be sure to specify the location of the bags and approximate number. If you can safely place the bags in one central location, that is preferred for ease of collection.

For the initial clean-up, we ask you to leave the bags out for pick-up so we can verify that the service was performed. Thereafter, if you can dispose of the bags yourselves, that is even better.

What does the city provide?

The city will provide trash bags and they can be picked up at the following address:

Phoenix City Hall
Street Transportation Department
200 W. Washington St, 5th Floor
Phoenix, AZ 85003-1611
Monday - Friday, 8:00 AM – 4:45 PM

Please contact the Adopt A Street coordinator at: (602-495-7817), or email: adopt.a.street@phoenix.gov for further information.

After the clean-up, city staff will pick up the contained trash.

How or when do we get an Adopt A Street sign?

In recognition of the trash/debris removal efforts, the city will fabricate and install two signs crediting participants for their commitment to the program and community. One sign will be located at the beginning and end of the adopted street segment. If your clean-up is on a one-way street, both signs will be located at the beginning of oncoming traffic, one on each side of the roadway.



Signs will be installed after the first verified clean-up event has been held and will remain in place for the designated adoption period of two years. For the initial cleanup, volunteers must leave bags out for pick up to verify service was performed. Signs may take an additional 30 to 90 days to be fabricated and installed after your initial cleanup.

What language can be put on the Adopt A Street sign?

These are the following options for the language on the Adopt A Street sign:

- Option 1: The name of the entity, organization (must be a registered business name).
- Option 2: The name of an individual.
- Option 3: The phrase "Friends of ...(name)."
- Option 4: The phrase "Family of ...(name)."
- Option 5: The phrase "In Memory of...(name)."

Only two lines of text are permitted with a maximum of sixteen (16) characters per line. (Spaces are counted as characters)

What is the cost?

There is no cost to join the program. The program is a volunteer program and is on first come, first served basis, pending availability. Specific locations cannot be reserved.

What happens after the two-year commitment?

The agreement is in effect for a period of two years from the date your Adopt A Street application and waiver is approved. At the end of this period, you can renew their adoption status by submitting a renewal application and waiver form. To qualify for renewal, you must have met the minimum cleaning requirements for the previous two-year period. If a new form is not submitted and approved, the signs will be removed, and your adopted street segment will be made available for others.

Three Simple Steps to Get Started

- ➔ **Apply:** Contact the Adopt A Street coordinator at: (602-495-7817) or email: adopt.a.street@phoenix.gov or [consult the map](#) to find street segments near you that are available. You'll want to do this before completing the application and waiver form.

Complete the application and waiver form [on-line](#), or print and scan to email at: adopt.a.street@phoenix.gov or send by mail via USPS to:

**City of Phoenix
Street Transportation Department
Attn: Adopt A Street Program
200 West Washington Street, 5th Floor
Phoenix, Arizona 85003-1611**

- ➔ **Schedule:** Once the application is approved, the coordinator will notify you and you can conduct your first clean-up. Signs will be installed 60 to 90 days after the first clean-up event and will remain in place for the designated adoption period of two years.

- ➔ **Notify:** After each clean-up, you will notify the Adopt A Street coordinator to provide the date and location where the clean-up occurred and the location of trash bags for pick up, if needed (adopt.a.street@phoenix.gov)



Terms & Conditions

This program operates at the city's discretion and may be discontinued at any time. The city reserves the right to alter contents of program and/or modify adoptable segments in the program. It is the sole responsibility of the volunteer participants to obey all terms and conditions of the program and to monitor required number of cleanings to meet the terms of the program. The city may, at its discretion, send out quarterly courtesy cleanup reminders to volunteer participants, but is not obligated to do so. Cleanings are the sole responsibility of the volunteer participants.

By submitting your email address, you are authorizing the city to use this email for the purposes of this program and this program only. By submitting your email address, you are agreeing to receive communication for this program. The city will not mail out applications to potential participants for new and/or renewing applications.

Photos submitted by program participants become the property of the City of Phoenix and may be used to promote the Adopt A Street program. By submitting photos, you also authorize the City to use the photos for social media advertising as it relates to the Adopt A Street program only. The city will not sell, distribute, pay for the use of, or use for any other purpose outside of the original intent of this program. The city reserves the right to blur or redact any derogatory or objectionable items from submitted photos.

ADOPT A STREET APPLICATION & WAIVER INSTRUCTIONS

REQUESTED LOCATION:

Only major and collector streets are considered and can be adopted in one-mile segments. Prior to completing this application, the applicant must communicate with the Adopt A Street coordinator at: (602-495-7817) or email: adopt.a.street@phoenix.gov to determine which street segments are available.

REQUESTED LANGUAGE FOR ADOPT A STREET SIGN:

These are the following options for the language on the Adopt A Street sign:

- Option 1: The name of the entity, organization (must be a registered name).
- Option 2: The name of an individual.
- Option 3: The phrase "Friends of ...(name)."
- Option 4: The phrase "Family of ...(name)."
- Option 5: The phrase "In Memory of...(name)."

Only two lines of text are permitted with a maximum of sixteen (16) characters per line. (Spaces are counted as characters)

TERMS AND CONDITIONS:

Initial each line acknowledging you have read and agree with the terms and conditions. Check marks are not valid initials.

ADDITIONAL INFORMATION:

More information can be found by going to the following web site:
Phoenix.gov/adoptastreet



City of Phoenix Adopt A Street Application & Waiver

New Application_____ Renewal_____

Contact Name: _____

Address: _____

City/State/Zip: _____

Phone: _____ Email_____

REQUESTED LOCATION: (see application instructions)

Street Name: _____

From: _____ To: _____

REQUESTED LANGUAGE for ADOPT A STREET SIGN: (see application instructions)

Line 1: _____ (Maximum 16 characters and spaces)

Line 2: _____ (Same as above)
(If renewal, sign will remain the same)

TERMS and CONDITIONS: Initial each line item (see application instructions)

- _____ Indemnify and hold harmless the City of Phoenix from any claims of damages.
- _____ Participants are required to wear a safety vest and/or brightly colored clothing.
- _____ Minors under the age of 18 must be accompanied by a parent or a responsible adult.
- _____ No work will be permitted in the street or median islands.
- _____ No work will be permitted beyond daylight hours.
- _____ Sidewalks and traffic lanes are to be kept open and unobstructed at all times.
- _____ A minimum of four clean-ups per year (at least one every three months) are required.
- _____ Contact must be made with Adopt A Street coordinator after each clean-up.
- _____ After initial cleanup, bags/trash must be left out for pick up to verify initial cleaning.
- _____ A two-year commitment is required. Agreement does not automatically renew.

I have reviewed this application and understand the Adopt A Street program requirements and agree to the terms and conditions of the program as stated.

Signature _____

Date _____