



STUDENT VOLUNTEER PROGRAM PROCEDURES & GUIDELINES

Thank you for choosing to fulfill your community service hours with Keep Denton Beautiful! Below are our program procedures and guidelines. Please review them, and let us know if you have any questions.

Procedures

1. **Submit intent to volunteer** form at www.KDB.org at least one week prior to class deadline. Be sure to indicate whether you will need supplies (30 gallon trash bags or safety vests) for your clean-up. If so, please make an appointment to pick those up.
2. **Receive confirmation and assignment** from KDB Volunteer Coordinator. You are responsible for following up if you don't receive your assignment. We will not honor unassigned hours.
3. **Clean your assigned location.** Please return to your assigned location as often as required to complete your hours. If you feel that this location is not being re-littered, we will assign an additional location so that you may earn your hours.
4. **Use tape to label all bags** with your NAME and the DATE you dropped them off. All bags will be verified for credit.
5. **Place bags INSIDE the KDB dumpster** (which is located in the KDB parking lot at 1117 Riney Road in Denton). You will be penalized if you leave your bags outside the dumpster.
6. **Report your bags** by submitting the online form. We will record the information on your time sheet in the office. You should also keep track of this for your own records.
7. **To verify your completed hours, make an appointment** to meet with Volunteer Coordinator at least 48 hours prior to your class deadline. Make sure to bring appropriate documentation for the Volunteer Coordinator to sign.
8. **Fill your bags with roadside litter ONLY** – KDB's goal is to help clean and beautify Denton, and you have chosen to volunteer for our litter abatement program. Please make sure that your trash bags have roadside litter only in them. We do open the bags to verify that there is no personal kitchen trash in the bags to take up space. Most people are honest about this, but a few can ruin the program for everyone. Please fill your bags all the way. If you have boxes, break them down first.

Guidelines

- **Free Trash Bags** – KDB provides trash bags free of charge. Call or e-mail if you need bags.
- **Safety vests** – Safety vests are also available upon request.
- **How hours are earned** – 1 hour per bag of litter & 30 minutes drive time for dropping off bags.
ex. Pick up 4 bags of trash, earn 4.5 hours



COMMUNITY SERVICE PROGRAM LITTER FACTS

Community Service Workers' Contribution 2008

In 2008, KDB's Community Service Workers contributed:

- ◆ 1,782 hours cleaning Denton streets,
- ◆ Collecting 1,630 bags of litter, and
- ◆ Cleaning 252.3 miles of roadways.

You DO make a difference!

Help Decrease Litter in Denton

Contain your Trash: Place all bags in your curbside collection cart. Uncontained trash will blow throughout the city.

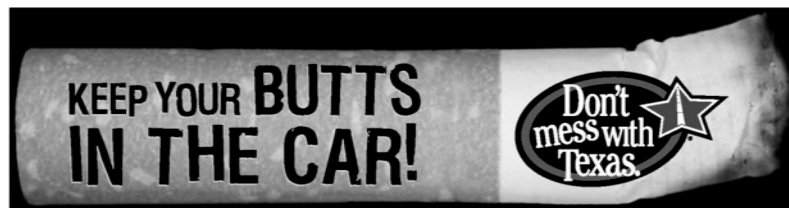
Car Litterbag: Place a litterbag or box in your vehicle. This will prevent trash from spilling out of your vehicle when the doors are opened.

Bubba, keep the truck clear!: Keep the bed of your pick-up truck clean--including work vehicles. Loose, lightweight trash such as cups, paper, lunch sacks, and drink cans blow out of the beds while driving.

Pick it up!: Don't step over litter, but instead pick up 3 pieces of litter wherever you see it. Teach your children to do the same. Denton has nearly 100, 000 residents. Imagine what Denton would look like if each one picked up at least 3 pieces of litter daily.

Use the Ashtray!: Use vehicle ashtrays for cigarette butts. Cigarette butts are the MOST LITTERED item in the United States.

And remember to....





COMMUNITY SERVICE PROGRAM SAFETY INFORMATION

Wear closed toe shoes - sandals will not provide adequate protection against broken glass or other sharp objects.

Wear waterproof shoes if you are working in a drainage ditch.

Wear gloves - this will protect you from cuts, scratches, splinters and contact with objects that may be contaminated.

Use rakes or pickup sticks - This makes collecting litter much easier.

Stay out of the street and watch your step - Watch out for cars, snakes, poison ivy and fire ants.

Shade yourself - Wear a hat, long sleeves, or sunscreen. Wear sunglasses.

Do not pick up dead animals or hypodermic needles. – Call Keep Denton Beautiful if you come across animal carcasses, needles, or any hazardous waste.

Do not lift anything too heavy.

**Thank you for
helping keep Denton
clean and beautiful!**

