

Thank you for your interest in adopting a section of Three Rivers Park District Regional Trail.

### **Application Process:**

Please take time to read the following information, share with group members (if applicable), then sign and return an Adopt-a-Trail Application Form (online fill-in form). Contact the Regional Trail Supervisor with any questions you may have. You will be contacted with confirmation of your sponsorship.

### **Three Rivers Park District agrees to:**

- **Provide sign recognition** for the sponsor on the designated adopted trail.
- **Provide trash bags**, if needed, for litter pickup, and instructions for disposal of litter filled bags.
- **Remove filled trash bags** from the adopted trail after clean-up is complete.
- **Provide information necessary to perform the work** including an online training presentation.



### **The Sponsor Agrees to:**

- **Provide regional trail clean-up.** Clean-up is needed on the trail, including the trail shoulder, ditch and the taller vegetation beyond the trail, up to 25 feet from the center of the trail. No brushing, mowing, earthwork, etc. may be performed without specific authorization from the Regional Trail Supervisor.
- **Adopt approximately two miles of trail.** See attached list for trail segments that are available for adoption. Trail segments are assigned on a first come, first served basis. Sponsorship approvals are at the discretion of the Regional Trail Supervisor.
- **Commit to at least two years of sponsorship.** Agreements are renewable; you will be contacted by Park District staff prior to the expiration of your commitment.
- **Schedule at least two clean-up days/year**, preferably one in the spring (suggested timeframe: April) and one in the fall (suggested timeframe: October). Clean-up is possible on all trails from Apr. 1 to Nov. 14. Clean-up days must be arranged at least one week in advance by contacting the Regional Trail Supervisor.
- **Provide adequate supervision for groups.** Groups work independently, under the supervision of group leaders. Sponsors must ensure that there is one adult supervisor present for every 10 juveniles (under 16). Parent Permission for Minors: Groups are responsible for obtaining parent permission of minors under age 18. Individual volunteers must have a Permission Form on file.
- **Review Safety Considerations** and share information with group members. (Adopt-a-Trail Training Presentation provided online.)
- **(Optional) Provide additional trail clean-up** after a significant wind and/or rain event when leaves and branches litter the trails.

### **Procedures:**

- Notify Regional Trail Supervisor of clean-up day.
- Contact the Regional Trail Supervisor after you have completed your work for garbage bag pick up.
- Record your group's contribution on the Adopt-a-Trail Reporting Form (online fill-in form). Please record the date, number of people, and hours contributed by your group. Reporting hours using VicNet, an online volunteer service reporting tool is also possible. Contact the volunteer office for details.

### **Safety Considerations:**

- Sponsors/sponsor groups are responsible for reviewing the safety information provided here and in the Adopt-a-Trail Training Presentation and knowing the information.
- Sponsors/sponsor group members should use caution when picking up debris since items may be sharp or heavy and could cause an injury if not handled properly, using gloves or safe lifting techniques.
- In the event any suspicious looking material or unmarked containers are found, please avoid contact, note the location and call the Regional Trail Supervisor.
- Watch for fast moving bike and in-line skate traffic, especially near blind curves.
- At no time should equipment, debris collected, or volunteers block the trail, creating an unsafe situation for trail users.
- Sponsors may not drive any motorized vehicles on trails or in any area other than designated park roads and parking lots.
- Be aware that poison ivy (<http://www.dnr.state.mn.us/snapshots/plants/poisonivy.html>), ticks (<http://www.dnr.state.mn.us/insects/deerticks/index.html>), mosquitoes, hornets, etc. may be found along the trail in some areas.
- Carry a cell phone for emergencies, if possible.

**List of Suggested Equipment/Clothing:**

- Dress for the weather. Recommended items to bring/wear:
  - Work or garden gloves
  - Collecting containers (5-gallon buckets or small garbage bags work well) for gathering trash to be put into larger bags.
  - Comfortable, sturdy shoes suitable for walking (no sandals)
  - Long pants and shirt with long sleeves (shorts and t-shirt are suitable on most trails)
  - Bug spray, sunscreen
  - Drinking water, snacks
  - High visibility safety vests

**Links:**

- Instructions, forms, training: <https://www.threeriversparks.org/page/volunteer-resource-center>

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