



“ADOPT-A-PARK” PROGRAM APPLICATION

Completed applications must be submitted to the Parks and Recreation Volunteer Program Manager at: 2121 N. Culpeper St., Arlington, VA, 22204, fax 703-228-4877 or via email: dprvolunteer@arlingtonva.us.

Name of Group/Individual: _____
(Please print)

Project Leader: _____ Date of Birth: _____

Address: _____

Telephone: (Home) _____ (Mobile) _____
(Work) _____ E-mail _____

Please check what type of work area you wish to adopt and list the location:

- | | | | |
|--|--------------------------------|---|-----------------|
| <input type="checkbox"/> Playground | <input type="checkbox"/> Field | <input type="checkbox"/> Stream | Location: _____ |
| <input type="checkbox"/> Park | <input type="checkbox"/> Trail | <input type="checkbox"/> Community Center | |
| <input type="checkbox"/> Street Island | <input type="checkbox"/> Court | <input type="checkbox"/> Planting Bed | |
| <input type="checkbox"/> Tree | <input type="checkbox"/> Spot | | |

Proposed Start Date: ____ / ____ / ____ Proposed Ending Date: ____ / ____ / ____

Frequency of service days (i.e. Weekly, Monthly, Quarterly): _____ Approx. Number of Participants: _____

Which of the following best describes your group?

- | | | | |
|-------------------------------------|--------------------------------------|---|--|
| <input type="checkbox"/> Individual | <input type="checkbox"/> Sports team | <input type="checkbox"/> Service organization | <input type="checkbox"/> Community group scout troop |
| <input type="checkbox"/> Business | <input type="checkbox"/> Church | <input type="checkbox"/> School youth group | <input type="checkbox"/> Other (please specify) |

Please describe the proposed project:

This must be detailed regard the extent of maintenance activities that are expected. This proposal must be agreed upon by the Volunteer Project Leader and the DPR Project Coordinator during the on-site meeting.

By signing this Program Application, I agree and acknowledge that work will be performed in accordance with the Conditions and Agreements below. As a representative of the group referenced above, I have read and agree to abide by the policies, guidelines and safety recommendations set forth by DPR regarding the Adopt-A-Park Program. I understand this is agreement is not complete until I have met with a DPR Project Coordinator to finalize and sign this Program Application and the Conditions and Agreements. I understand that DPR will decide the scope of work and feasibility of the adoption/project. I understand that as a Project Leader I am subject to a criminal background check.

I acknowledge that there are inherent risks involved in this activity, including, but not limited to, damage to my personal property and the property of my group, and risk of serious injury, or even death, to me or the members of my group. I recognize and agree that participation in the Adopt-A-Park Program is at my risk and the risk of individual participants in my group, and that Arlington County cannot assume responsibility for injuries or property damage.

In consideration of me being granted permission to participate in the Adopt-A-Park Program, I agree to hold harmless and indemnify the Board of Arlington County and all of its officers, agents and employees from any and all claims, losses, damages, injuries, fines, penalties and costs (including court costs and attorney's fees), charges, or liabilities arising from my participation in the Adopt-A-Park Program. I am eighteen (18) years of age or older. I have read this Program Application and agree to its terms.

Signature: _____ Date: _____



“ADOPT-A-PARK” PROGRAM CONDITIONS & AGREEMENTS

This page will be reviewed and completed during the on-site meeting.

This arrangement between the Arlington County Department of Parks and Recreation, hereinafter referred to as “DPR” and _____, hereinafter referred to as the “Adopter,” entitles the Adopter to accept and perform volunteer service functions at _____ (insert address) for these Areas and/or facilities listed: _____.

The following conditions shall apply:

- All safety tips are followed
- Parent or legal guardian of any person less than 18 years of age must grant written permission for the child to participate in the Adopt-A-Park Program. Individuals or groups with members under 18 years of age must be supervised by adults (persons 18 years or older).
- All members of the adopting group must register as Arlington County volunteers before they may participate in this program. Registration occurs when the sponsoring group submits a completed *Special Events and Group Volunteer Registration Form* prior to each service day.
- Work may only be performed in the designated area.
- All chemical applications, including lime, fertilizers, etc. must be applied by a certified, licensed applicator, approved by DPR.
- No additions or changes to any County property may be made by the Adopter without a written request and written approval by DPR. All requests should be sent to the staff project coordinator.
- Any property that is damaged must be returned to its original condition.
- Litterbags are to be placed next to trash receptacles or at designated locations. Litterbags will be removed by DPR.
- Project leaders are responsible for: submitting all work projects to the DPR staff coordinator for approval; ordering materials, scheduling volunteer service days, returning unused materials, supplies and tools, and submitting completed Adopt-A-Park Program reports.
- The relationship between DPR and the Adopter and his or her group may be terminated by either party without cause, so long as thirty (30) days prior notice is given by the terminating party to the other party.
- A sign may be installed by DPR if criteria are met and at least one service day has been completed by the Adopt-A-Park Program participating group, entity or person, in the sole discretion of DPR.

Request for Sign: No, not desired or criteria not met Yes, state group name to be listed: _____

Materials/Supplies Provided by DPR:

Materials/Supplies Provided by Adopter:

Training Requirements: None Yes, details: _____

FOR DPR OFFICE USE ONLY | Date Application received: _____ Date of On-Site Meeting: _____

DPR Staff Coordinator: _____ Date: _____

Volunteer Program Manager: _____ Date: _____