



**EL PASO COUNTY PARKS
COMMUNITY SERVICES DEPARTMENT
ADOPT-A-PARK/TRAIL PROGRAM DESCRIPTION**

1. PURPOSE

To provide opportunities for organized groups to make specific volunteer contributions in time and talent for the purpose of enriching their County Regional Parks and Trails.

2. GOALS OF THE PROGRAM

- Provide fun and skill-building volunteer opportunities that contribute to the beautification of El Paso County's regional parks and trails.
- Increase awareness of County parks and trails.
- Encourage and recognize volunteer contributions and efforts.

3. GUIDELINES FOR PARTICIPATION

- The program is available to any organized group located in El Paso County.
- **Volunteers shall clean-up their adopted area a minimum of twice per year – Spring & Fall.**
- Volunteers are encouraged to visit their adopted area at least once per month for the period April-October each year and thereafter as weather permits.
- Volunteers shall provide services for a minimum period of one year.
- An adult must supervise groups with members under the age of 18.

4. DUTIES AND RESPONSIBILITIES

The volunteer group shall agree to provide the following level of services:

- Trash/Litter – General cleanup and removal of litter within the defined area of responsibility. The volunteer group shall provide bags and assure trash is deposited in appropriate receptacles (if available) or taken off-site for proper disposal.
- Inspection for Maintenance or Safety Concerns – Volunteer groups shall complete and return an inspection checklist documenting the date, number of volunteers, and hours worked for each visit. The inspection checklist is an important tool to evaluate facilities and document volunteer contributions to the El Paso County park system.
- Groups shall provide Volunteer Waivers for all volunteers throughout the term of the adoption.
- Volunteer groups shall provide their own transportation and tools as necessary to accomplish the requirements of the program.
- Volunteer groups shall agree to abide by County park regulations.
- A designated Group Leader will be required for each organization to serve as the liaison with the El Paso County Parks Community Outreach Coordinator. The Group Leader will be responsible for signing the Agreement, scheduling work dates, and ensuring compliance with the Agreement.

- Volunteers may request a specific park or area for adoption. However, adoption areas are subject to availability and may be closed for safety reasons.
- Volunteer groups are encouraged to identify and coordinate special projects within their adopted area with El Paso County Parks. Such activities are optional on the part of the Adopt-A-Trail / Park Group. Special projects include such activities as conducting user surveys, mapping, pulling noxious weeds, planting flowers, building benches and repairing trails.
- The Volunteer group may donate funds or conduct fund-raisers for materials to be designated for projects within the adopted area. Materials have included trees, wildflower seed, benches, bike racks, horse hitches, playground equipment, interpretive displays, videos and books.
- Benefits to the Adoptive Group in exchange for meeting the minimum responsibilities as outlined above, each adoptive group will receive:
 1. Recognition on the County Parks website:
www.elpasocountyparks.com
 2. One sign posted at the adopted area acknowledging the adoption.
 3. **One free pavilion rental each calendar year.**

5. COUNTY PARK RESPONSIBILITIES

El Paso County Parks agrees to provide the following:

- A designated County Parks liaison to communicate with the assigned volunteer group leader regarding the performance of their regular duties and special work days.
- Staff coordination and assistance as needed in the accomplishment of optional special projects.
- Sign(s) at the adopted site for identification and recognition of the volunteer group. Signs will be ordered once the group has served with the program for six months.
- Removal of any excess trash collected by the group if trash receptacles are filled or not available on site. The group leader must contact the Community Outreach Coordinator or Park Maintenance Supervisor following clean-up and to notify of retrieval site.