

SPRING LITTER CAMPAIGN APPLICATION FORM

INTRODUCTION:

May is spring clean-up month in the Yukon. Non-profit groups can earn money by participating in the Highways and Public Works highway cleanup program (Spring Litter Campaign). Donations of \$250.00 will be made to organizations that participate.

INSTRUCTIONS & CONDITIONS:

1. This program is available to any non-profit organization based in the Yukon. Only one application will be accepted from each organization.
 - a. An organization is defined as a group of individuals in an association, fraternity, club or other larger group. The group must be registered as a Non-Profit organization with Corporate Affairs (667-5314) and must list the name of one individual from the group on the application form. Sports teams, arts groups, schools, church groups, service clubs and community associations would all be considered qualifying organizations.
 - b. The requirements of a group are: one adult supervisor with a vehicle and a minimum of five volunteers.
2. Application forms will be accepted starting 8:30 A.M. on the first business day in April at the Transportation Maintenance Branch - by fax to 867-667-3648, by email to SpringLitter@gov.yk.ca, or dropped off at Building # 275, 9029 Quartz Road in Whitehorse.

DEADLINE FOR SUBMITTING APPLICATIONS WILL BE 4:00 PM ON APRIL 30

3. A list of areas that require cleaning is provided in a separate document. Please use this list to assist in identifying your preferred sections. The areas are listed by Yukon communities.
4. Several areas will be cleaned on the first and the fourth week of May. Ensure your group is able to meet this requirement before choosing one of these sections.
5. Organizations will receive a confirmation letter stating the assigned area and proposed dates for the work.
6. All groups are required to identify a group supervisor. The group supervisor will be responsible for the following:
 - a. Making arrangements for, and picking up the safety apparel, needle safety sheet, signs, and garbage bags at the community Grader Station,
 - b. Ensuring that signs are in place prior to beginning work, that all participants wear their safety apparel, and that work is being carried out in a safe manner,
 - c. Ensuring the supervisor's vehicle is parked in a safe location and is available at all times during the work period,
 - d. Ensuring the assigned area has been completely cleaned,
 - e. Ensuring that all garbage is taken to a municipal dump or appropriate disposal site,
 - f. Submitting the completed invoice, and returning the safety apparel and signs to the community Grader Station upon completion of the work,
 - g. Signing the invoice provided by the Transportation Maintenance Project Inspector.
7. It is the responsibility of the group supervisor to ensure the correct section is cleaned. Failure to clean the proper assigned section may result in non-payment if alternate arrangements cannot be made.
8. Where areas have not been cleaned properly, the organization will be contacted and asked to rectify the problem. Donations will be withheld if work is not performed to the satisfaction of the Transportation Maintenance Project Inspector.

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APPLICANT:

Name of Registered Organization or Group: (Group must be registered as a non-profit organization with Yukon Department of Community Services, Corporate Affairs Branch)		
Mailing Address: (Address where notifications and correspondence should be sent)	Community:	Postal Code:
Group Supervisor:		
Contact Phone Number:	Fax Number:	
Email Address:		
Do you prefer written correspondence by email or by mail? Email or Mail (Circle one)		

PREFERENCES: (See attached Clean-up Sections listing)

Preference:	Section #:	Week Preference:	Special Conditions: (i.e. Young children)
1			
2			

If additional sections are available, is your group willing to do an extra section? Yes or No

Note: Transportation Maintenance will attempt to schedule the Spring Litter program and assign areas with consideration to the preferences identified here, however operational constraints will take precedence and applications will be given priority on a first come/first serve basis.

DECLARATION:

I, _____, (Group Supervisor) have read the attached instructions and conditions
(print name) and agree to perform the work outlined.

By signing this application, our organization agrees to indemnify and save harmless the Government of Yukon from and against all claims, demands, loss, costs, damages, action suits or other proceedings resulting from activities carried out under this agreement. In recognition of this service, Transportation Maintenance will provide a \$250.00 donation to the named organization for each section cleaned.

Signed: _____ Date: _____

For Highway and Public Works Use Only:	
Date Received:	Section Assigned:
Invoice Received:	Invoice to Accounting: