

# MWMO Good Neighbor Community Cleanup

## Planning Checklist:

- ☐ **Select the area for your cleanup.** This can be your own block, a number of streets in your neighborhood, or an area like a park, school or community center.
- ☐ **Make a plan for trash.** You could contact your city and/or local trash service to find out where you can bring your collected trash (ask MWMO for contacts), utilize a local park or ask that volunteers take a bag home.
- ☐ **Choose a date and time length** for the cleanup. Select a back-up date in case you have to reschedule due to weather conditions.
- ☐ **Choose a location for volunteers to meet** on the day of the cleanup such as a park or someone's yard.
- ☐ **Publicize the cleanup** using the posters provided and register people using the contact list. You could also utilize Nextdoor or Facebook to share information on how to get involved. Make sure to get phone numbers and/or email addresses for volunteers.

## One Week Before Event:

- ☐ **Email volunteers** to remind them of the date, time and place of the cleanup. Share the safety tips provided, clothing suggestions and the weather contingency plan.
- ☐ **Gather required equipment** from MWMO: rakes, brooms, gloves, trash grabbers, garbage bags, dust pans, hanging scales and safety vests. Encourage volunteers to bring their own equipment, if available.
- ☐ **Weather Contingency Plan:** Call or email volunteers the night before or the morning of the event if it is postponed or cancelled. If so, send a person to the meeting site in case some volunteers show up, unaware of the change.

## NOTES:

