



City of Jefferson Adopt-A-Block Program Guidelines



Program Overview

The City of Jefferson's Adopt-A-Block program involves volunteers across the city working together to clean up and beautify Downtown of Jefferson City by adopting blocks of the Downtown District in Jefferson City. Currently, more than 13 groups and 130 volunteers participate in the Adopt-A-Street and Adopt-A-Spot Programs and are focused on making roadsides cleaner and more attractive for our residents and visitors. Almost 10 miles of roadway has been adopted.

Adopters have the option(s) of performing the following activities: litter pick-up along street and in tree wells, planting, pruning, weed eating, or other activities as approved by the city.

Adopter groups include commercial and private enterprises, civic and non-profit organizations, families and individuals.

Adopters must:

- Adopt at least one block of City street right-of-way and perform the activities described in the Adopt-A-Block work plan;
- Perform approved activities at least four times a year;
- Submit an activity report within five (5) business days of completing the activity;
- Ensure all participants follow all safety procedures and watch the safety video provided at <http://www.modot.mo.gov/services/community/adoptahighway.htm>;
- Provide their own bags, gloves, and reflective attire;
- Sign a three-year agreement.

City will:

- Remove and dispose of filled trash bags from the adopted section upon notification of completed pick-ups;
- Some areas may have different requirements than others; the city will have final approval over all blocks to be adopted and their respective plans.
- Adopters will be recognized as Block Sponsors on signs managed by Downtown Jefferson City.

How to Participate in the Adopt-A-Block Program

Submit a completed application by mail or email to:

City of Jefferson, Department of Planning & Protective Services
ATTN: Lauren Henry, Neighborhood Services Specialist
320 E. McCarty Street, Jefferson City, MO 65101
lahenry@jeffcitymo.org

For any questions, please contact Lauren Henry at 573.634.6410.

Individuals should contact the ADA Coordinator at (573) 634-6570 to request accommodations or alternative formats as required under the Americans with Disabilities Act. Please allow three business days to process the request.



City of Jefferson Adopt-A-Block Application



Group Information:

Name of Organization: _____

Type of Organization: Civic Group Commercial/Private Enterprise School Nonprofit Individuals
Other (please specify): _____

Estimated Number of Participants: _____ Under 13 years of age: _____

Contact Person:

Name & Title: _____

Address: _____

City/State/Zip: _____

Email: _____ Phone: _____

By signing this application, the adopter certifies to have read and understand the Program Guidelines, understands the commitment to Adopt for no less than 3 years and perform litter pick-ups at least 4 times per year.

Signature of Adopter

Date

Submit completed applications to Lauren Henry, Neighborhood Services Specialist by email: lahenry@jeffcitymo.org or by mail: City of Jefferson, Department of Planning & Protective Services, ATTN: Lauren Henry, 320 E. McCarty Street, Jefferson City, MO 65101

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Adopt-A-Block Work Plan



Block to be adopted: Please indicate North or South side of desired block. For blocks that include a “pass through” or “stroll way”, the stroll ways will be included in your adopted area.

All adopters in the Adopt-A-Block program will perform the following activities:

At least quarterly, the group will engage in planting and pruning the tree wells, litter pick up (including picking up cigarette butts), the group will police the area around the trash receptacles themselves, and other activities as approved by the City that will help make our community more beautiful and create a stronger sense of community responsibility for the streets of our community. The adopter will also take note of any safety hazards, damaged benches, signs or sidewalk and report the same to the City.

Signature of Adopter

Date

City Use Only:			
Public Works Review		Planning & Protective Services Review	
Approved	Denied	Approved	Denied
_____ Signature	_____ Date	_____ Signature	_____ Date
If denied, City staff will make every effort to work with the adopter to create a work plan that is agreeable and reasonable to both parties.			