

How to conduct a neighborhood cleanup

**Before the cleanup**

* Invite your team! Share information with neighbors, friends, family, etc. Two weeks’ notice is best.
* Make sure everyone knows where to meet, time, and appropriate clothing to wear for your cleanup activity. Encourage people to bring their own garden gloves and water bottle to reduce waste.
* Call 311 to request a Helping Hands toolkit if you need rakes and other tools.

**Day of cleanup**

* Have supplies ready: *Trash bags, gloves, rakes, water, camera.*
* If necessary prepare waivers for volunteers to sign before everyone begins.
* Take pictures of the site before you start to compare results!
* Welcome volunteers and provide appropriate instructions for them to follow. Be clear about the boundaries of the area you are cleaning, and where to return the trash.
* **Go over safety protocol. Do not remove any sharp items without proper HAZMAT containers. Do not remove any homeless encampments or weapons. Do not remove anything you are uncomfortable with. Report these materials to 311.**
* Distribute supplies.
* Separate trash and recycling by different bag colors.

**After cleanup**

* Take pictures when everyone is done.
* Tally how much you picked up and how many volunteers participated. Report your results to the Mayor’s Office of the Clean City. (Adopt a Block groups should use the app! Visit <http://bit.ly/adoptyourcitydc> ) Share the results on social media with the tag #TrashFreeDC.
* Thank all the volunteers and invite them to next cleanup!