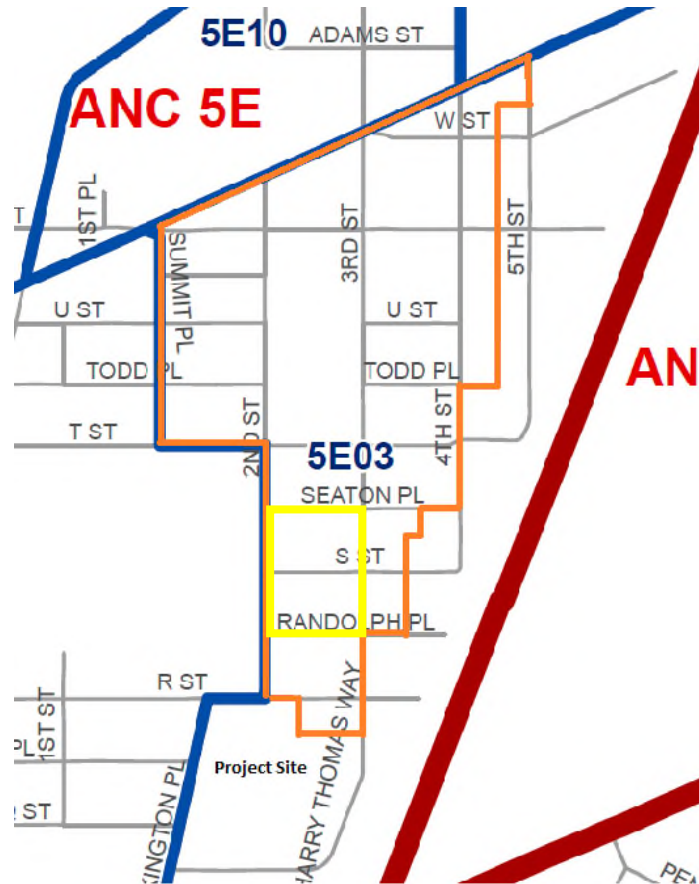


## Adopt-A-Block Program – Public Benefit

Applicant commits to the Clean & Green DC: Adopt-A-Block Program for 2 city blocks for 3 terms (which equates to a total of 6 years). The selected blocks for the Adopt-A-Block Program will be located within Advisory Neighborhood Commission 5E's Single Member District 03, at the ANC's request. Per the Adopt-A-Block Program requirements, only residential and commercially zoned areas are available to be integrated into the Program. Therefore, the Applicant will "adopt" the 2 block areas defined by the north side of Seaton Place, NE at the north, the east side of 3<sup>rd</sup> Street NE at the east, the south side of Randolph Street, NE at the south, and the west side of 2<sup>nd</sup> Street, NE on the west. The "adopted" area is shown in yellow outline below.



### Program Summary & Requirements

- Adopt a minimum of two square blocks of a residential or commercial area
- Includes alleys within the blocks and both sides of the streets in the adopted area
- Agrees to conduct a quarterly, clean-up day and weekly litter pick up in the adopted area for a 2-year period
- Report and request required services to 311
- Must involve the community

See the attached D.C. Adopt-A-Block Program guide for more information.

*Working  
towards a clean  
and green  
Washington,  
DC*

## OFFICE OF THE CLEAN CITY

Executive Office of the Mayor  
Office of the City Administrator  
1350 Pennsylvania Avenue,  
Northwest, Suite 316  
Washington, DC 20004

Phone: 202-724-8967  
Fax: 202-727-5445  
CleanCity@dc.gov  
www.CleanCity.dc.gov



## IS THERE AN AREA IN YOUR NEIGHBORHOOD THAT YOU WOULD LIKE TO HELP KEEP CLEAN?

Why not "Adopt-A-Block" that could use some tender loving care (TLC)? Clean City's Adopt-A-Block Program helps beautify our neighborhoods and allows citizens like you and your families to take an active role in cleaning and greening the District. As a part of the Clean City Initiative, Adopt-A-Block offers a hands-on project for people and organizations. The program allows participants to

**Success begins  
with  
one citizen and  
one community  
deciding to  
make a  
difference.**

make a noticeable contribution to their communities.

At a Citizen Summit, over 3,000 District residents focused on the importance of clean communities.

Citizens said that the government must do its part to keep the city clean, but recognized that government can't do everything. Teamwork between government and citizens is key. Only by involving all residents and each community can we create a city as beautiful as we know the District can be. Success begins with one citizen and one community deciding to make a difference.



### TO BE A PART OF THE CLEAN&GREENDC: ADOPT-A-BLOCK PROGRAM, A GROUP:

- Adopts a *minimum* of 2 square blocks of a residential or commercial area.
- Agrees to conduct a quarterly, clean-up day and weekly litter pickup in the adopted area.
- Maintains this agreement for 2 years.

## PROGRAM BENEFITS

When your group gets involved and adopts a block, we all enjoy these benefits:

- Improved quality of life in your neighborhood. The appearance of our community contributes to the quality of life we all share.
- Signs with your group's name letting people know you are committed to making a difference.
- Pleasant reminders of the importance of litter control and prevention.
- Litter-free, more attractive communities that help discourage unwanted and illegal activity.
- An area watched and cared for by concerned citizens like you.
- Increased economic development. An attractive, clean community is a great asset in attracting new businesses, jobs, and customers.



**WHAT YOU DO ADDS TO GOVERNMENT PROGRAMS AND BUILDS COMMUNITY PRIDE IN THE DISTRICT OF COLUMBIA.** To complement your efforts, the Office of the Clean City (OCC) and the Government of the District of Columbia:

- Provide educational material that supports your clean&green activities.
- Create OCC tip sheets with helpful hints on cleaning and greening.
- Place your scheduled cleanup on the Citywide Calendar and on the OCC website.
- Post signs to recognize the group "cleaning and greening" the neighborhood.
- Provide loaner tools and trash bags through the DPW Helping Hand Program (202-645-7190.)
- Provide the following city services accessed through the Citywide Call Center (202-727-1000 or [www.src.dc.gov](http://www.src.dc.gov)):



Abandoned Auto	Grass & Weed Mowing	Sanitation Enforcement	Street Sign Repair
Autumn Leaf Collection	Illegal Dumping	Sidewalk Repair	Supercan Repairs
Bulk Trash Collection	Litter Cans (Service)	Street/Alley Cleaning	Trash Collection
Dead Animal Removal	Rat Abatement	Street/Alley Light Repair	Tree Related
Graffiti Removal	Recycling Services	Street/Alley Repair	Yard Waste

### TIPS FOR KEEPING YOUR ADOPTED AREA "CLEAN AND GREEN":

- ☑ Encourage residents and businesses to participate in clean&green efforts.
- ☑ Distribute clean&greenDC tip sheets to all residents and businesses prior to each cleanup.
- ☑ Schedule the pickup or removal of bagged waste collected at the clean&green event. Request support through DPW's Helping Hand Program at 202-645-7190.
- ☑ Clean trash, debris, and litter from the tree box spaces, sidewalks, and the area 18 inches from the curb into the street. *Please do not sweep anything into the storm drain (sewer).* Report clogged storm drains to DC WASA at 202-612-3400, or online at [www.dcwasa.com](http://www.dcwasa.com).
- ☑ Remove posters and illegal signs from trees, poles, and posts on public space.
- ☑ Remove weeds, overgrowth, and leaves from the sidewalk, street, and public space.



- ☑ Submit a service request to the Citywide Call Center for items listed on page 2.
- ☑ Water and mulch trees as needed. Contact Casey Trees at (202)833-4010 or friends@caseytrees.org for more information.
- ☑ Choose plant species that match the area's sun, shade, and soil. The best choices need little watering, fertilizer, or pesticides. Native species are often the easiest to maintain.

For additional tips, refer to the OCC clean&greenDC educational material. Electronic versions are available on our website.

**WHEN THE ADOPTED AREA INCLUDES A PARK, WOODED AREA, OR VACANT LOT, THE GROUP WILL BEAUTIFY THIS AREA BY DOING ONE OR ALL OF THE FOLLOWING:**

- Contact the property owner and get their written permission before planting or changing the landscape on their property.
- Remove litter that can **safely** be disposed of. (Please call the Citywide Call Center to request assistance with large piles of refuse or piles that have accumulated over time.)
- Rake and bag leaves and other yard debris.



## The clean&greenDC: Adopt-A-Block Kit



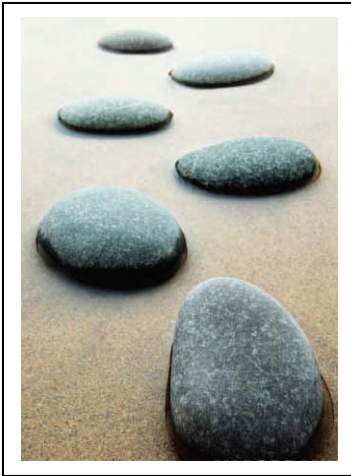
1. clean&greenDC: Adopt-A-Block procedures and policies.
2. A sample Letter of Intent.
3. Adopt-A-Block forms that must be completed and returned to the OCC:
  - Letter of Intent
  - Application
  - Participant Registration Form
5. Clean City clean&greenDC tip sheets in English and Spanish including Clean Neighborhoods, Clean Business Communities, Prevent Graffiti, and *Trash Talk!* and *One Person's Trash...* newsletters.

## Recognition Sign Policy

**The wording on the signs installed for volunteer groups participating in the program will conform to the following rules:**

- Only the full name, or non-controversial abbreviation of the name, of the group or business will be placed on the signs.
- The services provided by a group or business will not be placed on the signs.
- A specific location, address, or phone number of the group or business will not be placed on the signs.
- Political statements or other statements that can be considered controversial are not allowed.

## Program Procedures



**STEP 1:** OCC receives your completed application package.

**STEP 2:** OCC reviews the area the group would like to adopt. The review includes a walk through of the area and an agreement on the boundaries of the location.

**STEP 3:** Group representatives complete and sign the Adopt-A-Block Letter of Intent.

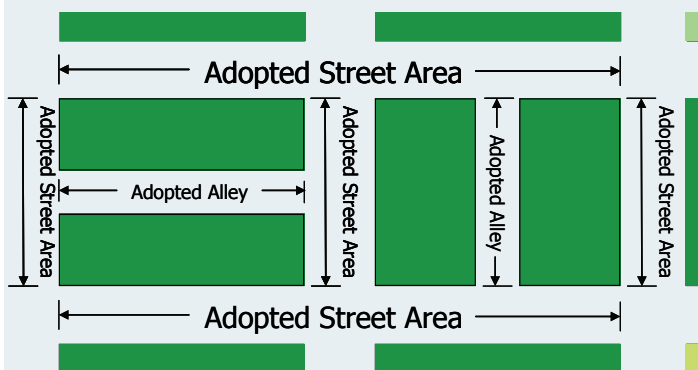
**STEP 4:** OCC orders recognition signs with the group's name and schedules installation. Installation is normally completed within 30 days.

**STEP 5:** Two weeks before each community cleanup, the group notifies the Department of Public Works (DPW) Helping Hand Program at (202)645-7190, to schedule the cleanup. To ensure your event is on the Citywide Calendar, notify the OCC.

**STEP 6:** OCC and/or a DPW SWEEP Inspector will attend the first cleanup, to ensure all procedures are followed and to set the pace for future events.

## Things to Note...

- ◆ Take before and after pictures of the cleanup site. Email the pictures with captions and a short write up about the event to [CleanCity@dc.gov](mailto:CleanCity@dc.gov).
- ◆ Volunteer groups are responsible for providing first-aid kits, gloves, and safety vests at the cleanup site.
- ◆ When the OCC is reviewing applications, preference is given to residents who live within the area proposed for adoption.
- ◆ We will remove the recognition signs if a group terminates the Letter of Intent or defaults on its obligations for six months. That area is then available for adoption by another group.



- ◆ OCC hosts an annual gathering for clean&green event volunteers. At the gathering, we showcase the cleanup results and accomplishments for each group.

- ◆ Annual follow-up meetings are held to review safety measures and compliance with the Adopt-a-Block Agreement.

*Pictured left: Example of an adopted 'block' noted by the dark green areas (2 blocks). The alleys and both sides of all streets are included in the adopted area.*