

ADOPT-A-PARK PROGRAM

Adopt-A-Park's Mission

To protect, maintain, and enhance the City of Palm Beach Gardens neighborhood parks and open spaces through ongoing volunteer support and to inform the residents regarding the importance of parks and open spaces.

Who can adopt a park?

The Adopt-A-Park Program seeks to bring together all groups interested in improving our City's parks and open spaces. Our volunteers would include:

*Neighborhood Associations Youth Groups Senior Citizens
Schools Scouts Church Groups Businesses*

What can be adopted?

Particular areas within parks that may be adopted include:

*Sports Fields Playgrounds Courts/Special Facilities
Fitness Areas Flower Beds Trails
Trees & Shrubs Undeveloped Parkland*

How can volunteers help?

Volunteer groups care for their adopted area in the following way:

*Picking up litter Raking leaves Removing graffiti
Caring for trees Sweeping courts Cleaning pathways
Reporting hazards Pulling weeds*

How do you Adopt-A-Park?

1. Contact the Parks Division Office at 775-8261 and request to adopt a neighborhood park or parkland on City of Palm Beach Gardens property.
2. Sign and return the appropriate Adopt-A-Park Agreement and Adopt-A-Park Volunteer Service Agreement forms. If you have volunteers under the age of 18, you must have the Volunteer Agreement – Minor signed by their parent.
3. The Parks Division will process your forms and contact you.
4. City staff will train you to do the tasks for which you have volunteered.
5. You will also be provided with the tools and supplies necessary to accomplish these tasks.

What are volunteers responsible for?

- Required to maintain their adopted park for at least one (1) year. We encourage volunteers to work at their park at least once a month. Volunteers need to coordinate their schedules with the Parks Division.
- Required to read, understand and abide by the “Safety Guidelines.”
- Abide by all park rules and regulations.
- Notify the Parks Division regarding changes in any Adopt-A-Park volunteer duties.
- Return all supplies upon resignation.
- Must keep a tally of the number of volunteer hours on a monthly basis and report to the Parks Division. Tabulation of this information is vital to the program in the following ways:
 - Justifies the need for additional tools and supplies to City Council.
 - Accounts for total donated time to the City for statistical reports.
 - Confirms growth or decline in volunteer involvement.
 - Assists students who are required to perform community service hours.
 - Assists our office in providing volunteer awards and recognition.

City Support

The program will provide you with the tools and supplies to assist you in your duties. This not only helps you do your job but also helps us keep our parks clean! The following tools and supplies are available to volunteers:

Bags & gloves *Litter sticks* *Gardening tools (rakes, broom, etc.)*
Painting supplies *Safety equipment*

All tools except bags, gloves, and supplies are available on a “check-out basis.” You will be required to complete an “Equipment Check-out Form.” Please remember to return all tools provided to you.

Acknowledgement & Recognition

Adopters receive the following to reinforce a sense of responsibility and civic pride:

- An official Certificate of Adoption.
- An invitation to our Annual Volunteer Recognition Event.
- An adoption sign naming the adopters to be posted at the park site after 60 reported volunteer hours.