



## Creek Week Cleanup Checklist

Follow the steps below to ensure a successful cleanup!

### Beginning August 15th:

- Form a *Creek Crew* (a volunteer cleanup group of your friends, neighbors, schoolmates, coworkers, etc.) and register on [www.fountaincreekweek.com](http://www.fountaincreekweek.com) using the Creek Week Cleanup Map to identify your preferred site
- Read and complete Cleanup Program Forms:
  - **Document 2:** Details and Leader Agreement Form (to be completed by *Crew Leader*)
  - **Document 3:** Risk and Release Form (to be completed by all *Crew* members)
  - **Document 4:** Safety Guidelines (to read and discussed with all *Crew* members)
- If in Colorado Springs, download the **GoCoSprings app** to report suspicious findings, camps, or trash piles for pickup (unless otherwise arranged)



*(Optional...but Very Cool!)*

Download the **CleanSwell app** to report your findings to an international database! (1 person in each Crew should take on this responsibility while the others relay their trash items). More information at [www.fountaincreekweek.com](http://www.fountaincreekweek.com) under Crew Leader Resources: Beyond Trash, Help Us Collect Data!

### Crew Leader Training/Material Pickup Event

- RSVP to [creekweeksoco@gmail.com](mailto:creekweeksoco@gmail.com) to attend **Mandatory Crew Leader Training** and obtain gloves, trash grabbers, bags, and surveys (or send a representative)
  - September 17<sup>th</sup> at 3pm **OR** 5pm
  - September 19<sup>th</sup> at 3pm **OR** 5pm

### Day of your cleanup:

- Crew Leader* should have sunscreen, insect repellent, first aid kit, and water available for their *Creek Crew*. (Not provided by the District)
- Conduct a safety meeting with your *Creek Crew* to review the safety information.
- Collect paper surveys from participants or encourage them to complete post-event online survey (link on Creek Week website)

### By Friday October 11th:

- Remind *Creek Crew* members to complete post event online survey at [www.fountaincreekweek.com](http://www.fountaincreekweek.com) and be sure you have submitted photos and your summary #s to [creekweeksoco@gmail.com](mailto:creekweeksoco@gmail.com)