



ADOPT-A-TRAIL AGREEMENT

Provo boasts a large variety of outdoor recreational opportunities made available by its unique geographic location. The Wasatch Mountain range and its canyons as well as the Provo River provide excellent vistas and enjoyable hiking experiences that all can enjoy.

In order to provide recreation opportunities and to preserve public access to such areas, the Provo City Parks & Recreation Department has developed and continues to develop a system of trails and trail heads. These trails are a great asset to the community, but require a substantial amount of labor to maintain them in good condition. In order to provide these services to the community, Provo City Parks & Recreation has established an Adopt-A-Trail program that allows the community to participate in the maintenance of Provo's trail system. Through this program, volunteers work with Provo City Parks & Recreation Department and assume the responsibility for the basic maintenance and cleanup of a selected trail head or trail section. This way, those who use the trails can share in their stewardship and ensure they remain safe, have minimal impact on the environment, and are recreationally satisfying for the whole community.

THE ADOPT-A-TRAIL PROGRAM:

The maintenance of a trail is the cooperative responsibility of the adopting party and the Provo City Parks & Recreation Department. Groups, families, and individuals who participate in the Adopt-A-Trail Program will work directly with the Provo Parks Volunteer Services Coordinator at (801) 852 - 7607.

The program consists of a one-year trail maintenance agreement which is signed for the chosen trail or trail section. This agreement consists of the basic maintenance of the trail throughout a typical season for trail use which lasts from April to November. This one-year commitment must be taken seriously. Early termination may leave a trail without maintenance which would lead to disrepair. Maintenance on a trail is much easier and less costly than rebuilding or repairing a trail. Provo City Parks & Recreation reserves the right to terminate the agreement, upon fourteen (14) days notice, if the volunteer services do not meet the necessary maintenance needed for the trail section that is adopted.

The Adopt-A-Trail Program has four main goals:

1. To maintain trails and to provide an enjoyable recreational experience for the community.
2. To help keep trails clear and free from debris in order to have a safe and pleasing passage.
3. To help ensure that the trails and its users have minimal impact on the environment.
4. To provide awareness to the public about the importance of trail maintenance.

These goals are an essential part of the Adopt-A-Trail Program. Both volunteers and Provo City Parks & Recreation are responsible for ensuring that these goals are met.

PROGRAM GUIDELINES:

The Adopt-A-Trail Program consists of responsibilities for both the volunteer organization and Provo City Parks & Recreation.

VOLUNTEER RESPONSIBILITIES:

All volunteers are required to accept and adhere to the following provisions:

1. The Adopt-A-Trail Program is a one year agreement between Provo City Parks & Recreation and the volunteer organization. Normal maintenance lasts from April through November.
2. All participants will be working as authorized volunteers and will receive instruction from a designated representative of Provo City Parks & Recreation.
3. All projects will be coordinated through the Volunteer Services Coordinator at least one week in advance.
4. Trail checks should be performed bi-weekly and projects should be performed monthly.
5. Reports are to be given to the Volunteer Services Coordinator within a week after each project. This includes returning the Volunteer Services Information Recording Form to the Coordinator.
6. The volunteer organization is responsible for general maintenance which includes: litter control, sweeping, weeding, pruning, removing obstructions, basic trail repair, removal of unauthorized fire rings and campsites, and cleaning and repairing vandalism and graffiti. The organization is also responsible for the removal of all garbage collected during projects.
7. Any major maintenance or cleaning that cannot be managed by the volunteer organization is to be reported to the Volunteer Services Coordinator.
8. The volunteer organization may be asked to help in special projects that are initiated by Provo City Parks & Recreation. These may include erosion repair, sign posting, trail rebuilding, etc.
9. All volunteers are to follow all trail rules and regulations and maintain a safe working environment.
10. Volunteers under the age of 16 must be accompanied by adult supervision.
11. The volunteer organization is to supply all necessary tools, bags and other supplies when possible.

PROVO CITY PARKS & RECREATION RESPONSIBILITIES:

Provo City Parks & Recreation will provide:

1. Basic orientation and necessary training for trail maintenance.
2. Assistance in any garbage collection that is beyond the ability of the volunteer organization.
3. Trash bags, gloves and tools to the volunteer organization upon request.
4. Removal of any heavy objects and repair of major problems in the trail systems.
5. Special trail projects which may include: erosion repair, trail realignment, posting signs, etc., as well as providing all necessary equipment for such projects.
6. The Volunteer Services Coordinator will contact the volunteer organization on a monthly basis to ensure that projects are being scheduled and completed.
7. A sign along the trail recognizing the volunteer group performing the service.

Return Applications to:

Provo Parks & Recreation Department
ATTN: Volunteer Services Coordinator
P.O. Box 1849
Provo, Utah 84603
(801) 852 - 7607
parksvolunteer@provo.org

For information regarding trail maintenance refer to:

http://www.imba.com/resources/trail_building/
<http://www.outdoors.org/publications/outdoors/2002/2002-trail-building.cfm>
<http://www.foothill.net/fta/work/maintnotes.html>

APPLICATION INFORMATION

PRIMARY CONTACT

Group Name _____

Group Contact Person _____

Mailing Address _____

Email Address _____

City _____ State _____ ZIP _____

Home Phone _____ Cell _____ Work _____

SECONDARY CONTACT

Group Name _____

Group Contact Person _____

Mailing Address _____

Email Address _____

City _____ State _____ ZIP _____

Home Phone _____ Cell _____ Work _____

This agreement, by and between _____, hereafter referred to as Adopter, and the Provo City Parks & Recreation Department, is to provide a clear understanding of the responsibilities for trail care, and maintenance of the trail section(s) located at _____ in Provo, Utah.

The Adopter agrees to:

1. A one year maintenance agreement with maintenance lasting from April through November.
2. Work as authorized volunteers of Provo City.
3. Coordinate all projects with Volunteer Services Coordinator at least one week in advance.
4. Perform trail checks bi-weekly and perform projects monthly.
5. Report to the Volunteer Services Coordinator within a week after each project and return the Volunteer Services Information Recording Form.
6. Perform general maintenance which includes: litter control, sweeping, weeding, pruning, removing obstructions, basic trail repair, removal of unauthorized fire rings and campsites, clean and repair all vandalism and graffiti and removal of all garbage collected during projects.
7. Report problems that cannot be managed by volunteer organization to Coordinator.
8. Help in special projects which may include erosion repair, sign posting, trail rebuilding, etc.
9. Follow all trail rules and regulations and maintain a safe working environment.
10. Provide adult supervision for all volunteers under the age of 16.
11. Supply all necessary tools, bags, and other supplies when possible.

The Provo City Parks & Recreation Department agrees to provide:

1. Basic orientation and necessary training for trail maintenance.
2. Assistance in any garbage collection that is beyond the ability of the volunteer organization.
3. Trash bags, gloves and tools to the volunteer organization upon request.
4. Removal of any heavy objects and repair of major problems in the trail systems.
5. Special trail projects which may include: erosion repair, trail realignment, posting signs, etc., as well as providing all necessary equipment for such projects.
6. Monthly contact with the volunteer organization ensuring projects are scheduled and completed.
7. Provide a sign along the trail recognizing the volunteer group performing the service.

It is the intent of this agreement to provide quality, attractive trails to enhance the beauty and recreation opportunities or Provo City. Therefore, if at any time the care of the trail section(s) stated in this agreement is not maintained to an acceptable level as determined by the City Parks Manager, the party who adopted the trail section(s) will be notified and given 14 days to get the trail section(s) to an acceptable level or the agreement may be terminated.

The Group accepts the responsibility of adopting the above mentioned trail section(s) for 2012 maintenance season beginning April 1, 2012 and ending November 20, 2012. The group agrees to abide by the conditions and terms listed in the Adopt-A-Trail Guidelines.

The Group understands that the work to be performed can result in physical injury or damage to property and agrees to assume the risk. The Group hereby agrees to release and hold harmless the City of Provo and any Neighborhood Committee, their officers, employees and agents respectively from liability for any and all claims, damages or injuries of any kind or nature which the Group, its employees, members or agents may cause or suffer as a result of participation in the program. The Group agrees that signs bearing the group's name will be installed solely at the discretion of Provo City.

This agreement entered into this Date _____

Print Name of Person Representing Organization _____

Signature of Person Representing Organization _____

Group / Organization / Individual _____

Phone _____ **Cell** _____

Address _____

Signature of Parks Manager _____ **Date** _____