

APPENDIX C

Cleanup Day Supply Checklist

(This is a suggested list of useful items)

GENERAL

- ___ Clipboard with all info you need
- ___ Phone
- ___ Trash Bags
- ___ Recycling Bags
- ___ Posters
- ___ Promotional Items
- ___ T-shirts
- ___ Liability Waiver Forms
- ___ Pencils
- ___ Data Forms (English & Spanish)
- ___ First Aid Kit
- ___ Scale
- ___ Sign-in Table
- ___ Folding Chair(s)
- ___ Any needed signage

SITE LEADERS (in prepacked bags)

- ___ List of volunteers on clipboard
- ___ All forms, important phone numbers
- ___ Phone
- ___ Trash & Recycling Bags
- ___ Liability Waiver Forms
- ___ Pencils
- ___ Data Forms
- ___ First Aid Kit
- ___ Extra Buckets
- ___ Raffle Tickets
- ___ Extra Gloves



VOLUNTEERS

- ___ Sunscreen
- ___ Good work gloves
- ___ Good shoes
- ___ Hat
- ___ Snack
- ___ Water
- ___ Reusable bucket

ADDITIONAL ITEMS

- ___ Cameras
- ___ Food and Drinks
- ___ Water jugs
- ___ Prizes
- ___ Tickets
- ___ Tape, Scissors, Clipboards, Paper, and Paperweights
- ___ Party Supplies
- ___ Sign describing which items are recyclable
- ___ Sun shade for sign-in table
- ___ Calculator to tally data
- ___ Boxes and large envelopes for collecting all supplies from site leaders (an easy way to organize supplies as they come in!)