

# FIVE STEPS TO ORGANIZE A COMMUNITY LITTER CLEANUP EVENT



PROVIDED BY



## Why Organize a Cleanup?

Debris and trash littered across Memphis eventually makes its way through storm drains and into our rivers and oceans. To help keep litter out of our watersheds, Clean Memphis is committed to supporting residents and community partners who wish to organize neighborhood cleanups. There are many high-litter areas that are impacting our community. We can all work together toward the goal of cleaner streets and neighborhoods. We can also work together to keep litter and debris from human impact out of our rivers and oceans by being the change we want to see. As business owners and community leaders, you are the key to cleaner streets and neighborhoods.

### 1 Research the Location

The first step in planning a community litter cleanup event is deciding where to focus the group's efforts. Be sure to prioritize areas with a high concentration of litter. If the area is in a high-traffic zone, be aware of safety precautions that may affect your decision-making. Work with community stakeholders to determine areas that might be best targeted.

### 2 Recruit Volunteers

Email and social media are effective digital tools to promote your cleanup event and recruit volunteers. Community stakeholders may also assist with promoting the event. Use digital signup forms to gain your volunteers' commitment and ensure you have enough tools. Additionally, Clean Memphis is happy to share event information through our social media network. E-mail [jp@cleanmemphis.org](mailto:jp@cleanmemphis.org) to promote your next cleanup.

### 3 Gather Necessary Tools

Memphis City Beautiful has a Tool Bank that you can access for free. The Tool Bank is designed to keep Memphis a clean and litter-free city by loaning tools such as rakes, shovels, brooms, and trash bags to groups holding cleanups. By utilizing these resources, organizations eliminate the expense of purchasing tools for their neighborhood cleanups. Access the Tool Bank Request Form here: <https://memphiscitybeautiful.org/tool-bank/>

### 4 Plan and Communicate

Be very clear about when and where the volunteers will meet (and park their vehicles, when applicable) on the day of the cleanup. Have a sign-in sheet for people who may need documentation of their volunteer work. Consider providing water or snacks, especially in warmer weather. Allow thirty minutes at the beginning for people to arrive and gather their tools and thirty minutes at the end for wrap-up and any reflection activities. Last, have an inclement weather plan in place.

### 5 Dispose of Bags

Make a plan for trash disposal. Litter cleanups with 10 or more volunteers can yield several trash bags. Also, consider what to do if and when volunteers find tires, furniture, or other bulky items. Contact [Memphis City Beautiful](#) for helpful tips on disposing of litter safely and efficiently.