



Welcome and thank you, Group Leaders, for organizing a local cleanup as part of **Connecticut River Conservancy's 27th Annual Source to Sea Cleanup!** This four-state event is only successful because of leaders like you. Please review the information in this letter, **and the additional documents that are posted in the RESOURCES section of your Qgiv Dashboard.** Contact us along the way with any questions!

Things to do before the Cleanup:

- Invite and connect with your volunteers:** Share your **Cleanup Group page** with potential volunteers. When volunteers **pre-register** they're able to submit their waiver electronically (limit paperwork in the field!). A parent/guardian must sign for children under 18. **For walk-in registrations, please make copies of our [adult waiver](#) and [youth waiver](#) and have volunteers sign-in on Cleanup day.**
- Edit & post your Cleanup event flyer** (be sure to add your own group details!) in your community or workplace to let others know about your efforts.
- Scout your site:** It's important to understand the current state of your site so you know how to prepare yourself and your volunteers. [Review this scouting & safety video.](#)
- Make arrangements for trash and recycling.** Visit ctriver.org/plan-your-cleanup for tips. A trash coupon is available for your use at your local DPW or transfer station. ***If you have a site in need of a dumpster, contact Stacey ASAP.***
- Reduce your carbon footprint:** Please review our [Climate-Friendly Cleanup materials](#) for helpful tips.
- Get set to collect data!** Trash data is critical information for our advocacy efforts. You and your team may choose to **download the free [CleanSwell app](#) or use the [CRC paper tally.](#)** Group leaders of larger groups with multiple sites may want to print multiple Tallies to be passed out, filled in the day of the Cleanup and then compiled into one when the Cleanup is over. Submit using our online report: ctriver.org/submit-a-trash-tally. CleanSwell submissions are immediate and do not require additional compilation.

The **talking points on the back of this letter** will help you orient your volunteers before you fan out to clean up. Please be sure to read through and announce to your groups.

Critical Items to Return to CRC after the Cleanup:

- Trash Tallies—Please submit your Trash Tally within 1 week after your cleanup.** [Online reports preferred.](#) If you have trouble, please contact Stacey: slennard@ctriver.org, 413-772-2020 x211.
- Paper Waivers—only for those who did not register online in advance of the Cleanup (see links above).** **Please return to CRC** immediately after your cleanup. You may scan and email to cleanup@ctriver.org or mail to 15 Bank Row, Greenfield, MA 01301.

If you have any questions, we're happy to help. Thank you for all that you do for your rivers!

Warmly,

Stacey Lennard, Cleanup Coordinator, slennard@ctriver.org, 413-772-2020 x211

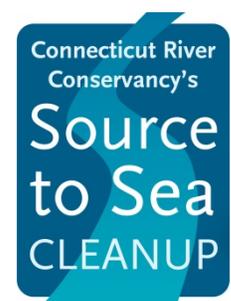
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Source to Sea Cleanup TALKING POINTS

Please share these points with your group before you head out to clean:

Welcome to Connecticut River Conservancy's 27th annual Source to Sea Cleanup, happening this fall in all four river states (NH, VT, MA, & CT). We are among thousands of volunteers along the length of the Connecticut River and its many tributaries making an impact this season.

Logistics & Safety Tips

- Registration & Waivers** – has everyone checked-in? Please sign paper waiver if you didn't pre-register.
- Safety First** – watch out for poison ivy, ticks, or unstable/steep/slippery banks. Use the “buddy system.” Anyone going in water should wear a **life vest**.
- If you find **hazardous materials** (see “HazMat Form”) leave where they are, note locations. Report out on the HazMat Form and return form to group leader.
- Use **black bags for trash** and **clear bags for recycling**. Our goal is to recycle as much waste as possible.
- You may find **encampments** in the woods where people are living. Please be respectful. Announce your presence, ie: “We're here with Cleanup support!” Do not remove any tents or active dwellings unless they're completely abandoned; instead focus on clearing away what's obviously trash. Offer to leave trash bags if someone is there that doesn't want to be disturbed.

Action Steps

- Let's Tally our Trash!** Submitting a tally of the trash we find is one of the most important parts of the Source to Sea Cleanup. This data helps show the scope of the trash problem so we can advocate for solutions where they're needed most. Download the **Clean Swell app** or use the **enclosed paper form**. [Assign one person who's not cleaning up to record your data!]
 - **Clean Swell users:** Be sure to turn location services on. When prompted for group name please type “CRC + our cleanup name”.
 - **Paper tally users:** Record your items here and return home to input with our online form: ctriver.org/trash-tally
- Be a #RiverWitness.** Submit your photos, artwork and stories via social media. Visit ctriver.org/RiverWitness
- Speak Up & Speak out:** Contact to your state legislator about the trash you found. Encourage them to support legislation that stops trash before it starts. Visit ctriver.org/TakeAction for more info on CRC's advocacy work.
- Stay involved after the Cleanup:** Volunteer, attend an event, learn about our work: Visit ctriver.org.
- Expand your impact & help keep our rivers clean and healthy all year** – become a member of CRC. You'll get a newsletter and info about river-related events – and the total cleanup results of your efforts today. **Make the time you invested today last ALL year!** Visit ctriver.org/donate.



Thank you for your efforts for clean rivers!