ADOPT -A- DRIVEWAY

Resident Information and Application Package

Organized by:
The Town of Millet FCSS

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What is the Adopt-A-Driveway program?
Adopt-A-Driveway is a volunteer service program where people commit to removing snow from the driveways and sidewalks of Millet residents, who are unable to perform this task for themselves, throughout the winter season.

Volunteers are matched with a resident and committed to that same individual throughout the entire winter season. Volunteers are also welcome to adopt more than one driveway if desired.

Am I an eligible recipient in the Adopt-A-Driveway program?

Residents who are eligible for free snow removal service include:

- Residents who have a condition or disability (temporary or permanent) that prevents them from participating in snow clearing activities.

- Residents who have no other capable members residing in their home or neighbourhood.

Please keep in mind that priority is given based on physical need and availability of volunteers.

How long is the commitment?
The intent of the Adopt-A-Driveway program is for volunteers to provide eligible residents with consistent, ongoing snow removal service until the end of the winter season.

However, service may vary depending on the number of volunteers in your area and the commitment they can make to the program. We will make every effort to ensure qualifying residents are paired with a volunteer, but we can't guarantee how soon or for how long volunteers can commit to the program.

Do I have to provide the tools?
This would be a decision between the home owner and the volunteer.

How often will my driveway be cleared?
Snow should be cleared within 48 hours of falling. Volunteers will try to check on your home once a week to ensure no ice has accumulated. If your volunteer is not able to make it to your home within 48 hours, the volunteer will contact you to reschedule. **Please do not call your volunteer on a regular basis.**

What areas of my property will be cleared?
When you make initial contact with your volunteer, please discuss the areas of your property that need snow removal. This is also a good time to discuss any special instructions or note any barriers or hazards that could impede snow removal on your property. As the resident, it is your responsibility to ensure the property is safe.

How do I know who will be coming?
For security reasons, we provide only your first name, phone number and street name to the potential volunteer. Once we provide this information, the volunteer will call you to exchange information and discuss schedule details directly with you.

Do you screen the volunteers?
Volunteers must complete an application form to participate in the program. We assume no responsibility for the actions of the volunteers and expect that all residents will exercise caution and all volunteers will act in the best interest of the community. Please call us if you have any questions or concerns.

What if my volunteer fails to come?
Occasionally, a volunteer may not be able to clear your snow within the agreed 48-hour timeframe. You should only try to **contact your volunteer once** if your snow has not been removed within 48 hours of falling.

If your snow has not been cleared or you have not heard from your volunteer after 60 hours, please call us. We will follow up with the volunteer and when possible, arrange for a replacement.

Is there a fee for this service?

No. At no time will you be required to pay or give anything to your volunteer. If the volunteer requests this from you, please tell them you will need to check with the Adopt-A-Driveway program. Call us immediately if you are asked for any money, goods, loans, food, favours or donations from your volunteer, as this is not appropriate under this program.

How should I thank my volunteer?

It is important to remember your volunteer is taking time out of his or her day to help you, and giving recognition is an important role you play in the Adopt-A-Driveway program. Simply saying "thank you" is often the most rewarding sign of appreciation. Some people choose to share baking or send a card at the end of the season, but this is not expected.

How do I apply for the program?

1. Call the Adopt-A-Driveway program at 780-387-4554 or e-mail millet@millet.ca to submit your name and complete the attached application form and informed consent agreement.
2. We'll ask you a few questions about eligibility and get your contact information.
3. Your name is placed on the list until a suitable volunteer match is found.
4. We'll contact you to discuss the match and provide you with the volunteer's phone number.
5. The volunteer will contact you to exchange information and discuss schedule details.

APPLICATION FOR THE ADOPT-A-DRIVEWAY PROGRAM

Name: _____

Address:_____ **Postal Code:**_____

Daytime Phone: _____ **Evening Phone:** _____ **Cell Phone:** _____

Email Address:_____

How did you hear about Adopt-A-Driveway? _____

EMERGENCY CONTACT INFORMATION

Name: _____

Relationship to you: _____

Phone Number: _____

PHOTO RELEASE DECLARATION

I am willing to be photographed or recorded while doing volunteer work for purposes of documenting the work of Town of Millet Family and Community Support Services and agree to any such documentation being used in media coverage or informational publications of Town of Millet FCSS.

Signature_____ Date: _____

DISCLOSURE

Yes ☐ No ☐ I have read the information package and I am aware of the safety risks associated with Adopt-A-Driveway. I agree to follow the terms and conditions outlined in the information package.

Yes ☐ No ☐ I consent to Adopt-A-Driveway providing my first name and contact telephone number to my matched Volunteer.

Yes ☐ No ☐ As outlined in the information package, I understand that this is a volunteer engagement until the end of the winter/snow season without financial remuneration.

Signed _____ Date_____