

Mayor Michelle Wu's

NEIGHBORHOOD CLEANUP GUIDE

SUMMER 2022



City of Boston
Civic Organizing

KEEP BOSTON BEAUTIFUL, PLAN A NEIGHBORHOOD CLEANUP!



Organizing a neighborhood cleanup is a great way to bring your neighbors together and keep your streets and sidewalks beautiful. Whether you're cleaning up litter, raking leaves, or revitalizing a local park, Mayor Michelle Wu's Office of Civic Organizing can help you access the tools and resources necessary to get it done.

Follow this guide for tips on how to organize a cleanup in your neighborhood this summer!

1. Identify a location.
2. Choose a project to focus on.
3. Plan with a team.
4. Partner with community organizations.
5. Request tools and support from the Mayor's Office of Civic Organizing:
 - Borrow tools,
 - Plan ahead for trash pickup, and
 - Request sharps containers
6. Spread the word.
7. Keep it going, plan your next cleanup!



LET'S GET STARTED!



IDENTIFY A LOCATION

- Is there an area in your neighborhood that could use some love?
- Identify what category your clean up falls under:
 - Parks,
 - Streets and sidewalks,
 - Vacant lots,
 - Other city-owned property, or
 - Private property.



CHOOSE A PROJECT

- Identify problems and set goals for the event.
- What type of project would best address your goals?
 - Trash cleanup,
 - Sidewalk and street cleanup,
 - Park revitalization, or
 - Flower planting and mulching.



PLAN WITH A TEAM

- Talk to your neighbors and recruit interested residents to help plan your cleanup. Consider hosting a neighborhood meeting to discuss details and divide up responsibilities.
- Have a designated group leader.
- Set the date and time for your cleanup event.
 - Plan at least one month in advance.
 - Have a rain date.



PARTNER WITH A COMMUNITY ORGANIZATION

- Organizations in your neighborhood may be able to help plan a cleanup event.
- Check in with local neighborhood and civic organizations in your area for support and to recruit volunteers.

NEED HELP WITH YOUR CLEANUP? THE MAYOR'S OFFICE OF CIVIC ORGANIZING CAN SUPPORT

REQUEST NECESSARY TOOLS AND SUPPORT



- Use our form to submit your request to borrow tools: bit.ly/cleanup-support for cleanups taking place on public spaces (streets, sidewalks, parks, etc.). Our office will bring these tools to your specified location on the date of your planned cleanup.
- The Office of Civic Organizing has the following tools available for neighborhood cleanups: brooms, rakes, big shovels, hand trowels, dust pans, trash pickers, wheelbarrows, sharps disposal containers, bags, etc.

PLAN AHEAD FOR TRASH PICKUP



- Make a plan to properly dispose of trash and yard waste. If your event is taking place on city-owned property—streets, sidewalks, parks—we can help you coordinate a pickup of any yard waste or trash bags. You can submit a request for pickup online, please allow at least three weeks notice.

BE PREPARED



- If syringes or sharps are found during your cleanup, be prepared to respond accordingly. Sharps should always be handled with gloves and should never be placed with regular garbage.
- Groups can request a sharps container from the Office of Civic Organizing.
- If a needle or syringe is found on a public street or sidewalk, volunteers can also call Boston 311 and the Mobile Sharps Team to locate and remove any sharps.
- [Check this fact sheet for more information.](#)

To request tools and trash pickup from the Office of Civic Organizing, please submit a request at bit.ly/cleanup-support. All requests must be submitted at least three weeks in advance.

SPREAD THE WORD



- Create a flyer that can be emailed, shared on social media, and printed out to be dropped on doorsteps.
- Share the flyer with your network and invite neighbors to come join the cleanup.
- Invite local neighborhood associations and civic groups to come and to share the invitation with their members.
- Consider posting the flyer on a community bulletin board at the library or other community space.

WE NEED YOUR HELP!



NEIGHBORHOOD CLEANUP

*Join us on Saturday, May 28 at 9:00am!
Meet at 123 Main St, Your Neighborhood*

JOIN US AS WE BEAUTIFY OUR NEIGHBORHOOD.

Wear comfortable clothing and shoes! We will be cleaning up trash alongside Main St and adding new mulch and plantings to the local square. Please call or text 617-000-0000 to sign up!

Example flyer made with the free graphic design tool [Canva.com](https://www.canva.com).



DAY OF LOGISTICS

- Arrive early to the cleanup
- Consider offering coffee, water, or refreshments for the volunteers.
- Assign groups of 2-3 people to focus on different areas or different tasks.
- Be sure to count the tools before and after the cleanup to ensure that no items are lost or left behind.
- Make sure to document your cleanup by taking photos!



KEEP IT GOING!

- Consider reaching out to all who came to thank them for coming, and acknowledge volunteers and groups who helped.
- Share any pictures with the group and save them to spread the word for next time.
- Plan a date for your next cleanup!

QUESTIONS? CONTACT US!



@BostonCivicOrg



Mayor's Office of Civic Organizing- City of Boston

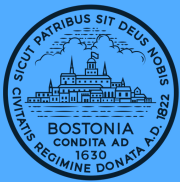


CivicOrganizing@boston.gov
LoveYourBlock@boston.gov



@BostonCivicOrg

REQUEST SUPPORT AT bit.ly/cleanup-support.



Mayor Michelle Wu



Civic Organizing