**Rotarians at Work Day April 24, 2021 Instructions**

**Ridge to Reef Cleanup & Data Collection**

Prior to cleanup and data collection:

* + Club sign up form to respective Island Coordinators **due by 4/3/21**

Oahu: April Bullis aprilbullis@gmail.com

East Hawaii: Keith Greer, keith4rotary@gmail.com

Maui: Mariko Higashi, marikoinmaui@gmail.com

Kauai: John Harder, dumpdoctor@gmail.com

* + POC/Champion of each club recruits and collects volunteer signups for their location ahead of time (not open to the public day of project) **due by 4/10/21**
	+ Promote project on social media with “Ridge to Reef” graphic provided for all cleanups with your clubs specific info

POC:

Place:

Time:

Volunteers Spots Available (space is limited due to COVID-19 guidelines):

* + Arrange appropriate rubbish disposal for location **due by 4/14/21**

Day of cleanup and data collection:

* + Please wear your Rotary-logo shirts and caps, take lots of photos and share them through your Club’s website and social media!
	+ Take before pictures and/or video of location
	+ Record individual volunteer contact information on Sign-in and Waiver Release form (COVID tracing purposes)
	+ Supervise groups, ensure social distancing for duration
	+ Take some candid in-action photo or video of volunteers and rubbish collected
	+ Facilitate gather and classification of rubbish and submit data records (to compile D5000 efforts from this day)
	+ Take some after pics of location, volunteers, and rubbish piles
	+ Ensure rubbish pickup arrangements are fulfilled
	+ Provide light snack/refreshment if possible