

## Spring Clean-up Service Contract Information

### PROCESS

The city will be split in up to even areas based on garbage density with \$600 awarded per area. Groups are encouraged to apply for multiple areas if they are able to recruit sufficient participants (20+). The target number of areas this year is 50. The areas will be assigned once all applications are final. This means that if there are less than 50 applicants, areas will grow as will compensation. Should the number of requested areas exceed 50, the City will allocate areas based on applicant's eligibility ranking (see below) and number of requested areas in as fair a manner as possible.

All applications will be considered and ranked based on how well they meet the criteria outlined in the policy (summarized in the Eligibility and Criteria list below). All non-profit organizations are encouraged to apply.

### GENERAL INFORMATION

- Deadline to apply is 5pm on Friday, April 30th
- Only public land is assigned for clean-up.
- Groups requesting multiple areas will be given adjacent areas where possible, however this can be difficult to promise. Please let us know if you are ok with receiving different areas.
- All applicants will be contacted by email by May 7th to confirm receipt of application and acceptance. Additional information will follow.
- The bulk of communication will be done by email. Please check email address provided on application on a regular basis (e.g. every two days).
- Successful applicants will be asked to identify their intended clean-up date:
  - This date represents when you will be **done** your area and it is ready for inspection. This must be between May 17 and 23, 2021.
  - If your date needs to be changed due to commitments or weather, let the Event Coordinator know.
  - Please note that groups may be requested to go out additional times if more work is required.
- Successful groups will receive garbage bags and gloves. The City does not provide safety vests or any other equipment.
- If unable to complete clean-up for any reason other than weather, organization may forfeit the Service Contract. Incomplete areas and funding will be offered to other applicants for completion.
- Funds will be released by cheque or electronic transfer one month following the clean-up. Groups are encouraged to submit the Electronic Funds Transfer form for faster payment. (Look for the Pre-authorized Payment from - Vendors form under Finance, Lottery and Tax Forms on our [forms page](#).)

### ELIGIBILITY AND CRITERIA

Applications for the Spring Clean-Up Service Contract will be assessed and ranked based on the following:

- Applicants must represent a non-profit organization or school.
- Preference will be given to youth- or family-oriented organizations.

- Preference will be given to organizations whose main focus is sport, recreation, education and/or culture.
- Applicants (and/or governing organizations) must be in good financial standing with the City of Yellowknife.
- Preference will be given to Yellowknife-based organizations serving Yellowknife residents.
- A list of participants is required with your application: 10+ for small areas; 20+ if applying for more than one area.
- Only one application per governing organization or school per year will be considered. Applications from multiples groups/teams from the same governing organization or school will be treated as one application and applicants will be contacted to discuss options.
- Organizations who have been awarded funding from other City programs or grants may not be considered for the Service Contract.