



Winnebago County Parks Department Trail Ambassador Program

HELP CONSERVE AND PROTECT OUR NATURAL RESOURCES AND OUTDOOR RECREATIONAL OPPORTUNITIES WHILE PROMOTING PHYSICAL FITNESS AND TOURISM WITHIN WINNEBAGO COUNTY

The Trail Ambassador Mission: Help the Parks Department provide for the safety and well-being of users by preserving and protecting trail resources in order to promote an enjoyable experience for all trail users.

- Maintain a safe and clean trail system.
- Provide a good example of trail etiquette and instruct others to do so.
- Protect the plant, animal, geological and historical resources of the trail system.
- Educate trail users about trail rules, regulations, and resources
- Observe and report violations of rules and regulations, damage to trail resources and potentially unsafe conditions.

Trail Ambassadors monitor a portion of trail on a regular basis as specified in their official Trail Ambassador agreement. Official signage indicating the name of the group as a Trail Ambassador will mark a designated segment of the trail.



If you have questions about the Trail Ambassador Program, please call or visit the Winnebago County Parks Department.

CALL:
(920)232-1960

VISIT:
625 E County Rd Y
Suite 500
Oshkosh, WI 54901

WEB:
co.winnebago.wi.us/parks



TRAIL AMBASSADOR ADOPT-A-TRAIL PROGRAM TERMS AND CONDITIONS



1. Members of the Group shall engage in correct and proper trail etiquette at all times, while instructing and encouraging other trail users to do so.
2. Members of the Group shall set a good example for other trail users that reflects well upon Winnebago County and the Group.
3. The Group and its members are to be considered as volunteers and not as officers, employees or agents to the Winnebago County Parks Department or Winnebago County. Any injuries, claims, liabilities, suits or costs arising from Group or Group members' activities relating to this permit shall be the sole responsibility of the Group or its individual members.
4. The Group agrees to indemnify and hold harmless the Winnebago County Parks Department and Winnebago County from any injury, cost, suit, liability or award arising from the issuance or exercise of this permit, or because of any adverse effect upon any person or property attributed to the works of the Group.
5. Participants in the Group agree to obey and abide by all laws and regulations relating to safety and such terms and conditions as may be required by the Parks Department for special conditions that may exist on a particular adopted section.
6. The Group agrees to submit a completed application before approval to begin. The Parks Department will then complete and return the approved application to the address provided.
7. The Group shall pick up litter a minimum of three times a year between April 1 and November 1. The Group shall not work beyond its section limits.
8. The Group shall not pick up litter on or around other structures that would pose a danger.
9. The Group shall supply one adult supervisor for every 5 to 6 workers.
10. The Group leader shall review the safety procedures and proper trail etiquette with all participants before proceeding to the trail segment.

11. All participants shall be at least 18 years of age or accompanied by a parent or guardian if under age 18 to participate.
12. The Group shall work only during daylight hours and in good weather.
13. All participants shall wear safety vests.
14. When the Group encounters closed containers or items suspected to be hazardous, these items shall not be touched. Items of serious concern should be noted on the group's clean-up report.
15. The Group shall place filled trash bags at the designated pick-up site and shall recycle trash as required by the Parks Department.
16. The Group shall order required supplies and materials from the Parks Department (e.g. trash bags, disposable gloves, and traffic vests).
17. Unused materials and supplies furnished by the Parks Department may be retained by the Group during the agreement period. At the end of the period, all materials must be returned as instructed by the Parks Department. If the Group drops from the program, all materials must be returned to the Parks Department.
18. Within 24 hours of a collection, the Group shall email or mail the completed clean-up report form to the Parks office. Trail Patrol form submission is also appreciated on a regular basis whenever possible.
19. All vehicles shall be parked in designated parking lots or areas. Do not park in the parking lots of businesses in the area. Parking along designated streets is permitted.
20. Recyclable materials are to be separated from trash and marked as such.
21. Partisan political groups (groups of people with common political opinions and purposes organized for gaining political influence, governmental control and for directing government policies) shall not be permitted to participate.
22. The Group shall notify the Parks Department of abandonment of their segment. This permit is valid until such time the Group notifies the Parks Department of abandonment.

The Parks Department agrees to the following:

- Provide safety vests (4), trash bags, and disposable gloves.
- Removal of filled trash bags as soon as possible after organized pick-up day.
- The Parks Department reserves the right to refuse or revise acronyms of Group names when preparing signage.



Winnebago County Parks Department

Trail Ambassador Program

Application & Permit

IN RECOGNITION OF THE VALUE AND DESIRABILITY OF LITTER-FREE TRAILS

Group Name (as it should appear on Trail Ambassador sign):

Mailing Address: _____

City: _____ State: _____ Zip: _____

Website (if applicable): _____

Email (if applicable): _____

Phone #: (_____) _____

Contact Person (full name): _____

Contact Mailing Address: _____

City: _____ State: _____ Zip: _____

Contact Email: _____

Contact Phone #: (_____) _____

Approximate number of people participating in each clean-up: _____

Approximate number of times your group plans to pick up litter this year (min. 3x): _____

In the area below, list the trail section you wish to be an ambassador for, starting in order of preference. Contact the Parks Department to confirm the trail segment is available prior to submitting this application.

Preference	Trail Segment	From	To
1			
2			
3			

By electronic signature below, the Group acknowledges the hazardous nature of the work and agrees to the terms and conditions stated on the pages attached to this form. The Group understands there are no fees for participating in the program. This permit is valid until such time the Group notifies the Parks Department of abandonment of their segment.

X _____ Date: _____
Signature of Authorized Group Representative - Must be 18 years or older

Title

DO NOT WRITE BELOW THIS LINE

PERMIT APPROVAL: The Parks Department approves this permit for the Group to participate in the Trail Ambassador Program for the section identified above. The Group accepts the responsibility of picking up litter on this section of the trail. The Parks Department reserves the right to modify or cancel this permit at any time. Please notify the Parks Department with any group information change.

X _____ Date: _____
Signature of Winnebago County Parks Authorized Representative

Title