

Adopt-A-Park Program Overview

The Adopt-A-Park program is a collaborative effort between the Kirkwood Parks and Recreation Department and individuals, families, schools, faith-based organizations, community and neighborhood groups, or corporations to maintain a specific park or specific area within a park. Volunteers visit the park, at a minimum of once per month, to perform general care though planting, maintaining flower beds or cleaning park equipment. Volunteers also make note of conditions of the park that requires attention by Park Staff. The Adopter Group should not mow grass, clean restrooms or perform major repairs or maintenance without the permission of Park Staff.

The Adopter Group may work with the KPAC Volunteer Coordinator to create a customized plan for the adopted park that meets the group's specific service activity interest.

Youth Adopter Groups must have one adult supervisor present during service days or projects.

Time Commitment

The Adopter Group commits to maintaining the adopted park for the period of one year. The Adopter Group must contact the KPAC Volunteer Coordinator within 30 days of the expiration date to renew agreement. At any time, either the Kirkwood Parks and Recreation Department or the Adopter Group may cancel this agreement by submitting notice to the other party in writing.

Recognition of Adopter Group

The Adopter Group is recognized on the Kirkwood Parks and Recreation Department's webpage. In addition, the Adopter Group is provided an official 'Adopt-A-Park' sign or the Adopter Group has the option to provide a sign that is approved by the Kirkwood Parks and Recreation Department at the adopted park location.

Park Improvements

The Adopter Group may desire to make improvements to the park by adding plantings, artwork, site furnishings or other features. All improvements must be approved prior to beginning the project. Park improvements may be at the Adopter Group's expense. Contact (314) 984-5993 to submit a park improvement request.

Tools and Assistance

Adopter Groups may furnish their own supplies or equipment. However, the Kirkwood Parks and Recreation Department may be able to provide equipment such as gloves, rakes, brooms, shovels, trash bags, hand tools, plants, mulch and t-shirts during service days. Contact the Volunteer Coordinator at (314) 984-5993 or kparkv@kirkwoodmo.org to request equipment. Call (314) 822-5897 for immediate assistance, to report tree related issues, graffiti, safety concerns or illegal dumping, and to request bulk trash/large debris removal.

Media Release

All publications, films, slides, videos, artistic or similar endeavors, resulting from the Adopter Group's volunteer services will become the property of the Kirkwood Parks and Recreation Departments, and as such, will be in the public domain and not subject to copyright laws.

Expense Reimbursement

Prior to purchasing any materials for use in the park, the Adopter Group must receive approval to ensure items are reimbursable and are appropriate for the job. Kirkwood Parks and Recreation Department may provide reimbursement (excluding sales tax) for preapproved materials. Kirkwood Parks and Recreation Department does not appraise the value of donated item(s).

Waiver of Liability

Every individual who participates in the Adopt-A-Park program must sign a Volunteer Waiver of Liability before undertaking any actions at the park. The Adopter Group Representative shall submit signed waivers of liability for all approved volunteers to the Volunteer Coordinator before taking any volunteer actions in the park.