

Be sure to thank our sponsors!

The Youth Litter Patrol (YLP) program depends on their support!

2022-2024 investment:
\$53,000 per year to purchase bags statewide



NORTHERN STAR
RESOURCES LIMITED
POGO MINE



ConocoPhillips
Alaska

2024 investment:
ALPAR vest sponsor (\$5,500)
ALPAR seed money match (\$25,000)

ALPAR

PO Box 200393
Anchorage, AK 99520



ALPAR

Alaskans for
Litter Prevention
and Recycling

Keeping Alaska Beautiful Since 1982

ALPAR 2024
Youth Litter Patrol
(YLP) application

Applications due April 1st

DUE: April 1st



2024 ALPAR Youth Litter Patrol (YLP)

Grant application & vest request (for those outside Anchorage area):

- We will do our best to provide the number of vests & funds requested.
- Checks and vests are mailed separately.
- Late applications may be considered if funding is available.
- Final Report due Oct. 1st to remain eligible for ALPAR grants and bags.
- *Do not skip any sections below = doing so will require us to send it back for completion.*

Organization applying: _____

CU#: _____ Organization type: tribal non-profit other (explain): _____
(your CU# is on the address label if this form was mailed to you) Don't know your CU#? text ALPAR at 907-215-4998 with your organization name and we will text your CU# to you!

Organization IRS Tax ID#: _____ (you can look it up on IRS.gov or ask your accounting department: do not skip completing this item)

Organization Address: _____ City/State/Zip: _____

Organization email for grant communication: _____

How many vests will you need: _____ What level of funding are you requesting: \$ _____

How will you pay youth: by the bag by the hour (in either case, you must provide documentation as to how funds paid youth: see examples attached)

Person responsible for YLP reports/supervision: _____ Phone: (907) _____

Title: _____ email: _____

Secondary contact: _____ Phone: (907) _____

Title: _____ email: _____

ALPAR Youth Litter Patrol grants:

- **Funds may not be used for prizes, food, fuel, advertising, events, travel or incentives.**
- are intended to clean public areas such as streets, trails and parks (not privately-owned areas).
- are based on community size and the total ALPAR funds available to distribute.
- can be used to leverage other funds or contributions within your community although it is not a requirement.
- are typically allotted one YLP program per community.
- are intended to be a follow-up to your community-wide, volunteer clean up.
- must be used for youth and/or supervisor wages or in exchange for hours worked by a group (ie paid by the bag).
- documentation of wages/payment by the bag is required.

*Safety vests are to be saved by the organization year-to-year as part of the endeavor to reuse/reduce waste.

*Funds must be returned to ALPAR/organization will be invoiced if the activity did not occur in 2024 or not all funds were used as defined by the grant terms.

***Grantees must keep the following stats:** total bags of litter collected, total bags of aluminum cans collected, estimated miles of road/beach cleaned, number of youth engaged/wages or payments made/YLP expenses; see Final Report as an example.

I hereby affirm the desire of the named organization to be considered for participation in ALPAR's Youth Litter Patrol program. If awarded, we will comply with all applicable federal, state, and local laws, safety and reporting requirements.



I understand and will abide by the requirements above:
 NO YES

Signed: _____

Printed: _____

Date: _____



Mail: ALPAR - Youth Litter Patrol, PO Box 200393, Anchorage, AK 99520 / Fax: 907-215-4986 / email: director@alparalaska.com
*Special thanks to **ConocoPhillips** and **Northern Star Resources/POGO Mine** for sponsoring this year's YLP effort*

Documentation does not have to be difficult, but it must be done!

Some examples of what we need to see attached to your Final Report:

Example of youth paid by the bag

tally is amount of bags of trash picked numbers circled is cash given to youth
2022 Community Clean Up

Pd	Tommy	III III	10 x 3 = 30
Pd	Howdy	III III III III	20 x 3 = 60
Pd	Kaily	III III I	11 x 3 = 33
Pd	Blake	I	1 x 3 = 3
Pd	Erabe	III III III	15 x 3 = 45
Pd	Kent	III I	4 x 3 = 12
Pd	Isaiah	II	2 x 3 = 6
Pd	Joshua	II	2 x 3 = 6
Pd	Scarlett	III III	7 x 3 = 21
Pd	Marian	III	5 x 3 = 15
Pd	Jasmine	III	5 x 3 = 15
Pd	Alex	I	1 x 3 = 3
Pd	Delta	I	1 x 3 = 3
Pd	Leon	I	1 x 3 = 3
Pd	Abby	II	2 x 3 = 6
Pd	Bode	III	5 x 3 = 15
Pd	Kapung	III I	4 x 3 = 12
Pd	Odea	III	5 x 3 = 15
Pd	Kaya	I	1 x 3 = 3
Pd	Trinity	III III	10 x 3 = 30
Pd	Madison	I	1 x 3 = 3
Pd	Lovina	III III	4 x 3 = 12
Pd	Daniel	III	3 x 3 = 9
Pd	Kylen	III III	10 x 3 = 30
Pd	Kenyon	II	2 x 3 = 6
Pd	Ivan	II	2 x 3 = 6
Pd	Adam	I	1 x 3 = 3

\$3.00 per BAG

Example of youth paid by the hour

Name: 16 AP
Pay Period: 5/23/22 - 5/27/22

DATE	TIME IN	MEAL BREAK	RETURN TIME	EXTRA BREAK	TIME OUT	TOTAL HOURS	DESCRIPTION OF WORK COMPLETED (for each department listed):
SUN							
5/23/22 MON	9:30	12:00	1:00		5:00	6.5	check point trash pick-up 5-23-22/5-27-22
5/24/22 TUES	9:30	12:00	1:00		5:00	6.5	
5/25/22 WED	9:30	12:00	1:00		5:00	6.5	
5/26/22 THUR	9:30	12:00	1:00		5:00	6.5	
5/27/22 FRI	9:30	12:00	1:00		5:00	6.5	
SAT							

Pay Period Total: Breakdown
 S/Time: 32.5 Hours
 Overtime: 0
 Auth By: [Signature]

x \$16.00/hr.
\$520.00

Example of Supervisor & youth wages and hours

2022 ALPAR Youth Litter-Wage						
Name	Supervisor	Youth	Youth	Youth	Youth	Youth
Total Hours	8	8	8	8	8	
Rate of Pay	22.50 <i>Supervisor</i>	12.50 <i>Youth</i>	12.50 <i>Youth</i>	12.50 <i>Youth</i>	12.50 <i>Youth</i>	
Total Wages Paid	\$187.50	\$100	\$100	\$100	\$100	
Totals	\$187.50	\$100	\$100	\$100	\$100	

Example of tracking hours (youth & supervisors), number of bags and weight of bags:

YOUTH LITTER PATROL												
Date of Clean-Up	Check #	Youth Non-Profit Group/Organizations	Total of Youths	Youth Hours	Total of Adults	Adults Hours	Total of Hours	Total of Authorized Payments*	Total of Yellow Bags	Total of Green Bags	Total of All Bags	Total Weight (lbs)
4/8/2022	1741	WINDY HOUSE BUNS	77.0	87.00	4.0	33.0	120.00	\$1,200.00	19	2	21	260
4/4/ & 4/6	1740	SPRINGERS CLUB	50.0	148.00	3.0	8.0	156.00	\$1,200.00	35	1	36	430
4/3/2022	1743	ONE LIFE ONE	50.0	100.00	2.0	4.0	104.00	\$1,200.00	20	1	21	300
4/4/ & 4/6	1742	BENT PASTOR BENDS	50.0	100.00	4.0	8.0	108.00	\$1,200.00	50	5	55	240
4/14/2022	1746	YOUTH TRACK FIELD	48.0	96.00	5.0	10.0	106.00	\$1,200.00	22	8	30	
4/15/2022	1747	ADOLESCENT MONTESSORI	28.0	42.00	5.0	7.5	49.50	\$594.00	4	2	6	86
5/27/2022	1748	WINDY HOUSE BUNS	52.0	52.00	1.0	3.0	55.00	\$660.00	15	2	17	105
5/29/2022	1749	GREENBERRY VALLEY	14.0	14.50	5.0	5.5	20.00	\$240.00	12	1	13	105
9/6-9/7	1800	WINDY HOUSE BUNS	104.0	180.00	7.0	11.0	191.00	\$1,200.00	20		20	250
							0.00	\$0.00				
							0.00	\$0.00				
							0.00	\$0.00				
							0.00	\$0.00				
							0.00	\$0.00				
Totals:			473	819.50	36	90.0	909.5	\$8,694.00	197	22	219	1,776

2024 Youth Litter Patrol - guidelines

A Youth Litter Patrol (YLP) is usually made up of several youth ages 14-17 years old and one adult supervisor. The amount of the grant is based on community population and assumes paying minimum wage to youths and approximately \$15 per hour for supervisors. It allows for some incidental expenses such as payroll taxes and insurance.

If you are considering paying your youth or supervisors a higher wage, then this grant must be supplemented by other means (i.e. Village Council, matching grants). As an alternative to paying by the hour, youth can be paid "by the bag" or they may earn the grant for their group and work the appropriate number of hours to match the amount of the grant.

***Funds may not be used to purchase prizes, food or fuel.**

HIRING: Contact the AK Department of Labor for work permit forms. Work permits for youths ages 14-17 must be acquired prior to employment if paying by the hour; not needed if earning money for a group. On the Work Permit Application, duties should be described as "pick up litter within the community."

Your local state employment agency, the high school principal or counselor, or local advertising can usually provide more than enough potential youth litter patrollers. The actual manner in which you select individuals for participation in the program is up to you. Labor laws state that the minimum age for paid employment of this nature is age 14. All applicable equal opportunity and payroll tax laws apply. It is the responsibility of the grantee (you/your organization) to comply with all applicable state and local employment laws.

SUPERVISION: The supervisor is expected to control the youth litter patrol team at all times, ensuring their safety, conduct and productivity. In addition to helping pick up litter, the adult supervisor coordinates patrol activities, fills out time sheets, passes out and collects vests, and is in overall command.

SCHEDULING: Communities have different needs depending on the litter problem in the community. We encourage you to develop your own schedule that works best. Many communities have told us that a four-hour work session held three times a week works well. Organize a schedule that will best suit the needs of the sponsor group, the workers and will provide the best results for a clean community.

VESTS: All members of the Youth Litter Patrol must wear safety vests while in the field. These vests warn motorists to watch for roadside workers.

LITTER BAGS: Large heavy-duty plastic litterbags will be provided to the Youth Litter Patrols by ALPAR. Your community's annual spring cleanup coordinator may still have some left - be sure to check with them about using the leftover bags for YLP before ordering more.

BAG PICK UP: Patrols should make contact with your municipality or village administration and seek their cooperation in picking up the bagged litter. A schedule and route can be negotiated, but make sure the bags do not lie on the roadside for more than a day or so, or the patrol's hard work may be undone by broken bags and redistributed garbage.

***You are required to keep a count of how many bags are collected as part of the Final Report. *You must also track the # of bags or weight of recyclables collected and/or recycled**

TRANSPORTATION: Normally it is the responsibility of the supervisor or parent volunteer to provide transportation for the Youth Litter Patrols. In some cases, communities have provided other support efforts.

LITTER PICK UP: Experience has shown that an effective way for patrols to clean a roadside is to assign two team members to each side of the road, with each side picking up litter as they move along in the same direction.

WEATHER: Patrols can operate in light rain. If the rain is significant, suspend and patrol another day.

**RECORD KEEPING:

The sponsor group is required to maintain accurate records of the following:

- payroll
- time cards and/or number of youth active in the program
- number of bags (or total pounds) of litter collected
- materials recycled

TIME CARDS: All patrol members and supervisors should fill out time cards. Copies of time card summaries must be submitted with the final program report to ALPAR. Youth Litter Patrols conducted as a group activity to earn money for club or civic causes (i.e. individuals do not get paid, but everyone works a certain number of hours picking up litter to earn money for the club/troop) must also maintain records of hours worked, names of workers, and quantity of litter collected. ALPAR asks that time cards be maintained and reports submitted even though individuals are not paid directly.

INSURANCE: The sponsor group should make certain that a liability policy is in force for members of their Youth Litter Patrol. The sponsor must also provide workers compensation insurance if patrollers are working for a wage.

PUBLICITY: Youth Litter Patrols are encouraged to publicize their activities. Please send copies of any publicity about your Youth Litter Patrol and photos of your YLP picking up trash to ALPAR as part of your Final Report.

FUNDRAISING: ALPAR encourages recipients of YLP funding to obtain matching donations of services, goods, and/or financial contributions from local businesses and organizations.

RECYCLING: Please recycle as much of the trash picked up by the YLP as possible (i.e. aluminum cans, glass, etc). Rural communities should utilize ALPAR's Flying Cans program to recycle their aluminum cans.

REPORTING: If funded, you will be required to make detailed reports of your YLP activities and results. We suggest that one person be assigned this responsibility and that they become familiar with our simple reporting form. Failure to report may jeopardize final payment and/or future grants.

Questions?

director@alparalaska.com

(Keep this information sheet for reference)



2024 ALPAR Youth Litter Patrol (YLP) – Final Report (outside Anchorage area)



- Final Reports and checks for any unused grant funds must be received by **October 1, 2024**
- Late or incomplete reports may lead to disqualification or reduced grants in subsequent years. ALPAR will invoice if terms are not met.
- Keep a copy of your completed Final Report for your records.
- email photos with organization name as proof of grant use.

- Fill out all sections completely to meet grant terms/be eligible in the future :

CU#: _____ Organization: _____

Address: _____ City/State/Zip: _____

Person responsible for YLP reporting: _____ Phone: (907) _____

Title: _____ e-mail: _____

Secondary contact: _____ Phone: (907) _____

Title: _____ e-mail: _____

Pick one of two methods below to calculate allowable expenses (grant may only be used to pay youth/supervisors):

Funds were used to pay youth or supervisors by the hour

Youth wage/hour:	\$
X	
Total hours worked:	
Total youth wages:	\$
Supervisor wage/hour:	\$
X	
Total hours worked:	
Total supervisor wages:	\$
Youth + supervisor wages: (from above)	\$

Funds were used to pay by the bag

Rate paid per bag:	\$
X	
Total # of bags collected:	
Total paid:	\$

Add your stats (the entire portion must be completed): list "unknown" or "zero" if necessary:

YLP start date:		Total # of litter bags collected:	
YLP end date:		Total # of bags of cans collected:	
# of youth who participated:		Miles of beach cleaned (aggregate):	
# of supervisors:		Miles of roadway cleaned (aggregate):	

Did you have any funds leftover that were not used to pay youth or supervisors that will be returned to ALPAR?

- No**
- Yes** – funds to be returned to ALPAR: \$ _____

Reason funds not used: _____

2024 ALPAR Youth Litter Patrol (YLP) – Final Report (outside Anchorage area)

Read through and complete by checking the boxes, attaching documentation and adding your signature:

In addition to completing this form and whether paid by the bag or the hour, it is required that you attach documentation of wages/expenses: i.e. simple spreadsheet with the name or number of youth/supervisors, total hours worked, hourly rate of pay, total wages paid, how the per bag payments were distributed, budget, etc.

Failure to do so may result in being asked to repay the grant, or future grants may not be awarded to your group.

- Yes, I have included this documentation
- No, I have not; I understand I may be asked to refund the grant based on the lack of documentation

Reason why not provided: _____

I agree to email photos of our work to director@alparalaska.com (hard copies or faxed copies are not allowed):

- Yes, I will/have emailed photos of our work
- No, I have not

Reason why not provided: _____

This form was completed by:

Printed name: _____ Title: _____

This year's YLP program is sponsored by:



POGO MINE



Mail: ALPAR - Youth Litter Patrol, PO Box 200393, Anchorage, AK 99520 email: director@alparalaska.com Fax: 907-215-4986



2023: Selawik youth dedicated 141 hours to litter pickup



2023: Fairbanks YLP collected 2,457 bags of litter

The power of youth & community leaders

- ▶ ALPAR distributed \$93,500 in Youth Litter Patrol grants to 42 nonprofits and tribal entities across Alaska for litter pickup in 2023
 - ▶ 9,730 bags of litter were collected and 1,562 youth participated
 - ▶ 333 bags of aluminum cans sorted out of the litter and moved on to recycling
- ▶ Statewide: provided 170,000 yellow ALPAR bags (free) to 120 communities across Alaska for community cleanup events in 2023
- ▶ In Anchorage: supply free bags and safety vests to Adopt-a-pathway Program volunteers; also provide bags to DOT for cleanups



Adopt-a-pathway volunteers in East Anchorage