



Snow Buddies Volunteer Snow Removal Program Program Description and Participation Agreement 2020-2021

Thank you for your interest in assisting our community seniors and offering your time and energy to help clear snow. This document outlines how the program works and gives you clear guidelines on how to perform your duties as a Snow Buddies volunteer and what our participating older adults may expect from the service provided.

Due to covid-19 restrictions, the Carbon Valley Senior Center is closed until conditions change and the health department determines it is safe for older adults to congregate. Unless you are notified differently, the 2020 Snow Buddies program is administered out of the Carbon Valley Rec Center, 701 5th Street, Frederick. For questions and information call 303-833-3660 x 117.

Prior to any volunteer service, all volunteers must do the following:

- Successfully complete a background check
 - Volunteers who volunteer for consecutive years are be required to pass a background check every year.
- Annually review, sign, and return the description and participation agreement
- Annually submit a volunteer application and waiver form
- Provide current address and phone number for placement and assignments
- Children ages 12 – 15 years can volunteer with an adult

Review and return to:

Terri Calvin, Active Adults Program Coordinator
Carbon Valley Recreation Center, 701 5th Street, Frederick, CO 80530
Email: Tcalvin@cvprd.com; Phone: 303-833-3660 x 117

Snow Buddies Program Guidelines

1. Volunteers and residents will be paired based on proximity to the volunteer whenever possible.
2. Volunteers will be given their assigned resident's address and first name(s) only and will honor confidentiality of that information.
3. Volunteers will take the initiative to come **within 24 hours of a measurable snowfall** to clear the snow using their own shovel or snow blower. There is no need for the volunteer or resident to contact one another when there is a snowfall.
4. Volunteers will clear their designated resident's driveway, sidewalk, and access to the front or primary door. Volunteers *will not* clear decks or other non-essential surfaces, nor enter

the back or side yards unless that is the primary access from the garage/parking to the home.

5. Volunteers will deposit snow on the resident's property and not on the street or other public places.
6. Volunteers will not enter the home for any reason, even if invited by the resident. Residents are welcome to come out and say hello if desired. If residents need additional services, please contact Terri Calvin, Carbon Valley Active Adults Coordinator, 303-833-3660 x 117.
7. Volunteers will contact Terri Calvin at 303-833-3660 x 117 if they are unable to clear snow within the given time frame. Please inform Terri Calvin or the call the recreation center at 303-833-3660 in advance with dates you will be out of town.
8. Staff, during regular business hours, will attempt to find a temporary replacement volunteer and will attempt to notify the resident of any change.
9. Colorado weather can be unpredictable and even volunteers may find it difficult to dig out on time from a heavy snowfall. **There is no guarantee that snow will always be cleared within the 24-hour time frame**, however volunteers will make a good faith effort to do so.
10. Residents will be given their volunteer's first name only.
11. Residents are expected to keep barking or aggressive dogs inside during snow removal.
12. If neighbors or non-resident family members take it upon themselves to clear the resident's snow before the volunteer arrives, this can create a challenge to the success of the program. Unless those well-meaning parties can commit to doing it consistently, we ask that residents communicate to those parties that you have a dedicated volunteer for the duration of the season. This way volunteers won't arrive only to find that the work has already been done.
13. Due to the popularity of the program residents may be put on a waitlist until a volunteer becomes available.
- 14. Please keep a copy of this document for your reference throughout the season.**
15. To protect the privacy and confidentiality of both volunteers and residents, the Active Adults Coordinator, Terri Calvin, will be the contact for any questions or concerns about how the program is going. Terri can be reached at 303-833-3660 x 117 or tcalvin@cvprd.com

Please sign as acknowledgement that you understand and agree to the guidelines of this program.

Resident Name (printed)

Volunteer Name (printed)

Resident Address (printed)

Volunteer Address (printed)

Phone number

Resident Signature

Date

Day Phone number Day

Volunteer Signature

Date