



# ADOPT Coordinator \*\* Handbook

**JANUARY 2025** 

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**SECTION I** 

# GLO and Adopt-A-Beach Overview

# **SECTION A**

# **Summary Of The General Land Office**

The Texas General Land Office was established in 1836 to document land ownership after the Texians and Tejanos won independence from Mexico. Today the General Land Office manages all state-owned lands, operates the Alamo, helps Texans recovering from natural disasters, helps fund Texas public Veterans, and manages the vast Texas coast.

# **SECTION B**

# **Overview Of Adopt-A-Beach**

The Texas General Land Office Adopt-A-Beach Program is an all-volunteer beach cleanup effort that began in 1986. That year, the GLO conducted a joint cleanup in Corpus Christi and South Padre Island with the Center for Marine Conservation, which later became the Ocean Conservancy. Texas is the birthplace of the Ocean Conservancy's International Coastal Cleanup, held every fall all over the world.

Adopt-A-Beach is dedicated to preserving and protecting Texas beaches and educating the public about the effects of marine debris on our beaches. The program's success is due to the generous efforts of dedicated volunteer site coordinators, coastal community leaders, sponsors, and citizens.

# **Coastwide Cleanups**

Adopt-A-Beach holds two Coastwide Cleanups each year, as well as two smaller cleanups in South Texas in February. These cleanups are free and open to the public and are a great opportunity for area schools to bring out students as an educational opportunity, for companies to have a team-building event with their employees, and for local residents to get involved in their community. We promote the cleanups and provide cleanup supplies to the volunteers.



# **Beach Adopters**

For those who want to make a stronger impact in their communities, volunteers can join our Beach Adopter program. Participation requires the adopting group to clean their adopted section at least three times a year for a two-year term. Annually, we have about 125-150 groups as Beach Adopters. In the past, Adopt-A-Beach provided signs on the beach for the Adopters, however we no longer offer this due to cost, logistics, vandalism, and storm destruction.

# **Special Cleanups**

We frequently get requests from groups that would like to participate in a beach cleanup but cannot attend our scheduled cleanups and do not want to make the commitment of being a Beach Adopter. Our Special Cleanups offer them the opportunity to conduct their own cleanup on a date of their choosing. Typically, these are scheduled at pre-determined locations at state and county parks, but also may be arranged at another location.

To schedule these, we need to know the date, time, and estimated number of volunteers in the group. Depending on where the group goes to clean, we may ship them cleanup supplies ahead of time or the park may provide them with supplies when they arrive. We do not schedule these cleanups two weeks before or after our prescheduled cleanups.

# **Education & Outreach**

To supplement the impact of our cleanups, Adopt-A-Beach offers free educational resources. Most of these are available on our website at www.TexasAdoptABeach.org and include our Marine Debris Timeline poster, the Texas Top 10 list of trash items found on Texas beaches, and four different Coastal Education posters designed by Rockport artist Dinah Bowman. We also have some classroom lesson plans that are currently under revision.

In 1996 Adopt-A-Beach initiated the Children's Art Contest to Texas students in grades K-6. Students submit their original artwork depicting what they love about the Texas coast. Judges choose ten winners in each of four grade categories: K-2, 3-4, 5th, and 6th. From those 40 winners, the General Land Office Commissioner selects the grand prize winner. Adopt-A-Beach receives donated prizes for the winners and grand prize winner and their teacher. All of the winning art is featured in our free annual printed calendar.

Adopt-A-Beach also produces an email newsletter twice a year, and places ads in state travel magazines. We maintain a presence on social media outlets, Facebook, Instagram, and X and our website at www.TexasAdoptABeach.org. Currently we have a toll-free number for Texas residents: 877-892-6278 (TXCOAST).

**SECTION II** 

# Adopt-A-Beach Coastwide Cleanups



Probably the most well-known of Adopt-A-Beach programs, our Coastwide Cleanups have become a staple community event along the Texas coast. Local Site Coordinators manage the cleanup at their respective locations but Adopt-A-Beach directs the overall management of the program and the statewide promotion of the cleanups.

Below are some of the activities that Adopt-A-Beach does to help prepare for the cleanups.

# **SECTION A**

# **Cleanup Dates**

Adopt-A-Beach sets the cleanup dates and manages promoting them through social media, press releases, and postcard mailers. These dates are printed in our annual Children's Art Contest calendar as well as on our website. The cleanup dates may change, but are usually around the third Saturday in **April**, around Earth Day, and the third Saturday of **September**, for the International Coastal Cleanup. We also schedule smaller cleanups on South Padre Island and in the Coastal Bend during the first week in **February**.

#### **SECTION B**

# **Volunteer Registration**

We currently utilize EventBrite as the online platform that allows volunteers to preregister for each cleanup. Adopt-A-Beach staff prepares and updates each check-in site listing and overall content. As a Site Coordinator, you can set up your own account after you receive an invitation from AAB. Then you will have access to download your site's registration list and track your registrations, or AAB staff can do it for you. These lists will help you prepare to check in volunteers when they arrive to get their cleanups supplies.

On the EventBrite ticket for your site, the Site Coordinator's name, phone number, and email are listed for your site. This is so volunteers can contact you with specific questions about your site, such as parking, food, etc. Please respond to them promptly! To make things easier, Adopt-A-Beach creates email alias accounts for each site coordinator. The email alias address looks like this: firstname.lastname@texasadoptabeach.org. Emails sent to the alias accounts are redirected to your personal email address.

# **SECTION C**

# **Promoting Cleanups**

Adopt-A-Beach works with GLO's Graphics and Communications teams to prepare printed materials, social media posts, and press releases regarding the cleanups. The printed materials include a large postcard that is mailed to our volunteer list and small posters that coordinators can hand out to help promote the cleanup in their communities. We also prepare and share a social media graphic that anyone can use to help promote the cleanup.











SESCO CEMENT

MTC MANAGEMENT & TRAINING CORPORATION

WILD SPIRIT WILD PLACES

# **Social Media Handles**

**X** @TXADOPTABEACH

**©** @TEXASADOPTABEACH

(F) @TEXASADOPTABEACH

# **SECTION D**

# **Supplies And Gear**

Supplies provided by Adopt-A-Beach include trash bags (donated by Ocean Conservancy), gloves, banners, feather flags, drawstring backpacks, community service forms (for community service hours), patches, and other gift items for volunteers.







Adopt-A-Beach also provides Site Coordinators branded shirts, jackets and hats for coordinators to wear when representing Adopt-A-Beach at cleanups and community events. We do understand some coordinators for city, county and state parks will need to wear their other official uniforms. While you are wearing the shirts/jackets, the public may see you as an extension of the Texas General Land Office, so we ask that you please refrain from making any political statements or committing Adopt-A-Beach or the General Land Office to any expenses such as ads, food, t-shirts, etc.

# **SECTION E**

# **Coordinator Workshop**

Depending on available grant funding, AAB organizes a Coordinator Workshop biennially to help onboard new coordinators, refresh long-time coordinators, and promote team building. These are typically held every other year in various locations. This grant funding typically pays for the hotel rooms and most meals for attendees.



photo: 2023 Workshop in San Antonio



# **SECTION A:**

# **Overview**

While overall direction and support for the Adopt-A-Beach Program comes from the Texas General Land Office, our local Site Coordinators are absolutely key to running successful cleanups along the coast. The following information outlines the role of the Site Coordinator before, during, and after our cleanups.

Site Coordinator Resources can be found in the Site Coordinator Login Section on the AAB Website. Credentials are the same for everyone:

U/N: coordinator@glo.texas.gov P/W: texasbeach

The primary responsibilities of the Site Coordi-

nator are to manage cleanup site logistics and planning, including trash haul away, and to help recruit local volunteers. Coordinators will also need to store and maintain all Adopt-A-Beach cleanup and event supplies between cleanups, and ensure compliance with GLO guidelines for Adopt-A-Beach branding/logo use.

#### **SECTION B**

# **Before The Cleanup**

- Identify the best site location for setting up materials to hand out to volunteers (consider your supply setup and volunteer parking). Once they pick up their supplies you can either guide them to a location to clean or they can choose their own.
- Coordinate trash collection on cleanup day. This is very important! If you need help, please contact Adopt-A-Beach staff.
- Ask local sponsors to donate food/drinks or prizes to volunteers (optional).
- If you have a sponsor providing food, know where you will want them to set up their table or if they need any utilities (such as electricity or water).
- Inventory your cleanup supplies and submit supply requests to Adopt-A-Beach.
- Recruit family or friends to help you run your site. It is always good to have 1-2 people help you run your site.
- Help promote the cleanup locally and recruit volunteers. Some ideas include local schools, religious houses, grocery stores, tourism centers, etc.

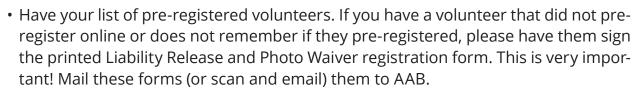


- AAB will send a list of your site's Beach Adopters and EventBrite registrations if you are not able to pull your own list.
- Recycling the trash collected at a site is up to the coordinator. Every community is different in terms of what can be recycled.

# **SECTION C**

# **Day Of The Cleanup**

- Ideally, wear AAB gear that identifies you as the Site Coordinator (waived for coordinators who need to wear their official uniforms).
- Arrive early to set up your site. Registration opens at 8:30 AM for all sites, but some volunteers always arrive early!
- Display the AAB feather flag, safety banner and CleanSwell
  - banner if possible. If you do not have a location to hang the safety banner, please display the laminated safety card at your check-in table. AAB can provide these.



- Prepare your supplies for quick distribution once check-in opens. Typically each volunteer only needs one trash bag, or they can share a bag. A good workflow is to have one person tracking trash on the app, while the other person collects the trash and carries the bag. Usually one bag per person is more than enough.
- If someone asks for a Community Service Form, you can give the form provided by AAB when they check in.
- Please keep track of the number of volunteers that check in to your site! You will need to report this number to Adopt-A-Beach.
- Bad weather! Call AAB State Coordinator cell immediately if you have any issues with safety or access to your site or dangerous weather. We clean rain or shine, unless dangerous weather conditions are present which includes severe thunderstorms, flooding, and storm damage.



# **SECTION D**

# **After The Cleanup**

- Calculate the total the number of people who checked in at your site and how many trash bags you gave out (usually one per person is best). Calculate your trash pounds (using chart on page 22).
- Send to AAB Statewide Coordinator your total # of volunteers, pounds of trash collected, and miles cleaned by noon on Monday, so your site can be included in the press release. Our Communications team usually tries to get that out on Monday.
- Email, text, or mail the on-site signed, registration forms to AAB.
- Send any photos to AAB Coordinator, or tag us on social media! See page 8 for social media handles.
- Mail or scan and email printed/signed registration forms. [FORM CAN BE FOUND ON PAGE 26]
- Send AAB Statewide Coordinator your list of local sponsors so we can send them certificates thanking them for their support to our cleanups.

### **SECTION E**

# Weather and Site-Related Issues

Adopt-A-Beach holds cleanups "rain or shine." However, if thunderstorms are predicted all morning, or a site is inaccessible due to flooding or storm damage, we will cancel that site for safety reasons. We depend on the Site Coordinator to let us know if a site is not accessible or unsafe for volunteers.



If a site needs to be canceled, Adopt-A-Beach will notify volunteers registered for the site, however, if the cancelation is very close to the start time, the coordinator will need to go to a safe area of the site (or near it) and notify volunteers as they come in. In many cases volunteers will already be driving to their check-in site, so we need to make sure if we cannot reach them by phone that someone is there to tell them the site is canceled.



## **SECTION A**

# **Overview**

For many years, AAB used paper data cards provided by the Ocean Conservancy and asked volunteers to track the number of items they find during our cleanups. The data on those forms would then be manually entered in the TIDES database, managed by the Ocean Conservancy.

Today, Adopt-A-Beach uses the CleanSwell app created by the Ocean Conservancy to trash the trash items found. This data is then automatically uploaded into the same TIDES database. Anyone can access data from TIDES by setting up a free account at www.coastalcleanupdata.org.

The data collected from beach cleanups played an integral part in the passage of MARPOL Annex V, an international treaty that prohibits the dumping of plastics in the world's oceans. In July of 1991, the International Maritime Organization designated the Gulf of Mexico and the Wider Caribbean as a "special area" where the dumping of trash, with the exception of finely ground food scraps, is prohibited.

Other groups, such as NOAA, Litterati, and the Texas Trash Database, utilize other applications to track the trash their volunteers find and report. How all these systems track trash and what they ask to be reported are all different. However, there is some coordination between the different agencies to find a way to tie these systems together.

Adopt-A-Beach Cleanups are a great example of "citizen science." They get the general public involved in helping identify types and sources of trash found along the Texas coast, and they help people see how litter affects our environment. For many volunteers, it's their first participation in an environmental activity and, in some cases, their first trip to the beach.



# **SECTION B**

# **Adopt-A-Beach Process**

Adopt-A-Beach tracks the number of volunteers, pounds of trash collected, and miles cleaned (People, Pounds, and Miles). Because our cleanup events can be quite large, Adopt-A-Beach uses weight conversion estimates since not every site can weigh their trash for an exact weight. If your site can get the actual weight before noon on Mon-day, we will take that instead. If not, then we will need to use the estimated weight calculation. The estimate is based on the size of the bag and how much it realistically holds. You can find a list of the weight conversion charts we use on page 22.



For AAB, the primary number to track is the number of volunteers and how many bags you distributed per person. Most of the bags we have now are 13 gallon bags or the equivalent. We can estimate the pounds of trash for sites that do not have it weighed.

# **SECTION C:**

# **CleanSwell App & the TIDES Database**

We ask volunteers to track the trash they find using the CleanSwell phone app developed by the Ocean Conservancy, our program partner. It's free to use and can be used in locations without cell service. Volunteers are not required to use CleanSwell, but it is a helpful tool in educating people about the hazards of marine debris. Plus, it helps scientists understand what kinds of trash are posing the biggest threat in our coastal environments.

Key notes about the CleanSwell app: it's best if they download it before the cleanup so they can get it set up ahead of time, so if your site does not have cell service they can already have it ready to go. Users need to make sure to allow location services for the app so it can log your location for the cleanup.

You just touch the icon image of trash once for each piece you find, or you can touch and hold the icon and a box will open up where you can enter a larger number.

The app is directly related to the paper data cards we used for years before 2020. Some volunteers may still request the data cards. Adopt-A-Beach does receive a limited supply from the Ocean Conservancy, so if you want them for your site please include that on your Supply Request Form. If that's the case you can give them out and ask them to return them to you at the end of the cleanup. Then you can mail or scan and email them to AAB to be manually entered into the TIDES database.

All the data in CleanSwell is automatically uploaded into the Ocean Conservancy's TIDES database. Anyone can access the TIDES database at **www.coastalcleanup-data.org.** It is free to use but you will need to set up an account if you want to pull specific data.





# Thank You!

We truly appreciate your help in providing a fun, safe volunteer Adopt-A-Beach Cleanup in your communities! If you have any questions or comments about this Coordinator Handbook, please contact the Adopt-A-Beach Statewide Coordinator at beach@glo.texas.gov or toll-free in Texas at 877-892-6278 (TXCOAST).

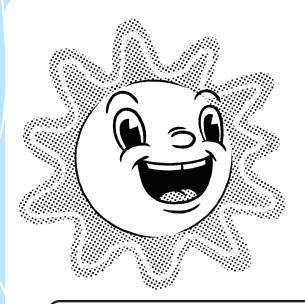
# **MAILING ADDRESS:**

Adopt-A-Beach Texas General Land Office PO Box 12873 Austin, TX 78711-2873

# **PHYSICAL ADDRESS:**

Adopt-A-Beach
Texas General Land Office
1700 North Congress Avenue,
Suite 340
Austin, TX 78701





# Texas General Land Office Adopt-A-Beach Cleanup

# IMPORTANT SAFETY INFORMATION

#### Wear shoes

Sandals won't provide protection against broken glass, metal, and rocks.

#### Wear gloves

Protect yourself from cuts and contaminated objects.

#### Don't handle dead or injured animals

Report them to your Adopt-A-Beach coordinator.

# Keep your distance from metal drums

Report their location to your Adopt-A-Beach coordinator. Some may contain hazardous materials.

#### Avoid heavy lifting

Report the location of heavy objects to your Adopt-A-Beach coordinator, who can arrange for later pickup.

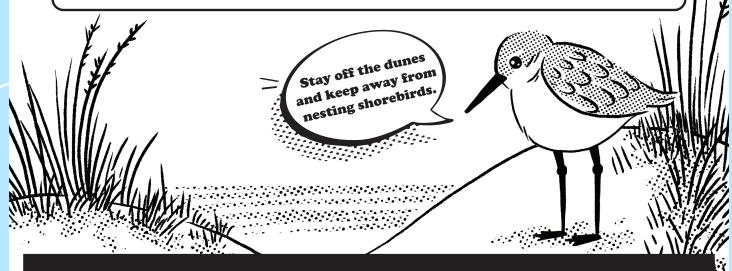
# Don't pick up hazardous materials

Avoid items such as hypodermic needles, sharp objects, old car batteries, and any other unidentified or questionable objects.

#### Stay cool

We recommend a hat, long sleeves, and sunscreen.

**Take special precautions with your children** Advise them of the safety rules.



877-TXCOAST www.texasadoptabeach.org

**ADOPT**A

BEACH



# TRASH BAG CALCULATIONS

30 gallon trash bags = 15 pounds

13 gallon trash bags = 7.5 pounds

Up2U yellow bags = 7.5 pounds

5 gallon buckets = 5 pounds

To calculate tons: # of pounds x .0005 =\_\_\_\_\_U.S. short tons

# COUNTIT WITH CLEAN SWELL APP.













# **CELEBRATE & SHARE**

**REVIEW & SUBMIT** 

COLLECT & RECORD

**DOWNLOAD & SIGN IN** 

Download for free on

Add your email and any mobile device.

create a password. You're ready to go!

App Store

Google Play

Confirm the number of

people on your team

and start collecting.

Confirm the details people) are correct Add a group name

(date, number of

- ▶ Congratulations on a job whale done!
  - Thank you for your go ahead and brag about it on hard work, now
- the more you collect, the more you earn! Did you earn a badge? Excellent,



will immediately upload to the ICC database and help

inform solutions.

Submit! Your data

for details.

Flustic Rags - Freed Cestaliners Cestaliners Espain Cestaliners

A Operite Balloons Tops Find

Tap the icons to record

what you are finding. Snap photos of your

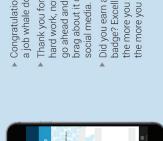
cleanup using the camera icon.

Click "Done Collecting" when you are finished.

Check with your cleanup leader











now!



# TEXAS GENERAL LAND OFFICE ADOPT-A-BEACH Program Logo Usage Guidelines

# A. ACCEPTABLE VARIATIONS





Original logo- blue

Original logo- black

PMS Color: Blue-Pantone 2945C

# **B. NON-WHITE BACKGROUND**





CORRECT (logo high contrast)

INCORRECT (not enough contrast)





# C. REDUCING, RE-SCALING OR TRANSFORMING





**INCORRECT** (horizontally distorted)

**INCORRECT** (vertically distorted)





**INCORRECT** (image is rotated more than 45 deg.)

**INCORRECT** (image is pixelated)

# PERMISSION TO USE THE LOGO

 The GLO has intellectual property rights to the logo. No one may use the logo without first gaining express permission from the Adopt-A-Beach Program Coordinator Adrian Loucks or from the GLO Publications Division in the Office of Communications.

# ONCE YOU HAVE OBTAINED PERMISSION TO USE THE LOGO, FOLLOW THESE USAGE GUIDELINES

- Use the original logo only in its entirety and without modification.
   Never recreate the logo.
- Always maintain a clear space around the logo. Do not allow other elements to come into contact with it.
- Do not obscure any part of the logo by placing type, photographs or other elements on top of it.
- Individual logo elements (title, waves, etc.) should never be used alone.
- The words "Texas General Land Office" may never be removed or cropped out of the logo.

# Acceptable Variations (Example A)

• The logo may be printed either one-color in either blue or black.

# On a Non-White Background (Example B)

 The logo must always be printed with high contrast when displayed on a non-white background. It is permissible to use a reversed logo on a dark background. For any specific design questions, contact the GLO for review.

# Reducing or Re-Scaling or Otherwise Transforming the Logo (Example C)

- The logo may be resized, but must remain proportional and undistorted. Do not rescale the logo vertically or horizontally.
- Never reduce the logo to the point where any part of it is unrecognizable or unreadable.
- Do not rotate the logo more than 45 degrees compared to the rest of the text.
- The logo should not be printed at such a large size that it becomes pixelated (see example). The logo should never be pixelated or distorted in any way.
- Do not use a logo intended for web display on printed materials. (Generally, logos and graphics pulled from the web, unless they are specifically labeled for use in print, are low resolution and will appear pixelated when printed.)

# MISUSE - The Adopt-A-Beach logo cannot be used:

- to sell, advertise, market or package a specific product without the approval of the Adopt-A-Beach Program Coordinator.
- to imply an endorsement by the Adopt-A-Beach Program of an organization or its products or services without express permission.
- to market, advertise or otherwise promote or endorse a product, service or person that can be viewed negatively by the public. The logo should also not be displayed in conjunction with images or names that may be considered inflammatory or offensive.

**QUESTIONS?** If you have any questions about the use of the Adopt-A-Beach logo, or to obtain an electronic copy, please contact Program Coordinator Adrian Loucks at the General Land Office at 512.463.5057 or by email at adrian.loucks@glo.texas.gov -or- the GLO Publications Divi-sion—Lance McIlhany, email lance.mcilhany@glo.texas.gov.



# **Texas Adopt-A-Beach Program Coordinator Cleanup Results Form**

Please email or text me this form by noon on Monday after the cleanup: 512-694-1239 or <u>adrian.loucks@glo.texas.gov</u>.

Coordinator:		
Check-in Site:		
County:		
Number of miles cleaned:	_	
Number of volunteers that checked	d in: :ni b	
HOW TO CALCULATE YOUR POUND	S (New calculation	ns from Ocean Conservancy!!!)
How many bags did you give out?		
# of 13 gallon bags used =(this size includes the yellow UP2U bags in		pounds
# of 5 gallon buckets used =	X 5 =	pounds
# of 30 gallon bags used:	X 15 =	pounds
Regular car-sized tires are calculated	d at 15-20 pounds.	
TOTAL POUNDS COLLECTED: try to get that number to me by noon on M	londay.)	(If you have your trash weighed off-site, please
Weird Finds		

**THANK YOU!** 



# Texas Adopt-A-Beach Program Cleanup Registration

Cleanup Date:

Cleanup Registration	Cleanup Site:
Texas General Land Office ◆ Commissioner Dawn Buckingham, M.D.  P.O. Box 12873 ◆ Austin, Texas 78711-2873	
<b>Liability Release</b> As a participant, or parent or guardian of a participant, the Texas Adopt-A-Beach Cleanup sponsored by the Texas General Land Office (GLO) and other sponsors and co-sponsors, I hereby release, discharge, and agree to hold harmless the State of Texas, the GLO, all sponsors and co-sponsors and their agents, employees, officers and successors from all liability, claims, or actions which I, my heirs, executors, administrators, or assignees may have or claim to have against any of them arising from any personal injuries sustained and other claims connected therewith; whether known or unknown, or injuries to other persons caused by or arising out of any action I might take relating to my activities while participating in the above program.	Photo Waiver In consideration of my participation in the above program, I hereby consent to and authorize the Texas General Land Office or its authorized agents to make, use, copy and distribute, for any publicity purpose and in any format or media (whether now existing or later invented), any and all photographs or video of my image or likeness that are taken while I am participating in the above program without further compensation. I assign all rights to such images, including without limitation electronic images, negatives, positives and prints, to the Texas General Land Office. I hereby acknowledge that I am 18 years of age or older, or the parent or guardian of a participant, and have read and understood the terms of this release.
	I have carefully read this release and understand all its terms. I sign it voluntarily and with full knowledge of its legal consequences.
Signature of Participant  (must be signed by parent or guardian if participant is under the age of 18)	



# **Site Coordinator Cleanup Supply Request Form**

Cleanup Date:  Coordinator Name(s):	Due back to Adrian:  (email to adrian.loucks@glo.texas.gov)
SUPPLIES	
# of trash bags (13 gallon):	Laminated safety cards:
	Community Service forms:
# of exam gloves*:	Paper Registration forms:
small	AAB Safety banner:
medium	AAB Logo banner:
large	CleanSwell banner:
extra-large	AAB backpacks
	AAB bandanas:
# of AAB work gloves*: (these are all cotton)	Hand sanitizer pumps:
small	Youth patches:
large	Thank you stickers:
extra-large (Noble Energy)	<u>-</u>
	Other:
*Exam gloves are packed 100 gloves per box (50 pairs).	PROMOTIONAL MATERIALS
*Work gloves are packed 12 pairs per bag.	# of cleanup postcards:
	# of cleanup posters:
Any other needs/comments?:	

# CONTACT ADOPT-A-BEACH

# **Adrian Loucks**

1-877-TXCOAST (892-6278) 512-463-5057 - Direct 512-694-1239 - Cell adrian.loucks@glo.texas.gov

# **Mailing Address:**

Texas General Land Office Adopt-A-Beach Program PO Box 12873 Austin, TX 78711-2873

# Shipping Address:

Texas General Land Office Adopt-A-Beach Program 1700 North Congress Avenue, Suite 340 Austin, TX 78701-1495

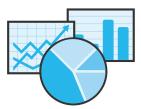
# VOLUNTEER OCEAN TRASH DATA FORM



Ocean and waterway trash ranks as one of the most serious pollution problems choking our planet. Far more than an eyesore, a rising tide of marine debris threatens human health, wildlife, communities and economies around the world. The ocean faces many challenges, but trash should not be one of them. Ocean trash is entirely preventable, and data you collect are part of the solution. The International Coastal Cleanup is the world's largest volunteer effort on behalf of ocean and waterway health.

# **HERE IS HOW IT WORKS:**









1 CLEAN UP TRASH & COLLECT DATA

2 ORGANIZE & ANALYZE DATA

3 PUBLISH RESULTS

4 INFORM SOLUTIONS & REDUCE OUR IMPACT

NAME:		EMAIL:		
CLEANUP SITE DESCRIPTION				
Type of Environment (choose one):		Mode of Data Collection (choose	se one):	
Saltwater (Ocean/Bay/Estuary)		Land (beach, shoreline or	inland)	
Freshwater (River/Stream/Lake)		Underwater		
Inland (No Water Body Present)		Watercraft (powerboat, s	ailboat, kayak or ca	noe)
SITE INFORMATION:				
Cleanup Site Name:				F VOLUNTEERS ON THIS CARD:
State or Province:	Zone or County:		adults	children (under 12)
Country:	Nearest Crossroad or Landmark:		]	
MOST UNUSUAL ITEM COLLECTED:		DATE OF CLEANUP:		

#### **GO PAPERLESS!**

Collect and record your data on Clean Swell!

Download the free app on your mobile device.



Google Play

#### Please return this form to your area coordinator.

If you are unable to do so, please mail or email it to:

Ocean Conservancy Attn: International Coastal Cleanup 1300 19th Street, NW, 8th Floor, Washington, DC 20036 cleanup@oceanconservancy.org

Trash Free Seas: www.oceanconservancy.org/cleanup Be a Green Boater: www.oceanconservancy.org/goodmate Sponsors: www.oceanconservancy.org/cleanupsponsors Clean Swell: www.oceanconservancy.org/cleanswell

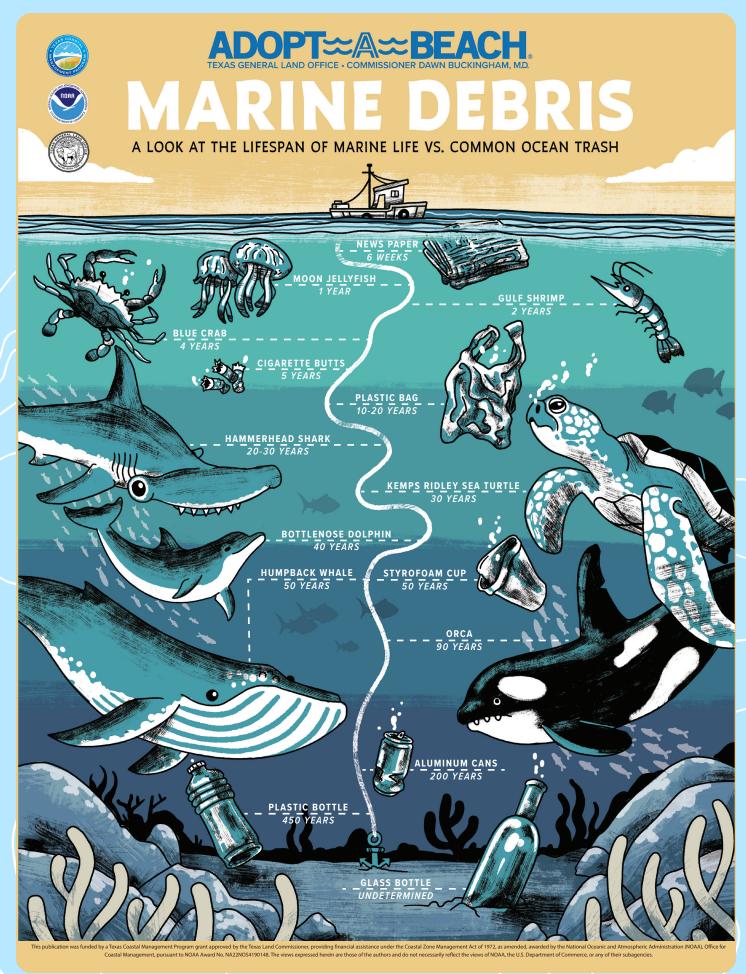


Updated 2021

# TRASH COLLECTED

Citizen scientist: Pick up all trash and record all items you find below. No matter how small the items, the data you collect are important for Trash Free Seas.®

EXAMPLE:  Plastic Bags:	= 8	Please DO NOT use words or check marks Only <b>numbers</b> are useful data.	s.
MOST LIKELY TO FIND ITEMS:	+		TOTAL #
Grocery bags (plastic):	=	Cups, plates (foam):	=
Other bags (plastic):	=	Cups, plates (paper):	=
Beverage bottles (glass):	=	Cups, plates (plastic):	=
Beverage bottles (plastic):	=	Food containers (foam):	=
Beverage cans:	=	Food containers (plastic):	=
Beverage sachets/pouches:	=	Food wrappers (candy, chips, etc.):	=
Bottle caps (metal):	=	Lids (plastic):	=
Bottle caps (plastic):	=	Straws/stirrers (plastic):	=
Cigarette butts:	=	Utensils (plastic):	=
FISHING & BOATING:	TOTAL #	ILLEGAL DUMPING:	TOTAL #
Line, nets, traps, rope, etc.:	=	Appliances:	=
Foam dock pieces:	=	Construction materials:	=
PACKAGING MATERIAL:		Tires:	=
6-pack holders:	=	OTHER ITEMS/DEBRIS:	TOTAL #
Foam packaging:	=	Balloons:	=
Other plastic bottles (oil, bleach, etc.):	=	Clothing:	=
Strapping bands:	=	E-cigarettes:	=
PERSONAL HYGIENE:	TOTAL #	Electronic waste (phones, batteries):	=
Condoms:	=	Footwear (shoes/slippers):	=
Cotton bud sticks (swabs):	=	Paper bags:	=
Diapers:	=	Tobacco products (lighters, cigar tips, wrap):	=
Gloves & masks (PPE):	=	Toys:	=
Syringes:	=	Other plastic waste:	=
Tampons & applicators:	=	Other waste (metal, paper, etc.):	=
OTHER ITEMS NOT LISTED:	TOTAL #	TINY TRASH LESS THAN 2.5CM	TOTAL #
t.	=	Plastic/foam pieces:	=
2.	=	DEAD/INJURED ANIMAL	
3.	=	Type of animal:	2.5cm
4.	=	Status: dead/injured Entangled: yes/no	(actual size)
5.	=	Type of entanglement item:	
CLEANUP SUMMARY (circle units)			
Number of Trash Bags Filled:  Weight of Trash Collected:	lbs/k	gs Cleaned: Miles/km Area Cleaned:	miles²/km²





Date:	
Dear:	
I am writing to enlist your support for the Adopt-A-Beach Cleanup on (DATE and TIM	<u>1E)</u> .
The Adopt-A-Beach cleanup program began in 1986 and is part of the Texas General Land Office. Our annual coastwide volunteer cleanup brings thousands of people to Texas coast to help clean our beaches and is one of the most successful and highly recognized volunteer programs in the state.	
I would like to invite you to become a sponsor of the ( <u>SITE LOCATION</u> ) site by donating funds or items for the day of the cleanup. Specifically, we are looking for the following kinds of donations: (INSERT LIST OF ITEMS).	_
We can acknowledge your donations in the following ways: (LIST OF SPONSOR BENE YOU CAN PROVIDE).	FITS
We would love to have your support in helping clean our beaches. Please let me kno you can help us with our cleanup. You can reach me at (YOUR EMAIL ADDRESS AND PHONE #).	w if
Sincerely,	
(YOUR NAME) Adopt-A-Beach Local Site Coordinator	

# STATEMENT REGARDING TAX STATUS

# GLO AND ADOPT-A-BEACH TAX ID# IS 74-6000108

Adopt-A-Beach is not a 501(c)3 nonprofit corporation. We are designated as a 170(c)1 because we are a program of the Texas General Land Office, a state agency. Donations to the GLO are tax deductible, it is just that the tax status of donations to state agencies is handled under section 170(c)1 of the IRC, rather than section 501(c)3. IRC section 170(c)1 states that charitable contributions to federal, state and local governmental entities are tax deductible so long as the donation is for a public purpose.

Texas Adopt-A-Beach is an all-volunteer beach cleanup program dedicated to keeping Texas beaches clean and educating our communities about the detrimental effects of marine debris on people and our environment.

The Texas General Land Office primarily serves the schoolchildren, veterans, and the environment of Texas. The agency does so by preserving our history, maximizing state revenue through innovative administration, and through the prudent stewardship of state lands and natural resources. The roles and responsibilities of the Texas General Land Office, and Adopt-A-Beach in particular, are described in the Texas Natural Resources Code, Chapters 31 and 61.

