



KEEP TYLER BEAUTIFUL

CAMPUS AFFILIATE PROGRAM





WHO WE ARE

Since 1995, Keep Tyler Beautiful has strived to make a difference in our community by working to educate and encourage citizens to actively participate in improving the sustainability and beauty of the City of Tyler.

We aim to encourage community beautification, waste reduction, and recycling activities. Our vision is to raise public interest in the general improvement of the community by planning, initiating, and coordinating programs for litter control, environmental sustainability, and beautification.

Keep Tyler Beautiful is proud to be affiliated with Bee City USA and supported, through our affiliation, on a national level by Keep America Beautiful and on a state level by Keep Texas Beautiful.

We were awarded the President's Circle Recognition Award by Keep America Beautiful in 2023. Keep Texas Beautiful was awarded the Governor's Community Achievement Award in 2020 and the Gold Star Affiliate Award annually since 2006.



WHAT WE DO

Keep Tyler Beautiful empowers people to care for the environment by providing community resources, education, and volunteer opportunities.

AREAS OF FOCUS

- **CLEAN** - Removing litter from neighborhoods, creeks, and public spaces in collaboration with the community while raising awareness about the negative impacts of litter.
- **BEAUTIFY** - Building vibrant sustainable communities by encouraging residents to beautify and restore public spaces by participating in service events.
- **RECYCLE** - Cultivating waste reduction practices within the citizenry in order to divert waste from landfills and transition to a zero-waste culture.
- **EDUCATE** - Leading presentations, service-learning projects, and awareness campaigns to nurture environmental consciousness within the community.
- **RECOGNIZE** - Honoring the most outstanding environmental efforts of individuals, schools, and organizations.



WHAT IS A CAMPUS AFFILIATE

Keep Tyler Beautiful wants to encourage sustainability and eco-friendly practices in Tyler for residents of all ages. Did you know that regularly engaging youth in recycling and other sustainable activities will increase the likelihood of them continuing green practices into adulthood by 75%?

Ecology and environmental clubs are a great way to energize students about taking care of the Earth and helping their community while learning about some of the most critical issues facing the planet in the 21st century. We want to help schools create new and strengthen existing green issue clubs by providing the recognition of the Keep Tyler Beautiful name and our resources.

Starting your club from scratch?

Let KTyB help you build your club from the ground up. We can assist by communicating with administration, building bylaws and missions/vision statements, recruitment, program and event development and other logistics.

Already have a similar club on campus?

Yay! We are so excited that your school has already taken steps to help us in the fight to protect the planet. KTyB can help grow your program, create events, provide education and help with volunteer opportunities.

CAMPUS REQUIREMENTS

Each campus must submit an application, so we can know where to help you get started. All campus affiliates will be required to have the following completed within the first year:

- Club must be named "Keep (YOUR CAMPUS NAME) Beautiful"
- At least one full-time staff member to serve as Liaison to student group
 - Depending on the age group, level of staff involvement may vary
 - Staff member will be the point of contact for KTyB. They will be responsible for completing any paperwork and updating affiliate information.
- For middle school, high school and college affiliates, at least one active member must be on the Keep Tyler Beautiful Youth Advisory Committee (YAC)
 - Applications are accepted from May - August
 - Must attend monthly meetings and complete 16 hours of volunteer service annually either on their campus or with YAC.
- Club must establish a mission statement (1-3 sentences on the purpose of the club)
- Club must host regularly scheduled meetings
 - These can be at any regularly scheduled intervals (weekly, monthly, etc.)
- Club must host at least two of the following events per year:
 - Recycling Event
 - Litter Cleanup Event
 - Beautification Event
- Club must submit event summaries with relevant data to Keep Tyler Beautiful

AFFILIATE RECOGNITION

GOOD STANDING

Each affiliate must complete the following annually to remain in good standing:

- At least one full-time staff member to serve as Liaison to student group
 - Depending on the age group, level of staff involvement may vary
 - Staff member will be the point of contact for KTyB. They will be responsible for completing any paperwork and updating affiliate information.
- For middle school, high school and college affiliates, at least one active member must be on the Keep Tyler Beautiful Youth Advisory Committee (YAC)
- Club must host regularly scheduled meetings
- Club must host at least two of the following events per year:
 - Recycling Event
 - Litter Cleanup Event
 - Beautification Event
- Club must submit event summaries with relevant data to Keep Tyler Beautiful

SILVER STAR

Each affiliate must complete everything listed above, plus the following to receive Silver Star status:

- For middle school, high school and college affiliates, at least **two** active member on the Keep Tyler Beautiful Youth Advisory Committee (YAC)
- Club must host at least one of each of the following three per year:
 - Recycling Event
 - Litter Cleanup Event
 - Beautification Event
- Club must adopt their campus through the KTyB Adopt-a-Spot program and complete at least one on campus litter cleanup per quarter (every three months)
 - This can count towards your campus' litter cleanup event requirement. But will only count as one event.

GOLD STAR

Each affiliate must complete everything listed above, plus the following to receive Silver Star status:

- Club must have at least one of the following programs at their school:
 - Campus-wide recycling program
 - Student gardening program
 - Beekeeping program
 - Other mission-based program with prior approval from KTyB
- Club must participate in at least one KTyB event each year:
 - Great Tyler Cleanup (March/April)
 - Bee Day in the Garden (June)
 - Park Service Day (September)

AFFILIATE SIGNAGE

- Each approved affiliate group will receive:
 - One road sign installed near their campus. (Adopt-a-Spot participants will receive an additional sign)
 - Campus listed on Keep Tyler Beautiful website
 - One press release from the City of Tyler and at least one Facebook post
 - Silver Star and Gold Star affiliates will receive a certificate and award annually
 - The top performing affiliate group at each education level will receive a KTyB Environmental Award annually



Campus Affiliate Sign Example



Adopt-a-Spot Sign Example



Campus Affiliate Program Application

Campus Name: _____

Physical Address: _____

Mailing Address: _____

School Representative Name: _____

Job Title: _____

Phone Number: _____ Secondary Phone: _____

Email Address: _____

School Information

Grade Levels on Campus: _____ Student Population: _____ Staff Population: _____

Student Demographics: _____

Campus Acreage: _____ Does your campus already have a similar club/org.? _____

Why does your campus want to become a KTyB Campus affiliate? _____

How can KTyB assist with starting/building your program? _____

Do you currently have any students on the KTyB Youth Advisory Committee? *Elementary schools may answer N/A.* _____

Please list any current mission-based sustainability events/programs at the campus? _____

Please list which events and/or programs your affiliate group will be planning this year? _____

Campus Affiliate Liaison

Liaison Name: _____

Job Title: _____

Phone Number: _____ Secondary Phone: _____

Email Address: _____



Campus Affiliate Program Application

Keep Tyler Beautiful (KTyB), an entity of the City of Tyler recognizes the need and the desirability of youth engagement in sustainable practices and is entering this agreement with (School's Name) _____, herein after referred to as "Campus", to partner up and contribute toward this effort.

Program Requirements

All campus affiliates will be required to have the following completed within the first year and must maintain throughout affiliation to remain in good standing:

- Club must be named "Keep (YOUR CAMPUS NAME) Beautiful"
- At least one full-time staff member to serve as Liaison to student group
 - Depending on the age group, level of staff involvement may vary
 - Staff member will be the point of contact for KTyB. They will be responsible for completing any paperwork and updating affiliate information.
- For middle school, high school and college affiliates, at least one active member must be on the Keep Tyler Beautiful Youth Advisory Committee (YAC)
 - Must attend monthly meetings and complete 16 hours of volunteer service annually either on their campus or with YAC.
- Club must establish a mission statement (1-3 sentences on the purpose of the club)
- Club must host regularly scheduled meetings
- Club must host at least two of the following events per year:
 - Recycling Event
 - Litter Cleanup Event
 - Beautification Event
- Club must submit event summaries with relevant data to Keep Tyler Beautiful
- Any participants 15 years of age or younger should be supervised
- Before any litter cleanups, review all safety laws and regulations laid out in this agreement and abide by them during all cleanups.
- Prior to litter cleanups, Campus will notify KTyB of the planned date to receive required supplies (gloves, trash bags, vests and litter grabbers). Please give at least 3 business days' notice. Supplies are limited and available on a first come, first served basis.

Keep Tyler Beautiful reserves the right and will remove the campus' affiliation status if the campus does not return supplies or meet the requirements agreed upon in herein.

The agreement will be for a term of two years and will automatically be renewed upon good standing or higher.



Campus Affiliate Program Agreement

General Conditions

The Campus acknowledges that KTyB is generally prohibited by law from expending any funds, directly or indirectly, for the purpose of influencing the outcome of any election or the passage or defeat of any legislation, and the Campus agrees if any actions by the Campus relative to the performance of this agreement are determined to be contrary to any legislative restrictions or activities, KTyB shall have the right to take any and all necessary remedial actions, including but not limited to, the removal of the erected signs displaying the Campus' name or acronym.

If in the sole judgment of KTyB, it is found that the campus affiliate is not meeting the terms and conditions of this agreement, upon 30 days' notice, KTyB may terminate the agreement and remove the signs. This agreement may be modified in scope or altered in any other manner at the sole discretion of KTyB and the City of Tyler. KTyB reserves the right to modify or cancel the program at any time, and for any reason at the sole discretion of KTyB and the City of Tyler.

KTyB and the Campus both recognize and agree that in no event, shall KTyB have the right to control the Campus affiliate in performing the actual details of the group, the Campus and their affiliate group shall act as an independent group. The Campus acknowledges that it is an independent Contractor at all times and is not considered to be an employee of the City of Tyler for any purpose whatsoever. The Campus agrees it alone is responsible for all of its officers, agents, employees, members, participants, volunteers, invitees, and visitors during the performance of this Agreement. Nothing in this Agreement creates a partnership or joint venture between the parties.

The Campus agrees that it shall at all times exercise reasonable precautions for the safety of its operations and its participants, as well as their property, in the performance of this Agreement. It is expressly understood and agreed that City of Tyler or KTyB shall not be liable or responsible for the acts, omissions or negligence of the Group, its officers, agents, employees, members, participants, volunteers, invitees, and visitors. Nothing herein shall be construed to create a duty owed by Team to third persons where no such duty exists by law.

The Campus agrees to indemnify and hold harmless and defend the City of Tyler (CITY), its directors, officers, agents and employees from and against all liability for any and all claims, liens, suits, demands and damages of every kind for injuries to or death of any person or persons, loss of use, damage or destruction to property, and expenses including court costs and attorney's fees and other reasonable costs, arising out of or attributed directly or indirectly to the operations and activities of the Campus or Campus affiliate, its officers, agents, employees, volunteers, or visitors hereunder. However, nothing in this Agreement shall be construed as obligating Campus to indemnify CITY for the negligence of CITY or its directors, officers, agents and employees whom Campus has no right of control. The Campus's indemnification obligation provided herein shall survive the expiration or termination of this agreement.



Campus Affiliate Program Agreement

Safety Rules & Regulations

Safety First! We want you to help us keep Tyler beautiful without putting anyone, including yourself, at risk. Please review these guidelines before any cleanup or beautification event with affiliate members or other students, staff, or participants:

- Wear closed-toe, thick-soled shoes that are comfortable for walking.
- Wear appropriate clothes for the weather, protect yourself from the heat, cold, harmful plants bugs and other animals.
- Use the gloves provided by KTyB or bring your own, if performing a litter cleanup.
- DO NOT pick up any littered items with your bare hands.
- Always wear the safety vest provided by KTyB or highly visible clothing if you are cleaning in or near a right of way.
- Work in teams especially with younger children.
- Never work with your back facing the traffic.
- Be aware of poisonous plants, wildlife, and other hazards in the area.
- Provide hydration for your participants; water and sports drinks are good choice but avoid soft drinks.
- DO NOT pick up any items that appear hazardous (broken glass, needles, animal remains, etc.).
- Notify proper campus staff member of these items to be removed.
- Do not attempt to remove any large/heavy items.
- Schedule any cleanups during lower traffics times such as early weekend mornings.
- DO NOT consume any alcoholic beverage or mind-altering substance while performing a litter cleanup.
- If any graffiti is observed at your location, please send a picture to KTyB.
- For plantings, painting or other beautification events, be sure to bring all required safety equipment to perform tasks. (i.e. ladders, tools, PPE, etc.) If proper tools are not provided, do not attempt tasks.
- Ensure access to restrooms and shelter in case of severe weather.
- For outdoor events or cleanups, create in inclement weather plan that includes a reschedule date or an indoor alternative.
- At no point should students be left alone without an approved supervisor. Exceptions should only be acceptable with the written consent of the Campus.

It is the responsibility of the Campus to ensure that all safety rules and regulations are followed.



Campus Affiliate Program Agreement

Contract

KTyB recognizes the signing Campus as a Keep Tyler Beautiful Campus Affiliate to be known henceforth as Keep (*Campus Name*) _____ Beautiful. The Campus will be responsible for all reporting and communicating any changes or support needs to KTyB. The agreement is for a two-year period starting _____, 20____ and ending _____, 20 ____.

This campus agrees to all terms and conditions laid out in this contract and will abide by all rules.

Campus Name: _____

School Representative

Name: _____

Signature: _____

Date: _____

Campus Affiliate Liaison

Name: _____

Signature: _____

Date: _____

Email this completed agreement to ktyb@tylertexas.com or mail a signed copy to:

Keep Tyler Beautiful
1718 W. Houston St.
Tyler, TX 75771

Keep Tyler Beautiful Contact:

Erin Garner

egarner@tylertexas.com

Cell: 903-258-2270 Work: 903-531-1335

KTyB Approval:

Name: _____

Title: _____

Signature: _____

Date: _____