

**Be sure to thank our sponsors!**

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

**2022-2027 investment:**  
\$53,000 per year to purchase bags statewide



**ALPAR 2025  
Youth Litter Patrol  
(YLP) application**



**Applications due April 1<sup>st</sup>**

**ALPAR**

PO Box 200393  
Anchorage, AK 99520



**2025 investment:**  
ALPAR seed money match (\$25,000)

**DUE: April 1st**



## 2025 ALPAR Youth Litter Patrol (YLP)

### Grant application & vest request form:

- 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. 1<sup>st</sup> to remain eligible for ALPAR grants and bags.
- *Do not skip any sections below = doing so will delay application processing.*

Organization applying: \_\_\_\_\_

CU#: \_\_\_\_\_ Organization type:  tribal  non-profit  other (explain): \_\_\_\_\_  
Don't know your CU# (Customer number)? text ALPAR at 907-215-4998 with your organization name and we will text it 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 or by the hour 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 2025 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/river/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*

## 2025 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)



# 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	Ken+ 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

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

Rate of Pay: 16.00  
Notes:

## Example of Supervisor & youth wages and hours

2022 ALPAR Youth Litter-Wage						
Name	Supervisor Darius \$22.50	Youth \$12.50	Youth \$12.50	Youth \$12.50	Youth \$12.50	
Total Hours	8	8	8	8	8	
Rate of Pay	22.50 Supervisor	12.50 Youth	12.50 Youth	12.50 Youth	12.50 Youth	
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	<del>WINDY HOUSE BUNS</del>	77.0	87.00	4.0	33.0	120.00	\$1,200.00	19	2	21	260
4/4/ & 4/6	1740	<del>SPRINGERS CLUB</del>	50.0	148.00	3.0	8.0	156.00	\$1,200.00	35	1	36	430
4/3/2022	1743	<del>ONE LIFE ONE</del>	50.0	100.00	2.0	4.0	104.00	\$1,200.00	20	1	21	300
4/4/ & 4/6	1742	<del>BEAT THE PEST CONTROL</del>	50.0	100.00	4.0	8.0	108.00	\$1,200.00	50	5	55	240
4/14/2022	1746	<del>YOUTH TRACK &amp; FIELD</del>	48.0	96.00	5.0	10.0	106.00	\$1,200.00	22	8	30	
4/15/2022	1747	<del>ADOLESCENT MONTESSORI</del>	28.0	42.00	5.0	7.5	49.50	\$594.00	4	2	6	86
5/27/2022	1748	<del>WINDY HOUSE BUNS</del>	52.0	52.00	1.0	3.0	55.00	\$660.00	15	2	17	105
5/29/2022	1749	<del>GREEN HANDS OF THE VALLEY</del>	14.0	14.50	5.0	5.5	20.00	\$240.00	12	1	13	105
9/6-9/7	1800	<del>WINDY HOUSE BUNS</del>	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				
<b>Totals:</b>			<b>473</b>	<b>819.50</b>	<b>36</b>	<b>90.0</b>	<b>909.5</b>	<b>\$8,694.00</b>	<b>197</b>	<b>22</b>	<b>219</b>	<b>1,776</b>

# 2025 ALPAR Youth Litter Patrol (YLP) – Final Report



- Final Reports and checks for any unused ALPAR grant funds must be received by **October 1, 2025**
- 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: \_\_\_\_\_

**The information provided below is being completed by:**

Printed name: \_\_\_\_\_ Phone: (907) \_\_\_\_\_

Title: \_\_\_\_\_ e-mail: \_\_\_\_\_

**Both sections below must be tracked and filled out completely – leave no line empty (write zero if necessary).**

Mandatory in 2025: collection stats:	Mandatory in 2025: show how grant funds were spent:				
YLP start date:					
YLP end date:					
# of youth who participated:		Youth wage per hour: \$	x	total youth hours:	= \$
# of supervisors who participated:		Supervisor wage per hour: \$	x	total supervisor hours:	= \$
Total # of litter bags collected:		Rate paid per bag: \$	x	total number of bags:	= \$
Total # of bags of cans collected:		Whether paying by the bag or by the hour, you are required to attach documentation as to how you arrived at your totals (ie sign in sheets, spreadsheets showing wages spent or number of bags collected per youth).			Total from above: \$
Miles of beach cleaned (aggregate):					ALPAR grant in 2025: - \$
Miles of road/paths cleaned (aggregate):		<input type="checkbox"/> YES: I have included documentation <input type="checkbox"/> NO: I understand I may be asked to refund all or a portion of the grant			Funds due back to ALPAR: \$
Miles of river cleaned (aggregate):					*Reason not all funds used:

This year's YLP program is sponsored by:





## ALPAR programs

🍃 get information

🍃 get involved

### **Volunteer Community Cleanup:** snow-free months (statewide)

Volunteers all over the state pitch in to help clean up their communities every spring. ALPAR supplies up to 200,000 free bright yellow cleanup bags to 160 communities across Alaska every year. Since 1990, we've given away over 3 million bags to help clean up Alaska.

### **Adopt-a-Pathway:** snow free months (Anchorage only)

ALPAR volunteers adopt pathways (ie paved bike & walking paths) along state-maintained roads in Anchorage and keep them free of litter. Adopters agree to three-year commitments caring for 1-2 miles of trail; minimum of three cleanups per summer.

### **Can-Do Kids:** year-round (Anchorage only)

Kids can do a great job of recycling! School-age kids earn pocket money and prizes when they turn in aluminum cans at the Anchorage Recycling Center, 6161 Rosewood St., Anchorage, AK.

### **Christmas Tree Recycling:** late-December through mid-January (Anchorage, Eagle River, Palmer)

Christmas trees dropped off in designated areas at select Carrs/Safeway are recycled into wood chips for local trails. Trees must be free of all lights, decorations and not in a bag; live trees only; no wreaths.

### **Flying Cans/Flying Bottles:** year-round (rural Alaska, non-governmental entities only; one per community)

Entities collect aluminum cans or plastic beverage bottles bound for recycling. Community must be off road system, without solid waste aluminum can collection options or ability to move cans via river/port. Local air carrier must link to a Northern Air Cargo facility in either Fairbanks or Anchorage and be willing to transport to the facility.

### **Youth Litter Patrol:** snow-free months (statewide)

ALPAR funds organizations, which in turn oversee youth who help rid communities of litter and remind everyone to dispose of litter properly. Sponsoring organizations are responsible for supervision, scheduling, record keeping, insurance and filing a final report with ALPAR (*ALPAR does not accept applications from individuals*).



[www.alparalaska.com](http://www.alparalaska.com)

text: 907-215-4998