

## **Elkhart County Leaf Collection Competition 2020 Rules, Guidelines, and Helpful Tips**

- **COVID-19 Safety Notice:** *COVID-19 is still a cause for concern in Elkhart County. In addition to following all mandates and recommendations from state and local authorities, we encourage you to take the following measures to mitigate the risk of spreading COVID-19 over the course of the leaf collection competition:*
  - *Wearing a mask at all indoor areas open to the public, and outdoor areas where a distance of 6 feet cannot be maintained from individuals outside your household.*
  - *Washing your hands regularly or using hand sanitizer when soap and water are not readily available.*
  - *Socially distancing from individuals outside your household.*
  - *Sanitizing shared equipment, and using your own equipment as much as possible.*
  - *Not participating in this year's competition if you are a part of a vulnerable population, or frequently come into contact with vulnerable populations.*
  - *If you are feeling unwell, we suggest you seek medical attention and stay home for the duration of your illness and for 48 hours after symptoms subside.*

### 1. Sign up

- There are two eligibility criteria for groups participating in the Elkhart County Leaf Collection Competition: (1) the group must not be affiliated with a for-profit business, and (2) the primary contact person must reside in Elkhart County.
  - Helpful tip: Are you unsure if your group is eligible to participate? Email Allison at [a.egan@en-focus.org](mailto:a.egan@en-focus.org) to discuss.
  - Helpful tip: There is no limit to the size of your group. If your group is small, consider collaborating with other groups so you can collect a larger quantity of leaves.
- All members of the group must be participating in a volunteer capacity; they CAN NOT receive compensation for their participation in the competition.
- There is no entry fee to sign up or to participate in the competition.
- The sign up sheet (page 5 of this document) must be completed and return emailed to [a.egan@en-focus.org](mailto:a.egan@en-focus.org) between August 10, 2020 and September 18, 2020. Alternatively, the sign up sheet may be completed electronically by visiting <https://tinyurl.com/2020leafcompsignup>. The competition is limited to 25 groups, first-come first-served. After you complete the form, we will email you either confirming or declining your participation in the competition.
  - Helpful tip: DO NOT submit your form before August 10. We won't look at it and you won't be a part of the competition! Submit your forms on or after August 10 to be signed up.
  - Helpful tip: Make sure your designated "contact person" is over 18 years old.
  - Helpful tip: The sign up form asks if you'd like us to include your email on the Elkhart County SWMD Web site. This might help you identify homeowners who want their leaves collected as part of the competition. If you aren't comfortable with having your personal email on the site, consider making a new email address specifically for the competition.

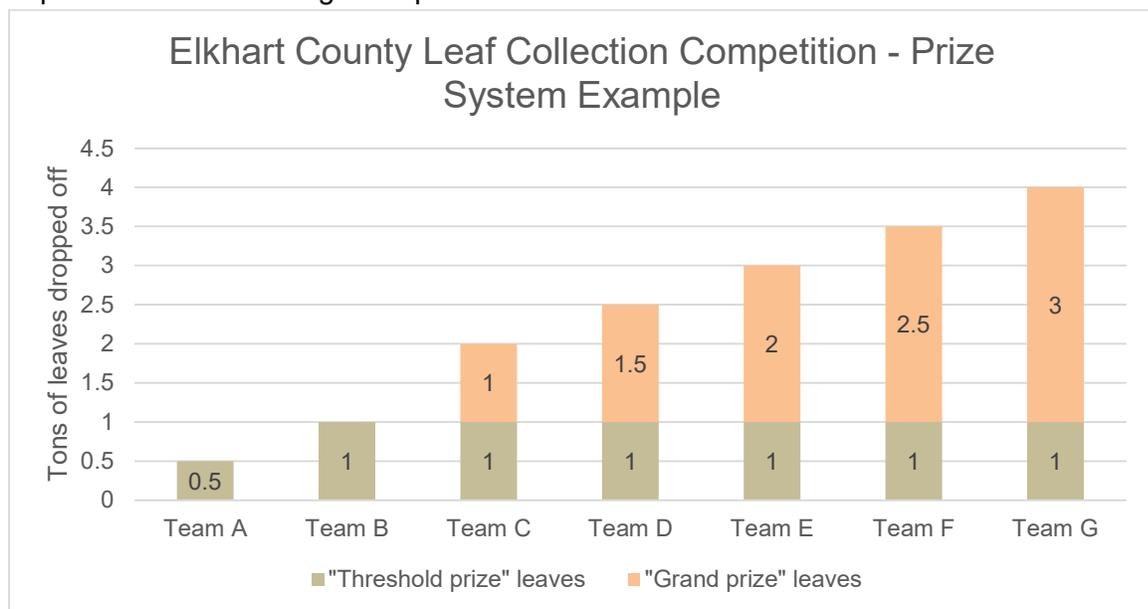
### 2. Collect leaves

- Groups can collect leaves from any resident located in unincorporated Elkhart County. Groups should NOT collect leaves from incorporated areas of Elkhart

County where leaf collection is already provided (including the City of Elkhart, City of Goshen, City of Nappanee, Town of Bristol, Town of Middlebury, Town of Millersburg, and Town of Wakarusa). Any groups found collecting leaves from incorporated areas will be disqualified from the competition and will not receive any prize.

- Helpful tip: Are you unsure if a property is incorporated or not? Look at our printable or online competition map (page 9 of this document) to be sure! Also, before you collect leaves from a property, ask the property owner if their municipality provides leaf collection services.
    - Helpful tip! Use your network of family and friends to identify residents that might welcome help collecting leaves.
  - Groups may NOT charge property owners or accept payment for their work. Additionally, groups may NOT pay property owners for leaves. Any groups found charging property owners, accepting payment for their work, or paying for leaves will be disqualified from the competition and will not receive any prize.
  - Before collecting leaves, groups are required to get approval from the property owner and complete the other fields on the “Property Information Form” (page 6 of this document). Any groups that DO NOT receive approval from property owners before collecting leaves are trespassing, will be disqualified from the competition, and will not receive any prize.
    - Helpful tip! Groups could have property owners fill out the “Property Information Form” in advance, saving time during the leaf collection visit.
  - Groups can collect leaves using whatever method they see fit (raking, blowing, curbside pickup, etc).
3. Bring collected leaves to the Elkhart County Landfill to be weighed
- The official competition dates will be from September 21, 2020 to December 11, 2020. Leaves dropped off at the landfill on one of the official dates, before 4:30pm on weekdays and before 11:30am on Saturdays, will contribute toward your group’s collection total (“Collection Total”). Leaves dropped off at the landfill at any other time will not contribute toward your group’s Collection Total.
    - Helpful tip: The Elkhart County Landfill is located at 59530 County Road 7, in Elkhart. The Landfill is not open on Thanksgiving Day.
  - You MUST arrive no later than 4:30pm on weekdays, and be unloaded and out by 5:00pm. You MUST arrive no later than 11:30am on Saturdays, and be unloaded and out by 12:00pm. If you arrive or depart later than these times, the leaves you drop off will NOT be counted toward your group’s collection total.
  - When arriving at the landfill window, be sure to state that you are participating in the leaf collection competition and the name of your group. Also, give the landfill staff member your completed Property Information Forms.
  - Place loose leaves in the public leaf pile as directed by landfill staff. Landfill staff will weigh your vehicle when entering and leaving the landfill, and will record the weight of the leaves in a spreadsheet.
    - Helpful tip: Be sure to follow all instructions from landfill staff. They are here to help!
  - Only leaves shall be dropped off at the landfill’s leaf pile. Any groups found leaving bags at the landfill, or dropping off significant quantities of other waste, will be disqualified from the competition, and will not receive any prize.

4. At the end of the competition, fill out a feedback form
  - Feedback forms will be emailed to the contact person designated on your sign-up form before the competition begins
  - Please fill out feedback forms honestly and thoroughly. It will help us to make the competition better in the future!
    - Helpful tip: Don't procrastinate. Consider filling out the feedback form as you go.
  - The feedback form (pages 7-8 of this document) must be completed and return emailed to [a.egan@en-focus.org](mailto:a.egan@en-focus.org) on or before December 18, 2020. Alternatively, the feedback form may be completed electronically by visiting <https://tinyurl.com/2020leafcompfeedback>. Groups who do not complete and return feedback forms by this date will be disqualified from the competition, and will not receive any prize.
5. Receive your prize
  - All participating groups that comply with competition rules and drop off at least 1 ton of leaves ("Threshold Amount") will receive a "threshold prize" of \$500.
  - Groups whose Collection Totals exceed the Threshold Amount, will have their excess leaves counted toward the "grand prize." Groups exceeding the Threshold Amount will receive a pro rata share of the "grand prize" (\$50,000 minus funds distributed as threshold prizes) based on their percentage of leaves, collected during the competition, that exceed the Threshold Amount, as further explained in the following example:



- The chart above provides an example of how the prize system works:
  - Because Team A did not drop off 1 ton of leaves, they do not receive any prize.
  - Because six groups (Teams B, C, D, E, F, and G) dropped off at least 1 ton of leaves, they each receive the threshold prize of \$500. The remaining grand prize to be divided is \$47,000 (\$50,000 – (\$500 x 6)).

- Because Teams C, D, E, F, and G dropped off an excess of leaves (more than 1 ton), they each additionally receive a portion of the grand prize.
  - Team C collected 10% of the excess leaves, so they receive 10% of the grand prize (\$4,700).
  - Team D collected 15% of the excess leaves, so they receive 15% of the grand prize (\$7,050).
  - Team E collected 20% of the excess leaves, so they receive 20% of the grand prize (\$9,400).
  - Team F collected 25% of the excess leaves, so they receive 25% of the grand prize (\$11,750).
  - Team G collected 30% of the excess leaves, so they receive 30% of the grand prize (\$14,100).
- Any prize money a group earns will be paid to the contact person listed on the sign up form, and mailed to the address listed on the sign up form, before January 29, 2021.