



NEIGHBORHOOD PROGRAMS
City of Chandler

Dear For Our City Day Volunteer!

Thank you so much for dedicating your time to the **13th annual For Our City Day on Saturday, October 21**, beginning at 6:30 a.m. In this email, you will find all the details you will need to have an amazing day of service, celebration, and fun. If you have any questions, please do not hesitate to reach out to either Priscilla Quintana (480.782.4348) or Tawna Mower (480.782.4362), prior to noon on Thursday, October 19, 2023, as after that day/time we will be out in the neighborhood helping with deliveries, and doing other physical prep and no one will be available to take your calls.

Here is a map of the event including projects, restroom facilities, parking, and other points of interest: [FOCD Volunteer Event Map](#)

CHECK-IN:

Project Leaders Only: During your supply and tool pick-up, you will be issued a special entry sign to display on your dashboard, allowing you to drive your vehicle to the check-in area and park in the neighborhood. Check-in is at **CTA Humphrey School**, located at 125 S. 132nd St, Chandler, AZ 85225 beginning at **6:30 a.m.** During check-in you will receive a QR Code and raffle tickets to take back so **all** other volunteers at your site can **CHECK-IN** before beginning your project. You will also receive a folder with a copy of all important maps and information (shuttle routes, restroom/dumpster locations, project summary page, etc). **If you have ANY questions or require additional assistance**, you will be asked to move to the information area, located in the north parking lot, where staff will be ready to assist you.

Volunteers already signed up for a specific project #: Please park in one of the designated event parking areas and take the shuttle to your project site. You are welcome, and encouraged, to walk to your project if in close proximity to the parking area. Please see the map. ***Please wait for your Project Leader to arrive before you begin working. Do not*** come to **CTA Humphrey School** as we will be giving your project lead all of your items.

Walk Up Volunteers (NOT already signed up for a specific project):

Must check-in at the For Our City Day **information area**.

If you do not know your project number, please contact your Project Leader ahead of time or email tawna.mower@chandleraz.gov. If you get to the event and still do not know your project number, please park and take the shuttle to the **Information Area** and staff can assist you. Each project will have a yard sign signifying the project number and the group/team(s) working on the project, so it will be easy to identify your project.

ALL Volunteers MUST scan the QR code the morning of the event to let us know that you are participating. The QR code will be brought to your site by the Project Leader on the morning of the event. Please be sure to scan the code and be counted!

****For the first time, this year we will be having a contest and an award for the project group with the highest percentage of volunteers checked in via the QR code! The winner will be announced during the Celebration in the Park (San Tan Park)! All volunteers should check in by 10 a.m. to be considered for this award.***

Project Leads before you begin your project, please take a few minutes to huddle with your group, discuss the scope of work, and plan your morning accordingly. All projects will be completed before the event ends. Take this time to ask your volunteers to check in using the QR code. Hand every volunteer who checks in a raffle ticket for a chance to win a prize. Raffle tickets will be collected during the Celebration in the Park at the Neighborhood Programs booth.

Parking:

(please see map link above)

Volunteers will be asked to park in one of two designated parking lots located at:

***Congregational Church of the Valley
240 S Cooper Rd, Chandler, AZ 85225***

***Faith Church of the Valley
2125 E Chandler Blvd, Chandler, AZ 85225***

Please be respectful of these properties and of any directions/signage posted, as well as parking attendants, etc. These church groups have graciously allowed us to use their parking (and restroom) facilities and we so appreciate them, let's show them!

We strongly encourage you and your team to carpool to ease traffic congestion. We will not have volunteer parking in the neighborhood. **Shuttle buses** will provide rides to project sites and these parking lots.

We ask that volunteers NOT park on the neighborhood streets of Colonia Coronita, as we do not want to negatively impact the residents and create traffic issues. Only Project Leaders with the correct dashboard sign (provided by Neighborhood Programs) will be allowed and are strongly encouraged to park their vehicle at the project site, in case a need arises for a quick run to a restroom in between shuttle runs, and to transport tools back to the tool trailer as needed.

What to wear:

We are asking all **City** employees to wear the light purple For Our City Day event shirt. Non-City volunteers will receive a dark purple For Our City Day event shirt. You may also wear a shirt that represents your group or organization if your group has one. We would love the neighborhood and other organizations to see all the different groups that are supporting such an impactful effort!

Closed-toed shoes are a must, we want everyone to be safe! Even though it is October, we can still experience cool mornings but really warm afternoons and we ask that you are prepared. Please consider what types of jobs you will be helping with and what you will need/want and then plan accordingly with a jacket, hat, sunglasses, sunscreen, etc, and bring a water bottle. Water will be provided but we do encourage everyone to bring a water bottle.

What to bring:

All materials, tools, and supplies that are needed to complete the projects will be at your project site on the morning of the event. If there is a tool that you would like to ensure you have extra of, please bring it. If you have a favorite tool of some sort and feel that you will need it, please bring it. Please bring your own work gloves if you'd like to have them, as we may have some extra available but not guaranteed that there will be enough for all volunteers. Snacks will be provided but it is always best to be prepared so we encourage you to bring whatever you need for the day.

Please note that you are responsible for any tools or items you bring to the event. If you borrow ladders or other tools from the homeowner, please be sure to return them before you leave the project site.

NEW this year:

Once you have completed your project, Project Leads will contact their assigned Code Inspector for check-out and a group picture.

If you finish before noon:

We kindly ask that if your project is completed before noon, and your Project Lead, or Code Inspector, asks for additional support at other project sites, you will consider it. If they ask, most likely, your help is needed.

Post Project Festivities:

After your group has checked out, a group picture has been taken and your site is cleaned up, we ask that you please:

LOOK LEFT, LOOK RIGHT on your street,
to see if there are other projects you can help complete.

Once the projects are all done, head over to the fun-filled **Celebration in the Park (San Tan Park), located 2301 E. Frye Rd.** from 12:15-2 pm. There will be **FREE** food, entertainment, resource fair/job fair, prizes, etc for **EVERYONE!** We want to celebrate you all the work that has been accomplished, along with the residents who gave us the opportunity to come and serve their neighborhood! We hope you will join us and encourage neighborhood residents to attend as well.

We encourage you to post any images of yourself and your group on social media. Please tag us at City of Chandler and use the hashtags **#ForOurCityDay** and **#LoveChandler**.

On behalf of the Neighborhood Programs Team, we extend our heartfelt gratitude for the many hours you have spent with us during the planning meetings, neighborhood tours and your participation in yet another incredible For Our City Day. If you have any questions, comments, or concerns, please feel free to reach out to Priscilla at 480-782-4363 or Tawna at 480.782.4362.

Gratefully,

Neighborhood Programs