



Community Group Outreach Application 2019 - 2020

I. Contact Information

Organization Name: _____

Primary Contact Name: _____

Phone #: () _____ home () _____ cell () _____ work _____

Preferable contact hours/time: _____ a.m. p.m.

Email Address: _____

Mailing Address: _____

City: _____ State: CA Zip Code: _____

Has CVSan made a presentation at your organization in the past? Yes No

If yes, when and what items were discussed? _____

II. Meeting/Event Information

Event Date: _____

Event Start Time: _____ a.m. p.m. Event End Time _____ a.m. p.m.

Amount of speaking time allocated: _____

Location: _____ indoor outdoor

If staff unavailable to attend, do you have an alternate date? Yes No

Alternate Date: _____

Event Start Time: _____ a.m. p.m. Event End Time _____ a.m. p.m.

Location: _____ indoor outdoor

Please describe parking options for CVSan staff: _____

Number of attendees? 1-25 26-50 51-100 100-200 Over 200

Number of CVSan residents: _____

Will a microphone/speaker be provided? Yes No

Will a screen and inputs/plugs for CVSan equipment (laptop, speakers, and projector) be provided? Yes No

III. Presentation Topics

General CVSan Operations Overview

Wastewater Topics

- Construction Projects: Center Street and Capital Improvement Projects
- Sewer Mains & Wastewater Treatment: How Can I Make a Difference?
- Private Sewer Laterals: How Can I Keep My Home's Plumbing Maintained?
- Private Sewer Lateral Program

Zero Waste Topics

- Earth Day Clean-Up
- Recycles Day
- Green Ribbon School Program & School Recycling Programs
- Go for Zero (Waste) to Reduce Climate Change (2019-2020 Theme)
- Recycling Programs: Business Single-Family Multi-Family
- Used Motor Oil Recycling
- Zero Waste and the 4Rs: Reduce, Reuse, Recycle & Rot
- Other: _____

Is your organization interested in expanding its recycling programs? Yes No

Please describe what you plan to do (outreach) with the information CVSan presents.

IV. Select which of the following brochures, guides, or promotional items you would like CVSan to provide. Please note that some items are date-sensitive and may not be available.

- Guides: Commercial (Business) School Residential Multi-Family
- Zero Waste Characters Activity Book
- Donation & Supply Request Form
- Used Oil: DVD Funnels Shop Rags
- Brochures: Call Us First Easements Commercial Fats, Oils, and Grease

VI. Please submit your request at least one month prior to the requested speaking date. Staff will contact you regarding your application within two weeks of receipt of you request.

Disclaimers: An application does not constitute that CVSan will provide a speaker. First come, first served, based on request. Speaking engagements are intended for Castro Valley residents/businesses/groups. Preference may be given to groups with a higher percentage of CVSan attendees. CVSan may request your participation in a follow-up survey.

The above information is correct to the best of my knowledge.

X _____ (Signature) _____ (Date)

For CVSan Office Use Only:

Number of CVSan attendees: _____

Staff Available: Yes No

Staff Presenter: _____

Approved Rejected Reason (if rejected): _____

By: _____ **Signature:** _____ **Date:** _____

Phone Response by: _____ **Date:** _____

Written Response Sent Via: U.S. Mail Email Fax

By: _____ **Date:** _____

Notes: _____

Brochures/ Guides/ Promotional Item Handouts gathered by: _____

Presentation Outline by: _____