



## **Season to Save Community Challenge Fall 2008 Time-Lines**

There will be one Season to Save sign-up time period for the Fall 2008 Season to Save Community Challenge. The dates listed are the times when groups are allowed to work at finding qualified SAWS customers eligible to receive free toilets. Applications for customers must be received at the Conservation Department by the deadline listed to be considered for participation in Season to Save. No extensions to this date will be granted.

### **Training Requirement:**

All non-profit organizations must have a representative attend one training session to be eligible for participation in the Season to Save program, including any past participating groups. The representative attending the training must be approved to sign a statement that he/she understands the rules of the program and will train all others from his/her organization. No additional training dates will be scheduled.

### **Training Dates: 2008 Season to Save Training Events**

- **Tuesday, October 14. 6:30 p.m.**
  - **SAWS Multipurpose Training Room (2800 U.S. Hwy 281 N)**
- **Wednesday, October 22, 6:30 p.m.**
  - **SAWS Multipurpose Training Room (2800 U.S. Hwy 281 N)**

### **Time Period for Collection of Toilet Applications:**

**October 15<sup>th</sup> – December 15<sup>th</sup>**

For the Fall 2008 Season to Save Campaign, SAWS will limit the total number of toilets to 2,000. All applications will be date stamped and processed in the order they are received. In order to ensure that program numbers are maintained, the deadline for collection of toilet applications will be limited to the point in time at which SAWS qualifies 2,000 toilets for the distribution event or 4:30 PM on December 15, whichever comes first.

The first 2,000 toilets qualified will be eligible for the \$25.00 incentive. Applications received after the deadline will be processed for free toilets under the Kick the Can Program. However, these toilets will not be included in the earned incentive amount. There will be no exceptions to the deadline.

## **Rules for Finding Applicants**

Guidelines for approaching potential customers and for canvassing neighborhoods will be discussed in the training sessions. Each organization should be prepared to propose an area that they would like to canvass for the program. Groups will be expected to notify SAWS if they would like to venture into new areas prior to the canvassing effort. SAWS will not approve the request if another group is already working that area or if our records show that the neighborhood has already done a large-scale participation in the Season to Save program. Any group that does not follow the expectations for courteous and planned canvassing of neighborhoods will be removed from the Season to Save program and not compensated for additional efforts.

## **Distribution of Toilets:**

As soon as an application has been processed and it is determined that the customer qualifies for a toilet(s), the customer will be mailed a voucher. The voucher entitles the customer to pick up the toilet(s) at Morrison Supply Company, located at 10130 Jones Maltzberger. Vouchers may be signed over to another individual for pick-up. Toilets must be picked up at Morrison Supply before the expiration date on the voucher to count toward fundraising amounts for groups.

There will be no accommodations for bulk pick up during this event

## **Checks to Groups:**

Checks will be issued to participating groups based on the number of pre-qualified SAWS customers who picked up toilets at the distribution event. Checks will be issued in March 2009.