

CGA Safety Community Service Award Process

Young men and women from chartered organizations such as Boy Scouts, Girl Scouts, 4-H, FFA provide community service in every part of the country. The following process provides guidance in which to establish a relationship with a local organization and to introduce the CGA Safety Community Service Award program guidelines.

1. Contact the organization.

Boy Scouts - <http://www.scouting.org/LocalCouncilLocator.aspx>

Girl Scouts - <http://www.girlscouts.org/councilfinder/>

4H - <http://www.4-h.org/get-involved/find-4-h-clubs-camps-programs/>

FFA - <https://www.ffa.org/Pages/ChapterLocator.aspx>

2. Setup an appropriate time to meet.

- A. Establish a means of communication such as face to face, phone call, mail, video presentation, etc.
- B. Discuss CGA Safety Community Service Award
- C. As a CGA member you want to recognize the youth organizations who take into consideration the safety aspects for calling 811 before you dig.
- D. What's required (setting up the project, calling local One Call Center, communications, etc.)
- E. CGA Safety Community Service Award form (*attached*)

3. Form Submission

- A. Service Organization is responsible for submitting the form to CGA Member.
- B. CGA Member is responsible for completing the form ordering materials, and submitting to CGA.

4. Awarding the CGA Safety Community Service Award Meet with service organization

- A. Take pictures
- B. Share with CGA
- C. Contact local news papers and TV stations
- D. Company news
- E. Find opportunities to meet with the youth group in a larger setting.
- F. Don't lose the excitement – get the patches to the youth right away. Present ribbons at a larger setting. Give Service Award Marker at the end of the project.
- G. Shine in the Spot Light

CGA Safety Community Service Award

Common Ground Alliance (CGA) would like to recognize young adults from organizations such as Boy Scouts, Girl Scouts, 4-H, FFA, etc. for considering safe digging practices when they conduct a community service project.

A call must be placed to 811 before every digging project, from simple landscaping projects like planting trees or shrubs, to building a deck or installing a rural mailbox. Every eight minutes an underground utility line is damaged because someone decided to dig without first calling 811. Don't become part of the statistic – make sure to call 811!

Here's how it works:

- One free, simple phone call to 811 makes it easy for [Local one call center] to notify all appropriate utility companies of your intent to dig.
- Call at least [Insert state notification period] prior to digging to ensure enough time for utility lines to be properly marked.
- When you call 811, a representative from [Local one call center] will ask for the location and description of your digging project.
- [Local one call center] will notify affected utility companies, who will then send a professional locator to the proposed dig site to mark the approximate location of your lines.
- Once lines have been properly marked, roll up those sleeves and carefully dig around the marked areas. Remember to dig around the marks, not on them, and also remember that time, erosion or root structure growth can shift the locations of utility lines.

Striking a utility line while digging can lead to injury, penalties, repair costs, and inconvenient outages, so consider this is a friendly reminder to call 811 before you dig.

The CGA Safety Community Service Award can be earned by completing the attached form and submitting the completed application to your local CGA Member. [Insert Name] with [Insert Company] can be contacted at [Insert contact number] or [Insert email address].

Once the form is received CGA will process the application. Your local CGA volunteer will contact you and make the necessary arrangements to present you with the award. For more information go www.call811.com or email kids@commongroundalliance.com.

CGA Safety Community Service Award Form

Please note all information is required for this application.

State One Call Ticket Reference Number _____ State _____

Brief Description of Service Project: _____

Service Organization Information

Contact Name: _____ Position: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Describe your affiliation with the organization (i.e. Leader, District Representative, Council Representative etc.): _____

Total Number of Service Award Requested: _____

I _____ confirm that on _____ day of _____

20 _____ that _____ has completed the requirements

(Name of Organization)

necessary to receive the CGA Safety Community Service Award.

For additional information, go to www.call811.com.

CGA MEMBER USE ONLY:

Company: _____

Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

(Signature)

Date

Signed form should be scanned and sent to kids@commongroundalliance.com. Original form should be kept by CGA Liaison.

☐ Indicate if material should be sent to CGA Member at the address indicated above.



FOR IMMEDIATE RELEASE

Media Contact:
[NAME]
[PHONE NUMBER]
[EMAIL ADDRESS]

[COMPANY] Presents [ORGANIZATION] with the CGA Community Service Award for Calling 811 Before Digging to Avoid Buried Utilities

The Common Ground Alliance Safety Community Service Award recognizes the importance of always calling 811 before projects that require digging to help prevent damage to underground utility lines

[CITY], [STATE] ([DATE]) – [COMPANY] today presented the Common Ground Alliance (CGA) Safety Community Service Award to [NAME] from [ORGANIZATION] at [VENUE] in recognition of their diligence in calling 811 in [STATE] before digging for [DESCRIPTION OF PROJECT].

CGA is the national association dedicated to protecting underground utilities and the people who dig near them. [COMPANY] is one of the 1,500 members that comprise CGA.

[STATE] residents who plan to dig, whether it's for a simple project such as planting a garden or a larger construction project, are required by law to call 811 [INSERT WAITING PERIOD] before digging to notify the underground utility owners that are members of [ONE CALL CENTER NAME] of their intent to dig. [ONE CALL CENTER NAME]'s member Companies will then send a company representative to the dig site to locate and mark the approximate location of underground utility lines with paint or flags. Once a site has been accurately located and marked, it is safe to dig carefully around the marked areas.

In honor of [ORGANIZATION]'s dedication to completing [PROJECT] safely by following the steps outlined above, [COMPANY] presented the CGA Community Safety Award at a ceremony today. [ADDITIONAL DESCRIPTION OF CEREMONY OR PROJECT.]

People often make risky assumptions about whether or not they should get their utility lines marked, but every digging job requires a call to 811. Knowing where underground utility lines are buried before digging helps people protect themselves from injury and prevents damages to utilities, service disruptions and potential fines, as well as expensive repair costs.

"The goal of the CGA Safety Community Service Award is to distinguish dedicated young men and women for their diligence in safely completing community projects by digging safely," said [NAME OF REPRESENTATIVE, TITLE for COMPANY]. "Whether you are a volunteer, a homeowner or a professional, it's critical to always know what's below by making the free call to 811 before digging. Doing so keeps our community safe and connected."

Those interested in earning a CGA Safety Community Service Award can contact [NAME OF REPRESENTATIVE] at [EMAIL ADDRESS]. For more information about 811 and safe digging, visit call811.com.

CGA Safety Community Service Award Descriptions



Service Patch

A Service Patch will be presented to each participant who completes the requirements of the underground safety program: "Call Before You Dig"



Ground Marker

A Ground Marker will be placed at the location of the organization excavation project. The Ground Marker should be approved by the Property Owner and placed at the project location to recognize the organization commitment to underground safety.



Award Ribbon

An Award Ribbon will be presented to the organization for a project involving excavation activity, that completed the requirements of the underground safety program "Call Before You Dig".



Service Award Package

(Package includes 12 patches, 1 ribbon & 1 marker)

| Item | Quantity | Price (Includes S&H) | Total |
|-----------------------|-----------------|-------------------------|-------|
| Service Award Package | 1 (Min. qty) | \$40/ea. | |
| | | Total | |

For additional quantities of individual items see pricing below.

| | | | |
|-----------------------|--|-----------|--|
| Service Award Patches | | \$2/ea. | |
| Service Award Ribbons | | .80/ea. | |
| Service Award Markers | | No charge | |
| | | Total | |

To guarantee shipping by a specific date, email materials@commongroundalliance.com. Extra charges may apply.

Name (Ordered by) _____ Date _____

Company _____ Shipping Address _____

City _____ State _____ Zip _____ Phone _____

Please indicate if address above is residential ☐ Email _____

Payment Process ☐ VISA ☐ MC ☐ Company Check** Credit Card # _____

Expiration Date _____ Three Digit CSC (Back of card) _____ Amount Charged \$ _____

The name on the above credit card must match the name of the person authorizing charges.

If credit card billing address is different than shipping please provide. _____

I, _____ (please print) authorize Revak & Associates (CGA fulfillment contractor) to charge the above credit card for the amount stated above.

Please email or fax order form to CGA Fulfillment Contractor:
Email: materials@commongroundalliance.com
Revak & Associates Fax: 330.533.9147

Cardholder's Signature _____

** Credit card may be required to guarantee orders when paying by company check.