

Stepping the County Program Guidelines

The Orange County Parks & Recreation and Tourism Departments are teaming up to offer an activity with the goal of promoting healthy living and awareness of the many great historic and cultural resources available in Orange County, VA. We're excited to have you on board as a participant! There are two pillars of this program: miles travelled, and sites visited. Below are some guidelines regarding how to record miles and visits during the program time frame of April 1, 2020 through July 31, 2020. Participants must register by March 31, 2020.



Recording Miles:

1. To complete the Mileage pillar of the program, you must record 100 miles during the above program time frame. The first 50 participants to record 100 miles will receive a commemorative t-shirt. Log sheets may be turned in either monthly or as completed, but please do not turn in incomplete sheets.
2. Since this program is intended to promote healthy living, miles should be travelled on a deliberate walk, jog, run, or hike in order to qualify. You should not count distance travelled coincidentally through normal everyday activities.
3. To qualify, miles must be recorded on foot, either through walking, jogging, running, or hiking (exceptions allowable for those in wheelchairs).
4. Record your miles on a program mileage log sheet, you may use as many of these sheets as necessary. Though they are formatted for use during a month, you may use more than one sheet if you record more than 31 walks, jogs, runs, or hikes within a month.
5. As this program is intended to promote awareness and health in Orange County, VA, at least half of the total miles recorded must be recorded within Orange County, VA. However, you are not required to be an Orange County, VA resident to participate.
 - a. Record the general area of your walk on the log sheet to validate this requirement. You may use general terms like: Downtown Gordonsville, Montpelier, Shenandoah National Park, etc. You do not have to use an exact address.
6. The log sheets can be printed out to be completed by hand, or you can use the typable functions of the pdf form and save them to your computer or device. Please keep a physical copy in case of technical difficulties or computer failure.

Recording Site Visits:

1. There are 15 locations to visit for the Site Visit pillar of the program. All are located within Orange County, VA. To record a visit, you must physically go to the location and record your visit date on the log sheet. The first 50 participants to visit these sites will receive an Orange County Tourism Tote Bag.
2. To confirm your visit, you must ALSO take a picture of yourself/the participant with a recognizable feature of the location (building, sign, etc.).
 - a. Pictures should be emailed to Parks & Recreation staff, either to jwoods@orangecountyva.gov or rzamudio@orangecountyva.gov, using the subject line "Stepping the County Visit". You may also present physical copies of the photographs if you prefer. Please include your name in the email for proper recording.
 - b. Pictures may be used for lawful program related or promotional purposes, and by submitting your photograph you provide a photo release and grant Orange County, VA permission to use the photographs in this way. This is a family-friendly activity, and photographs should be appropriate, without anything vulgar or offensive. Failure to follow these guidelines may result in removal from the program.
 - i. You may opt-out of providing a photo release on the signup sheet. In this case, we will retain the photographs until the end of the program time frame to verify visits but will delete them after this time and will not use them for promotional or program-related purposes.
3. For these locations, you are not required to enter a building or pay an admission fee to record the necessary visit for this program. However, please consider doing so as you will learn much more by taking advantage of their opportunities.
4. Usual hours for the locations are provided on the log sheet. Keep in mind that these locations may be open more or less than is listed. When planning a visit, it is recommended to contact the location prior to travelling.
5. The visit log sheet also provides whether there is an immediate opportunity to walk near a particular location, helping you "double-down" on the two program pillars. Please be aware that walking opportunities may take you off the location property, and hours may vary for trails.

Completing Both Pillars and Other Information:

1. Those who complete both pillars of the program (miles and site visits), will be entered into a drawing for the grand prize: an Orange County Prize basket worth approximately \$500! You do not need to be one of the first 50 to complete either pillar to be entered for the grand prize.
2. The first 100 to register will receive a unique "Stepping the County" commemorative patch.

Stepping the County Participant Sign Up

Household Registration (not necessary if already in Orange County Parks & Recreation system):

Contact Name (first & last):	DOB:	Mailing Address:	City:	State:	Zip Code:

Phone Number:	Email Address:

Participants (include only household members, please include above contact if that contact will also be a participant):

Participants Name (first & last)	DOB:	T-Shirt Size (YXS - AXXL)

- I certify that I have read and agree to the Stepping the County Program Guidelines on behalf of myself and/or my minor child(ren).
- I DO NOT want Orange County to use my/my child's photographs for lawful program-related or promotional purposes. I choose to OPT-OUT of providing a photo release. I understand that staff will retain the photographs for as long as is necessary to validate completion of certain aspects of the Stepping the County program.

Assumption of Risk and Indemnification Agreement:

I understand that participation in this program may involve strenuous physical activities and risk of physical injury. By signing this waiver, I certify that the Participant is medically and physically capable of performing the program activities. The Participant assumes all risks associated with participation in the program activities, including, without limitation, falls, contact with other participants, and effects of the weather (including high heat and/or humidity), such risks being understood and anticipated by me. I, and any Participant on whose behalf I have signed this waiver, agree to indemnify, defend, save and hold harmless Orange County, its officers, employees and agents, as well as the owners, operators, employees and agents of the locations included as part of this program from and against all liabilities, charges, expenses and costs on account of or by reason of any injuries, deaths, liabilities, claims, suits or losses, of any nature whatsoever, however occurring, arising out of or in connection with my participation in this program. Orange County is not obligated to provide any accident or other insurance coverage for participants, and I understand that it is my sole obligation to verify the existence of, or obtain insurance coverage for participant, IF PARTICIPANT IS UNDER 18: I acknowledge and agree to all of the foregoing on behalf of my minor child, and I certify that my child has my permission to participate in the program and program activities. Orange County, its officials, employees, agents and volunteers, have my permission to authorize emergency medical treatment if necessary.

Adult Participant Signature: _____ Date: _____

Adult Participant Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

*Parent/Guardian Signature applies to all minor participants in the household.