

## CHECKLIST FOR COMPLETING COURT-APPOINTED COMMUNITY SERVICE

- Contact a **registered nonprofit or government organization** and arrange a time to do your service.
- Complete your required service hours before the date indicated by your judge.
- Have your nonprofit volunteer supervisor fill out all information on the Court-Appointed Community Service form including the TAX ID#. Please note that United Way of Utah County WILL NOT provide the TAX ID#. If you or the agency has any questions about this, please contact the court directly.
- Make a copy of the completed Court-Appointed Community Service Form for your own record. You may need proof of these hours in the future, please keep your own copy.
- Return the form to the appropriate courthouse. You alone are responsible for turning in this form. United Way of Utah County keeps no records of your service and makes no report to the court.

For your convenience, the United Way of Utah County Volunteer Center has compiled a list of organizations that welcome court-appointed community service. This is not a full listing—you may complete your hours at other 501(c)3 or government organizations that are not included on the list.

**It is up to your judge to decide which organizations you are allowed to work with.** Please contact your judge's clerk with any questions on what you are allowed to do as court-appointed service.



# LIVE UNITED



United Way  
of Utah County

## COURT-APPOINTED COMMUNITY SERVICE

Name: \_\_\_\_\_ Case #: \_\_\_\_\_

Please allow this form to serve as verification that court-appointed community service hours have been completed by the above named person at the following government or nonprofit agencies.

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*\*This section to be completed by employees of government or nonprofit organization served\**

I am authorized to represent the registered government or nonprofit agency: \_\_\_\_\_  
with tax ID #: \_\_\_\_\_ and verify that the above mentioned person completed \_\_\_\_\_ hours of  
service doing: \_\_\_\_\_ on date(s): \_\_\_\_\_  
Supervisor Signature: \_\_\_\_\_ Phone: \_\_\_\_\_

.....

I am authorized to represent the registered government or nonprofit agency: \_\_\_\_\_  
with tax ID #: \_\_\_\_\_ and verify that the above mentioned person completed \_\_\_\_\_ hours of  
service doing: \_\_\_\_\_ on date(s): \_\_\_\_\_  
Supervisor Signature: \_\_\_\_\_ Phone: \_\_\_\_\_

.....

I am authorized to represent the registered government or nonprofit agency: \_\_\_\_\_  
with tax ID #: \_\_\_\_\_ and verify that the above mentioned person completed \_\_\_\_\_ hours of  
service doing: \_\_\_\_\_ on date(s): \_\_\_\_\_  
Supervisor Signature: \_\_\_\_\_ Phone: \_\_\_\_\_

.....

I am authorized to represent the registered government or nonprofit agency: \_\_\_\_\_  
with tax ID #: \_\_\_\_\_ and verify that the above mentioned person completed \_\_\_\_\_ hours of  
service doing: \_\_\_\_\_ on date(s): \_\_\_\_\_  
Supervisor Signature: \_\_\_\_\_ Phone: \_\_\_\_\_

.....

I am authorized to represent the registered government or nonprofit agency: \_\_\_\_\_  
with tax ID #: \_\_\_\_\_ and verify that the above mentioned person completed \_\_\_\_\_ hours of  
service doing: \_\_\_\_\_ on date(s): \_\_\_\_\_  
Supervisor Signature: \_\_\_\_\_ Phone: \_\_\_\_\_

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### DEFENDANT VERIFICATION:

I have completed the community service hours listed above for a total of \_\_\_\_\_ hours.

Defendant's signature: \_\_\_\_\_ Date: \_\_\_\_\_

\*Original form must be returned to the court.

# COURT APPOINTED COMMUNITY SERVICE

## UNITED WAY . . . TOGETHER WE CAN DO MORE

Please be aware that some of the nonprofit agencies may have limited opportunities available for court-appointed community service. To find out more information about the different opportunities available, including days and times, please contact the organization directly. Please make sure your supervisor at the organization completely fills out all information.

### **BiCs Fellowship (Provo)**

Duties include office work, landscaping, window painting/cleaning, construction among other opportunities. Contact Rebecca or Joseph at 801-377-2246.

### **Centro Hispano (Provo)**

Various opportunities are available. Contact Delmy at 801-655-0258.

### **Cities**

Assist in maintaining parks, streets and cemeteries by pulling weeds, raking leaves and painting pavilions or benches. *Note: Cities not listed here DO NOT have opportunities available.*

- American Fork: Jason at 801-763-3050 x427
- Mapleton: Camille at 801-489-5655
- Orem: Laura at 801-229-7560
- Payson: Amanda at 801-465-5200
- Pleasant Grove: Mark at 801-785-2941
- Springville: Heidi at 801-489-2701

### **Community Action Regional Food Bank (Provo)**

The food bank is looking for individuals to help sort and stock food items, including open and closing the food bank. Hours available M, Tu, Th 8 am – 4 pm; W 8 am – 5 pm; F 8 am – 3 pm. Call the Volunteer Coordinator for more information 801-691-5220.

### **Fresh Start Ventures (Provo)**

Tasks include data entry, making go-to bags, or assisting in building a tiny home, among other opportunities. Please contact Linda at [linda@freshstartventures.org](mailto:linda@freshstartventures.org)

### **Friends In Need (Eagle Mountain)**

Minimum age requirement to volunteer is 18 and a volunteer form can be found at the following link: [www.friends-in-need.org](http://www.friends-in-need.org)

### **Habitat for Humanity ReStore (Orem, Spanish Fork)**

Assist in unloading and receiving donations, as well as cleaning, straightening, and organizing the store. Some work may be outside doing landscaping and general maintenance of the ReStore and Habitat offices. **Must be at least 18 years old.** Hours are available Tuesday-Saturday from 10am-6pm. For more information, contact the Orem ReStore at **801-344-8527** or the Spanish Fork ReStore at **801-877-0202**. (If you have significant construction experience, please call LeAnn at 801-344-8527 ext. 105 for details on working at one of our build sites.)

### **Krishna Temple (Spanish Fork)**

Duties are dependent on the weather. They include cleaning, maintenance of the building, farm work with animals and grounds, and gardening. Hours are M – Su 9 am – 6 pm. Call Vai for more information at 801-798-3559.



**Libraries**

Opportunities may include mending/re-shelving books and data entry. **Note:** *Libraries not listed here DO NOT have opportunities available.*

- Pleasant Grove: 801-785-3950. Note: Volunteers MUST be assigned from Pleasant Grove or Lindon courts to do service at this library.

**Migrant Head Start (Genola)**

Volunteers are needed to help with various outdoor tasks such as landscaping, painting, snow removal, etc. For more information, contact the Volunteer Coordinator at 385-404-3010.

**Mountainland Head Start (Provo)**

This organization has various opportunities. Contact Cindy at 801-375-7981.

**North Pointe Solid Waste Special Service District (Lindon)**

Volunteers are needed to pick up litter and help with other minor clean-up projects in Northern Utah County. For more information, contact Roger or ask for a shift supervisor at 801-225-8538 ext 203.

**Provo Bicycle Collective (Provo)**

Volunteers repair bikes to be given away to people in need. Volunteers must register online and attend a volunteer orientation prior to volunteering (see [bicyclecollective.org](http://bicyclecollective.org) for more info). Volunteers hours are Tuesdays and Thursdays from 7pm to 10pm. The shop is located at 397 East 200 North in Provo; 801-210-9032.

**The Straighter Way Foundation (Saratoga Springs)**

Various opportunities are available providing therapeutic horseback riding for those with disabilities. Call Tami for more information at 801-836-4325 or [tamtrot@gmail.com](mailto:tamtrot@gmail.com)

**Tabitha's Way (Spanish Fork)**

Contact Mariela Pastrana at 801-709-8573. Opportunities include stocking, assisting clients with food orders, cleaning and sorting. If your offense was considered violent, sexual in nature or theft related, you may NOT complete hours at this location.

**Tabitha's Way (American Fork)**

Contact Anadine at [services@tabithasway.org](mailto:services@tabithasway.org) or 801-692-1881. Opportunities include stocking, assisting clients with food orders, cleaning and sorting. If your offense was considered violent, sexual in nature or theft related, you may NOT complete hours at this location.