

# City of Austin Municipal Court

## Adult Community Service Locations



***\*The court does not accept community service hours from Goodwill, hours from on line programs, or purchased community service hours\****

*Organizations listed may prohibit individuals from performing community service based on criminal history (convictions for specific types of offenses) and/or Sex Offender status. Please contact organizations directly for more information. Goodwill has asked the court not to refer community service workers to any of their locations as they are unable to verify hours worked.*

Agency	Address	Contact	Phone	Duties	Hours	Area
Downtown Community Court (DACC) <i>*You may receive double time for hours worked at this location*</i>	505 Barton Springs Road, First Floor	Call and ask for a Case Manager if you have questions.  You will receive double time for every 6 hour increment worked at this location. (For example, if you work 6 hours, you will receive 12 hours of time). Increments in less than 6 hours will receive hour for hour credit.	512-974-4879	Landscaping, graffiti and litter abatement, outdoor beautification projects  *Bring your own water/lunch; wear long pants, close toed shoes, and a hat*	Everyday. Yes, Sundays too! Monday-Sunday Arrive by 7:30 am No appointment needed	Downtown
Austin Animal Services	7201 Levander Loop A	Sarah Luce	512-978-0533	Dishes, laundry, sorting donations, deep cleaning kennels and washing windows	Monday-Sunday 7am-7pm	Southeast
Austin Humane Society	124 W. Anderson Lane	Sarah Hammel <a href="mailto:shammel@austinhumanesociety.org">shammel@austinhumanesociety.org</a> Visit <a href="https://austinhumanesociety.org/programs/community-service">https://austinhumanesociety.org/programs/community-service</a> for program information and to sign up	Must sign up online	Laundry, dishes and light janitorial duties	Monday-Saturday 8am-7pm Sunday 8am-5pm Must attend orientation before starting hours	North
Austin Resource Center for the Homeless (ARCH)	500 E. 7th Street	Andre Sanders	512-740-7355	General janitorial duties (i.e. sweeping, mopping, cleaning windows, wiping mats, picking up paper on sidewalks)	Monday-Sunday 7am-7pm	Downtown

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Avance Austin	4900 Gonzales St #116	Zobeida Guerrero	512-414-6127	General office duties, data entry, mail assembly, toy making assistance (i.e. cutting/tracing shapes)	Monday-Friday 9am-4pm	Southeast
Blackland Community Development Center	1902 E. 22nd St.	Sarah DePriest	512-810-9153	Assist with cleaning homes for new renters. General yard work and interior cleaning. Assist maintenance (laying tile and other general duties).	Monday-Friday 9am-2pm	East
CAFB North Austin Food Bank	10206 N IH35 A	Sheila Price	512-203-2821	Unload food, breakdown boxes, clean refrigerators, and clean and stock shelves. Sweep and mop. On Thursdays: Assist with food distribution and carry food to clients' cars.	Tuesday and Thursday: 8am-4pm Saturday: 9am-3pm	North

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Agency	Address	Contact	Phone	Duties	Hours	Area
Caritas of Austin	Must call in advance to schedule community service and obtain reporting address	Melissa Ortiz	512-646-1291	Prepare and serve lunch to approximately 350 people. Clean up dining room after lunch. Must be onsite no later than 9am for mandatory 15-minute orientation.	Monday-Friday 9am-1:30pm	Downtown
Central Texas Food Bank	6500 Metropolis	Email: volunteer@centraltexasfoodbank.org  You may schedule on line at <a href="https://cafb.volunteerhub.com/">https://cafb.volunteerhub.com/</a>	512-684-2140	Organic gardening, basic food production and cleaning, sorting and packing food donations and other warehouse duties, general office	Hours vary. Go to <a href="https://cafb.volunteerhub.com">https://cafb.volunteerhub.com</a> to view available slots	Southeast

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Agency	Address	Contact	Phone	Duties	Hours	Area
Ecology Action of Texas	Contact by phone or email for reporting location	Eric Paulus eric@ecology-action.org	443-878-2984	Assist with trail maintenance, mulching, planting and picking up litter. *Must wear long pants and close toed shoes. Work gloves and personal water bottles highly recommended*	Monday, Wednesday and Fridays only 9am-1pm	East
Escuela Montessori de Montopolis	2013 Montopolis Dr	Ramonica Williams	512-385-4879	Cleaning inside school, painting, grounds keeping, hauling.	Monday-Saturday 7:30am-6pm	East
Greater East Austin Youth Association	2816 E 12th Street	Lee W. Dawson, Jr.	512-496-8866	Clean restrooms, concessions stands, and equipment. Lawn and baseball field maintenance.	Tuesday-Saturday By Appointment Only	Central

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Agency	Address	Contact	Phone	Duties	Hours	Area
J.O.I (Jump on It) Community Outreach	2200 Tillery Street	Breanna Byrd	512-348-8005	Administrative assistance including, but not limited to: answering phones, filing, and making copies. Event assistance: Set up/tear down, greeting community guests, trash pick-up, assisting with booths, etc.	Must call to schedule. Hours may be available Monday-Sunday from 8am-8pm but are at the discretion of staff.	Central

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Agency	Address	Contact	Phone	Duties	Hours	Area
Lady Bird Johnson Wildflower Center	4801 La Crosse Avenue	Carrie McDonald	No Phone Calls Must schedule online	Sweeping, raking, weeding, and other nurse related tasks.	Register at <a href="https://www.volgistics.com/ex/portal.dll/ap?AP=2010533945">https://www.volgistics.com/ex/portal.dll/ap?AP=2010533945</a> Arrive dressed to work outdoors	Southwest
Phoenix House	400 Live Oak	Jamie Lewis	662-616-4394	Filing, cleaning/janitorial work, grounds keeping	Monday-Friday 8am-5pm Saturday 9am-5pm	South
Project Transitions	7101 B Woodrow Ave	Shelby Hollins	512-454-8646 Ext 104	Cooking, cleaning, prepare apartments for new tenants, and gardening. Assist with events. Assist in thrift store.	Monday-Friday 9am-5pm Some evenings and Saturdays available-call to schedule . Email: <a href="mailto:SHollins@projecttransitions.org">SHollins@projecttransitions.org</a>	Central
Recovery Alliance of Austin	1818 E 12 <sup>th</sup> Street	Raquel Quezada	361-585-7242	Dust, sweep, vacuum, and mop floors. Clean windows, furniture, equipment and appliances. Organize storage facility. File paperwork and organize files. Assist director at community events.	Monday-Friday and Sunday 8am-8pm Saturday 8am-10pm	East

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Agency	Address	Contact	Phone	Duties	Hours	Area
The Abundant Life Network	6910 Pondsdales Lane	Sam Cordova and Savitri Saldana	512-680-5847	Housekeeping, office assistance, landscaping, handyman/maintenance duties, loading/unloading vehicles	Monday-Saturday 8am-5pm	North
Texas Emergency Service Retirement System	208 E. 10th Street #309	Susannah Jones	512-936-3473	Staple and fold papers. Organize file cabinets. Other light office work as requested.	Monday-Friday 9am-3pm	Central
The Next to New Shop of St. David's Episcopal Church	5435 Burnet Road	Ulrike Miller	512-459-1288	Data Entry, marking/tagging items, cashiering duties, carry out service	Monday-Wednesday and Friday 10am-4pm Thursday 10am-7pm Saturday 10am -5pm	North
Travis County HHS Pflugerville Community Center	15822 Foothill Farms Loop Pflugerville 78660	Ruben, Joy, Paul, or Suzanne	512-854-1535	Stock shelves in food pantry. Light cleaning projects in building.	Monday-Friday 8am-5pm	North

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Agency	Address	Contact	Phone	Duties	Hours	Area
Treasure City Thrift Store	2142 E. 7th Street	Jamie Connatser	512-524-2820	Light cleaning, sweeping, trash removal, hang and organize clothes. Arrange racks.	Must attend a training session on Wednesdays from 5pm-6pm (will receive work credit for training) Monday-Thursday : 10am-7pm Friday: 11am-7pm Saturday: 11am-6pm Sunday: 12pm-6pm	East
Trotter House	2717 Rio Grande Street	Lori DeVillez	512-476-7774	Clean, sort and organize clothing boutique; yard work; organize paperwork	Monday and Wednesday: 10am-3pm Tuesday: 10am-6pm Thursday: 12:30pm-6pm	Central
Urban Roots	7651 Delwau	Hunter Baum	512-750-8019	Planting, weeding and harvesting produce	Tuesday, Thursday and Saturday 9am-11:30am	East



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Agency	Address	Contact	Phone	Duties	Hours	Area
We are Blood	4300 N. Lamar Blvd	Kevin Fincher	512-206-1189	Stock snacks and supplies and clean canteen. Light office work. Assist with blood drives, and fold t-shirts. Serve refreshments to donors, answer questions, monitor donors for signs of adverse reactions and alert staff when assistance is needed.	Monday-Friday 8:30am-6pm	Central