

**EXPANSION or RENOVATION Community Garden Grant 2018**

**First Intake Deadline: February 28, 2018**

**Second Intake Deadline: May 31, 2018**

**Funding is provided to SFE from the City of Edmonton**

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| **Garden Group Name:** | |
| **Submission Date** |  |
| **Amount Requested** |  |
| **Contact Name** |  |
| **Mailing Address** |  |
| **Phone** |  |
| **Email** |  |
| **\*Please be available to answer questions, or provide clarification from the Community Garden Grant Committee via phone on March 13, 6-9 PM.** | |
| **Secondary Contact Name** |  |
| **Phone** |  |
| **Email** |  |

**Date Community Garden Established (1st Growing Season): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**SFE Associate Community Garden Member since: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Cheque payable to (must not be an individual): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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| **Edmonton Community Services Representative (NRC/SW):** | |
| **Phone** |  |
| **Email** |  |

**Have you included the following *seven* attachments?**

* **Work/Site plan with measurements**
* **Terms of Reference**
* **Membership Contract**
* **Letters of Support: confirmation of financial, donation, or community support from other groups, agencies, or grants**
* **Partner & Parks Agreement or Land Use Agreement (signed copy)\***
* **Budget**
* **Photos**

***\*What type of Land Use Agreement depends on what type of land your garden is on:***

**· *If on City land, please provide the Memorandum of Understanding***

**· *If on private land, please provide the Land Use Agreement***

**· *If on school land, please provide a Letter of Support from the School Board or school administration***

**· *If on community league land, please provide the Land Use Agreement***

**Project Summary**

*Please describe: where your garden is located, when it was established, how the site is used and by who, what kind of gardening takes place, number of plots and number of gardeners*

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**Project Rationale**

*Please describe: why your garden needs to expand, or what renovations are necessary*

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**Garden Project Plan**

*The following things are necessary for a successful garden. How are they affecting, or be an updated part of, your community garden?*

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| **Overall Size** |  |
| **Plots** (quantity, type and dimensions) |  |
| **Water** (where is the water coming from) |  |
| **Garbage Collection** (# of garbage cans, who is responsible to empty them) |  |
| **Composter** (size, who will maintain it, any rules e.g. no weeds) |  |
| **Signage** (let your neighborhood know about your garden) |  |
| **Storage** (oftools, supplies. If it’s a shed, include dimensions) |  |
| **Vandalism Deterrence** (fence, lights, programs) |  |
| **Washroom Availability** |  |
| **Sun Exposure** (natural light, south facing, large buildings nearby) |  |
| **Grading Drainage** (is site flat, hills, impact of garden on drainage) |  |
| **Soil Quality** (e.g. importing high grade soil, soil testing used) |  |
| **Surrounding Land Uses** (and the potential effect on your garden) |  |
| **Fertilizers/Pesticides** (your garden’s policy) |  |
| **Tree Impact** (effort to protect trees) |  |
| **Accessibility (**for those with disabilities, walkable distance) |  |

**Additional Comments**

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**Project Group Dynamics**

*Explain how you operate as a group, your strategies for success, and future thinking ie.*

*how you organized: roles/responsibilities, independent/community league; strategies*

*for decision making: consensus/majority rules, steps for conflict resolution; annual*

*meeting schedule (list of when they are to take place): spring set up, fall clean up,*

*special committees, recruiting, gardener sign up, Terms of Reference, annual review,*

*etc. Terms of Reference may be sent as a separate attachment.*

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**Community Garden Committee Members:**

*Please list all of your community garden committee members and their contact information.*

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| **Name** | **Role** | **Contact Info** |
| **1.** |  |  |
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| 3. |  |  |
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**Project Schedule (Key Milestones)**

*List the key activities for each project phase along with the dates.*

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| **Deliverable/Activity** | **Start Date** | **End Date** |
| **Concept Phase** |  |  |
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| **Design Phase** |  |  |
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| **Build Phase** |  |  |
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| **Operate Phase** |  |  |
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**Budget**

Please download the budget template on the [**SFE website**](http://www.sustainablefoodedmonton.org/communitygardens). Remember, your group is expected to find additional funds to a **minimum of 30%** of the total grant requested.

This may include, but is not limited to, documented in-kind volunteer hours.

Please email your completed application, along with required attachments to

Junetta Jamerson, Community Garden Facilitator, at: [cgfacilitator@sustainablefoodedmonton.org](mailto:cgfacilitator@sustainablefoodedmonton.org)