

**Out of Town**

**NEW Community Garden Grant Application 2018**

 **Intake Deadline: May 31, 2018**

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| **Garden Group Name:**  |
| **Submission Date** |  |
| **Amount Requested** |  |
| **Contact Name** |  |
| **Mailing Address** |  |
| **Phone** |  |
| **Email** |  |
| **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): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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

* **Work/Site plan: show plots, sizes, materials – all elements you must build and area you will use**
* **Terms of Reference for the garden group**
* **Membership Contract**
* **Letters of Support: confirmation of financial, donation, or community support from other groups, agencies, or grants**
* **Land Use Agreement (signed copy)\***
* **Budget**
* **Photos: showing the context and contours of the site**

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

**· *If on city/municipal 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: a) what kind of gardening will take place, b) how the garden group came together and why, c) other supporting partners, d) how long you have been working on the project, e) where the garden is located, f) how the site will be used and by who, g) how many gardeners will be accommodated, h) the number of plots and i) the main infrastructure required*

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**Project Rationale**

*How does this garden meet the needs of your neighborhood? What’s unique about your community? What methods did you use to build interest and buy-in?*

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**Garden Project Plan**

*The following things are necessary for a successful garden. Describe how they will be affect, or be a 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. This includes how you organize: roles/responsibilities, independent/part of community league or other organization, 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, annual review, etc.*

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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.** |  |  |
| 2. |  |  |
| 3. |  |  |
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| 12. |  |  |

**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** |  |  |
|  |  |  |
| **Design Phase** |  |  |
|  |  |  |
| **Build Phase** |  |  |
|  |  |  |
| **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