



Senior Community Gardens, Frisco, CO Rules & Operating Procedures

Plot Allocation

1. Plots will be allocated on a first come-first served basis. **For those sharing a garden plot, PLEASE submit one application per plot and designate one person as the responsible plot holder.** Plots will be allocated by the Farmer and Summit Prevention Alliance (SPA) staff. Priority will be given to the target audience: low-income individuals and seniors that live in Summit County, CO. Sponsored plots will be available to non-profits and other groups that will serve the target audience. (Sponsored plots can have others in their organization participate that do not meet the target audience as long as there are people that do meet the target audience.)
Low-income is defined as: eligible to receive Supplemental Nutrition Assistance Benefits (food stamps) and/or eligible to receive free or discounted care at the Summit County Community Care Clinic. **A senior is defined as:** 55 years of age and older.
2. Once the plot application is submitted and signed, each gardener will be notified of **plot approval** and next steps. **The garden plot application is due Fri, April 30, 2010. Any applications submitted after April 30, 2010 will be considered based on plot availability.**
3. In exchange for a garden plot, each plot holder will be responsible for a total of four hours a week of volunteering in the greenhouses growing food for the food banks. The plot holder may divide this time between those that they are sharing plots with. Each person volunteering including the plot holder will have to fill out a **Volunteer Form**. Sponsored plots are exempt from mandatory volunteer hours. However, they are highly encouraged to volunteer! It's a wonderful way to get to know others. If a senior cannot volunteer and would like a garden plot, a significant donation to the garden will be accepted for the plot.

There will most likely be weeks that plot holders will not be needed the full four hours a week. The volunteer scheduling times and details will shift slightly throughout the summer. On longer days the evening crews will start and stay later and the morning crews will start and leave earlier. During harvest times, we will need more volunteers and more hours of work. You will be notified by the Farmer/Greenhouse Staff of how many hours you are needed each week a few days ahead of time. **Please see the Volunteer Form for additional information on volunteering.**

4. A wait list will be kept each year for cancellations or forfeits of plots. If on the wait list, the potential gardener will be notified when a plot becomes available. Position on the wait list is determined by the date of request received. Turning down a plot offered will result in removal from the wait list. If a person is dropped from the list they can reapply to the wait list and their name will be added to the end of the list.
5. Planting will start when Summit County Government turns on the water which will be sometime between May 1st and mid-May 2010. Each plot holder will be notified immediately as soon as we know the exact day planting can start.

Benefits to Gardeners

1. Socialization! Meeting new people and making new friends. Great activity for friends, co-workers and/or family to do together.
2. Fresh, local, nutritious produce and herbs.
3. Help from the Farmer/Greenhouse staff.
4. Nutritious, delicious and culturally appropriate recipes in Spanish and English using a variety of the produce that will be grown will be available.
5. On-line gardening resources will be recommended and handouts will be given to those without access to the internet.
6. Top soil and compost is being donated by Summit County Government for all the plots.
7. All low-income and sponsored plots will receive seeds and seedlings and garden mentoring if needed. Seniors will have to purchase their own seeds and/or seedling starts. Alpine Earth Center in Silverthorne will be giving a 15% discount until the end of May to all senior plot holders.
8. There will be a special Harvest Dinner (Party!) for all the gardeners and volunteers later in the season.
9. There are numerous other benefits so apply for a garden plot now!

Plot Holders Responsibilities

1. **Plots must be planted by Mon, May 31, 2010.** Any unplanted plots will be reassigned to the next person on the waiting list.
2. Plot holders with the exception of the sponsored plots are required to volunteer minimally four hours a week at the greenhouses. Volunteering duties may include watering, weeding, cleaning the greenhouse, harvesting, cleaning and packaging produce for food bank distribution. Volunteering duties of the week will be announced by Holle Vliet, the Farmer/Greenhouse Staff. Volunteering will cease at the end of the season.
3. It is the responsibility of all gardeners to maintain the common space as well as their own plot. Personal garden debris and trash must be removed from the greenhouses as soon as it is created. Please help if you see that something needs to be done in the common area!
4. All seedlings need to be inspected before they are planted by Holle Vliet, the Farmer. As soil will be provided in your own garden plots, please shake excess soil out of the roots of your store bought plants before you transplant them to your plot to help prevent cross contamination. Remove this soil away from the greenhouse and try not to get too much of it on the ground.
5. Plot holders are fully responsible for their own plots and will not touch anyone's plot without permission of the other plot holder or the Farmer.
6. Plot holders will be responsible for cleaning their plots at the end of the season. The end of the season will be determined by Summit County Government and when the water will be turned off. This will be between late September and October 31, 2010. We'll inform gardeners immediately as soon as we find out when the water will be shut off.
7. This is an all organic garden and all gardeners must abide to grow organically. Synthetic/chemical fertilizers and pesticides will not be allowed in the greenhouses. If you are unclear if your product is considered "organic", you must ask Holle Vliet.
8. Practice conservation and mindfulness. This project is being funded by a non-profit and funds are limited. Treat the garden with care. Turn off the water when you are not using it. Take care of tools and gloves and bring your own if you have them.
9. Let's create a beautiful garden together! Honor the space of others and respect the rights of others to garden using their own methods. There are many differing philosophies on gardening, please do not impose yours on others. Let's all leave our stresses at the door and make this garden our sanctuary.

10. Sharing plots with others is highly encouraged! Plot holder will communicate these Rules & Operating Procedures to all gardeners sharing a plot.
11. Have fun! Be friendly and smile ☺

Farmer's Responsibilities

Summit Prevention Alliance hired Holle Vliet as the Farmer/Greenhouse Staff for the greenhouse gardening season to grow food for the food banks and lead a team of volunteers.

1. Gardening mentoring will be available during the week to answer any gardening questions or concerns during set days and hours that are yet to be determined. Once days and times are set, they may be subject to change throughout the season. *Please try to save all questions for the days and times that are designated for mentoring. However, if there are any gardening emergencies or you can't make it during the mentoring hours, please e-mail Holle at holle@consultingyahoo.com. Holle will be available by e-mail starting May 1, 2010.*
2. Will communicate via e-mail and a garden message board volunteer duties and gardening announcements of the week.
3. Inform the plot holder of any noticeable pest infestations on their plot.
4. Give the plot holder a friendly reminder that rules do need to be followed in the greenhouse when they are noticeably being broken.

General Guidelines

1. Children are welcome in the greenhouses. They must be supervised at all times by an adult. Children need to understand the general rules of the garden and have respect for the boundaries between plots and the property of others.
2. Stay safe! Stay hydrated! These greenhouses can get over 100 degrees. Bring water with you. Wear sunglasses and large hats. If you notice the greenhouse roasting you can always water the ground under and around the raised beds. This practice can immediately reduce the temperatures in the greenhouses by 10-20 degrees.
3. Respect the three P's in the greenhouses: plots, produce & people.
4. It is the responsibility of the volunteers and plot holders to notify the Farmer of any e-mail, mailing address or phone changes.
5. Dogs are NOT allowed in the greenhouses.

6. Wear sunscreen. The sun is strong in a greenhouse! Thank you Copper Ski Resort for donating sunscreen to the greenhouses!
7. This is an edible greenhouse garden. Only vegetables and herbs (not including marijuana) will be allowed to be grown.

Prohibited Practices

1. Synthetic or chemical fertilizers and pesticides are not allowed. Make sure that if you add your own compost, it is completely “cooked”.
2. No alcohol, tobacco or drugs are allowed in the greenhouses or on the outside property.
3. Harvesting from any plot that is not yours is not allowed.
4. Untidy garden plots are not allowed. Debris and trash must be removed from the garden area by gardeners immediately. Keep clean and tidy! Don't leave standing water in watering cans, it may be convenient but it also breeds disease and mosquitoes. Alert the farmer to any standing water or puddles in the greenhouses.
5. No eating in the greenhouse to prevent attracting bugs.
6. Plants are not permitted to encroach into neighboring plots or pathways.
7. Weeds in plots are not allowed. Please keep up with weeding.
8. Do not leave things where others can trip – Be safe!
9. Trading or gifting of plots is not allowed without permission of the Farmer or SPA staff. The person on the garden plot application is the person held responsible for the plot.

Failure to comply with any of the above procedures may result in the garden plot being reassigned. One warning will be given by the Farmer or SPA staff. If the problem has not been satisfactorily addressed with one week, the plot will be reassigned to the next gardener on the waiting list. The Farmer and SPA staff are the final authority in all disputes.

I have read and agree to comply with the above greenhouse garden Rules and Operating Procedures.

Print Name-Plot Holder: _____

Signed: _____ **Date:** _____