

# Making Pitt Fit Community Garden Application Packet 2017

## Gardener Guidelines

*Adapted from the Community Garden Coalition ([cgc.missouri.org/](http://cgc.missouri.org/)) Gardener Guidelines.*

Please read and sign your agreement to the following guidelines.

1. **All gardeners must volunteer a minimum of 5 hours per year to help sustain the garden. Garden work days are scheduled for the second Saturday of each month. Each gardener must attend at least one work day and one garden meeting per year.**
2. Do not apply anything or pick anything from another person's plot without their approval.
3. Keep your plot and the adjoining pathways (1/2 of the perimeter) neat and weed free. Habitual lack of plot maintenance (more than 2 notices/year) will result in a loss of the plot and deposit fee.
4. **Gardeners must show planting progress by May 1** or contact the Garden Manager with a valid reason. Failure to do so will result in a warning. If the situation is not corrected within two weeks of notification, the plot will be reassigned with no refund of the clean-up deposit.
5. A gardener who has been on the waiting list and assigned a plot after May 1 must show planting progress within 10 days of plot assignment or contact the Garden Manager with a valid reason.
6. Life is unpredictable, contact the Garden Manager if you are suddenly unable to tend your plot or if you need help. If you plan to discontinue use of your space, please let the garden manager know so that your plot can be assigned to another gardener. A gardener cannot give their plot to someone else.
7. Cut weeds and dead plants into smaller pieces before putting them in the compost bins. Diseased plants, weeds that have started to produce seed or Bermuda grass are to be taken to the Collection Center across the street so as not to contaminate the garden.
8. Please arrange to have someone water and pick your produce while on vacation. Contact the surplus produce volunteers if you are going on vacation and want them to harvest and donate the produce for you. Unpicked ripe produce will be harvested and donated to the food bank if there is fruit rotting on the plants.
9. Gardeners must comply fully with all federal and state laws and regulations regarding the use of pesticides and chemicals. The use of **Sevin dust is prohibited** since it is very harmful to our pollinators. Liquid Sevin may be used if necessary and only in **the non-organic section** of the garden.
10. Plant tall plants and vines in places where they will not shade your neighbor's plot or run into the paths. Planting illegal, poisonous or highly aggressive plants is not allowed.
11. Permanent structures cannot be built in the plots. Trellises or other support structures must be kept within the plot and removed from the garden at the end of the growing season.
12. At the end of the gardening season, all dead plants and non-plant materials (string, wire, wood, metal, plastic, etc.) must be removed and disposed of properly and organic mulch applied or a cover crop started. If your garden is not **cleaned-up by November 1**, you will lose your gardening privileges and your plot deposit. Returning gardeners who are growing winter crops may leave their plants in the ground.

13. To conserve water, do not leave the water on unattended. Roll up the hose at the faucet area and return community tools to the shed. If you are the last person in the garden, make sure to lock the gate before leaving. If there is a problem with the lock please call or e-mail the garden manager.
14. Smoking and chewing tobacco are not allowed in the garden.
15. Dogs, other pets, drugs (including alcohol) are not allowed in the garden.
16. Children must be supervised at all times when in the garden. Do not allow children to run in the garden.
17. Fencing is constructed to keep out dogs, humans and some wildlife, the Making Pitt Fit Community Garden is not responsible for damage from wildlife or vandalism.
18. Report theft, vandalism and unusual activities to the garden manager or co-leaders.
19. Gardeners will provide their own seeds, transplants, fertilizers and pest management materials, and will wear protective clothing and shoes when operating equipment.
20. **Violation of Gardener Guidelines: If any of the guidelines are violated you will be contacted by phone or e-mail and have two weeks to address the violation. If the violation has not been remedied after two weeks, you will lose your gardening privileges. More than 2 notices/year will result in a loss of the plot and the deposit fee.**

Each gardener agrees to use the plot and community garden tools at his own risk and agrees to hold Pitt County Cooperative Extension and Pitt County Government harmless from any injury and damage. Gardeners under 16 years of age must be supervised by an adult if using power tools. **Proper shoes and safety equipment are required.**

Pitt County Cooperative Extension may revoke the rental agreement at any time.

The Pitt County Cooperative Extension and Pitt County Government are not responsible for injury associated with gardening activities, or for stolen items left on property.

The purpose of this agreement is to provide garden plots for Pitt County residents.

**4' by 20' Garden Plot (80 sq. ft.) Annual Rental Fee = \$15.00**

**\*A \$25.00 clean-up deposit per (4x20) plot will be collected and refunded to any non-returning gardener upon satisfactory completion of plot cleanup and notification to the garden manager.**

**Make the check payable to: Pitt County Mutual Exchange**

**Please sign the completed application and liability release and mail them with the rental fees to:**

**Pitt County Cooperative Extension  
Making Pitt Fit Community Garden  
403 Government Circle, Suite 2  
Greenville, NC 27834**

**Questions?** Contact: [jeni.young-torres@pittcountync.gov](mailto:jeni.young-torres@pittcountync.gov) or call 252-902-1756

## Community Garden Job Descriptions

*Adapted from Gardening Matters ([gardeningmatters.org](http://gardeningmatters.org)) and the Community Action Coalition of South Central Wisconsin Community Garden Organizer's Handbook at [cacscw.org/gardens/handbook/index.htm](http://cacscw.org/gardens/handbook/index.htm).)*

A sustainable community garden depends on each gardener performing a job. All the work needed to keep the garden running smoothly is performed by the gardeners or volunteers from the community. **Gardeners can volunteer for more than one task and for more than 5 hours.** Our garden's success is limited by our willingness to work together. Please review the following job descriptions and determine which tasks best suit your interests and abilities. Some descriptions have multiple jobs within them, you don't have to do all the jobs just the ones you feel capable of completing.

**Community Outreach:** Maintain garden bulletin board. Keep board supplied with soil test kits, applications and brochures. Communicate with gardeners through e-mail, phone calls or mailings about garden news, meetings and events. Work with events committee to publicize garden workshops and other events to the community at large.

**Composting:** Manage the compost bins and the vermicomposting tubs. Shred debris pile and generate compost for the garden. Participate in composting workshops to share knowledge with the public. **All gardeners should participate in at least one compost work day to share in this important task and learn how the process works.**

**Events:** Coordinate regular and special garden events including garden meetings, work parties, seasonal events, potlucks and educational workshops.

**Garden Mentors:** Participate in the children's garden program. Help to provide information and support to other community, school or church gardens and gardeners. Help plant and maintain Children's Garden beds. Mentors receive additional training.

**Maintenance:** Maintain the garden's common areas including orchards. Mulch common pathways, remove trash and renovate abandoned plots. Maintain tools, equipment, hoses, and keep the sheds and deck boxes organized.

**Monitors:** Keep track of plots which appear to be weedy, insect infested or rotting produce. Notify garden manager and communicate with plot holders as part of the notification process.

**Mowing:** Mow and string trim the grassy areas inside the garden and around the exterior perimeter of the garden.

**Orientation:** Provide an orientation tour for new gardeners, follow up with orientation survey and report results.

**Surplus Produce:** Harvest and deliver surplus produce from the Children's Garden or vacationing gardener's plots to local soup kitchens.

## Gardener Application- 2017

1. Name: \_\_\_\_\_
2. Address: \_\_\_\_\_
3. Phone: \_\_\_\_\_ Cell phone: \_\_\_\_\_
4. E-mail: \_\_\_\_\_
5. Did you have a plot at the garden last year? Yes \_\_\_\_\_ No \_\_\_\_\_
6. Rental fee = \_\_\_\_\_ + one time Deposit Fee of **\$25** Total plot fee paid = \$\_\_\_\_\_
7. Please sign up for at least one of the garden jobs listed below. Refer to page 3 for a description of each job.  

<input type="checkbox"/> Mowing	<input type="checkbox"/> Composting	<input type="checkbox"/> Surplus Produce
<input type="checkbox"/> Maintenance	<input type="checkbox"/> Events	<input type="checkbox"/> Community Outreach
<input type="checkbox"/> Garden Mentor	<input type="checkbox"/> Monitor	<input type="checkbox"/> Orientation
8. If you are a new gardener, would you like an experienced gardener to help you? Yes \_\_\_ No \_\_\_
9. If you are an experienced gardener, would you like to help a new gardener? Yes \_\_\_ No \_\_\_
10. Will you be gardening organically? Yes \_\_\_\_\_ No \_\_\_\_\_
11. Photo Permission: From time to time, gardeners, garden leaders and the media will take photos of garden activities. Please check here ( \_\_\_ ) if you **do not give your permission** for your photo to be published and let photographers know when you see them in the garden.

***I have read and understand the Gardener Guidelines and agree to comply with the terms stated previously for participation in the Making Pitt Fit Community Garden for the 2017 season.***

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Application approved by Garden Manager:

Signed: \_\_\_\_\_ Date: \_\_\_\_\_ Plot assignment 2017: \_\_\_\_\_

**FULL DISCLOSURE, INFORMED CONSENT, LIABILITY RELEASE**

**FORM FOR PITT COUNTY COMMUNITY GARDEN**

I, \_\_\_\_\_, desire to be a participant in the Pitt County Community Garden. As a condition of being allowed to participate in the community garden, I have read and agree to the following:

I am duly aware of the risks and hazards that may arise through participation in the community garden, and assume any expenses and liabilities I incur in the event of an accident, illness or other incapacity. If I have had any questions about the community garden, its nature, risks or hazards, I have contacted the garden coordinator and discussed those questions with him or her to my satisfaction.

In consideration of being granted the opportunity to participate in the community garden, I, for myself, my executors, administrators, agents, as assigns assume all responsibility and liability for any property that is lost, stolen or damaged, and for any injury, accidental or intentional, while participating in the gardening activities, and do hereby release and forever discharge the garden committee, garden coordinator, volunteers, other gardeners, Pitt County Cooperative Extension, and Pitt County Government from all claims of damages, demands, and any actions whatsoever, including those based on negligence, in any manner arising out of my participation in this activity. I understand that this Release means that, among other things, I am giving up my right to sue for any such losses, damages, injury or costs that I may incur.

If the participant is a minor, I, the undersigned parent or guardian, assume all responsibility and liability for any property of the minor that is lost, stolen or damaged, and for any injury, accidental or intentional, to the above named minor while participating in the gardening activities, and hereby release and forever discharge the garden committee, garden coordinator, volunteers, other gardeners, Pitt County Cooperative Extension, and Pitt County Government from all claims of damages, demands, and any actions whatsoever, including those based on negligence, in any manner arising out of my child's participation in this activity.

I represent and certify that my true age is either 18 years or older and that I am signing this Release of my own free will, on my own behalf or as the parent or guardian of a minor participant. I have read this entire Release, and I agree to be legally bound by it.

Participant's Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

If participant is a minor please see the next page:

Printed Name of Minor: \_\_\_\_\_

Parent / Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name of Minor: \_\_\_\_\_

Parent / Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name of Minor: \_\_\_\_\_

Parent / Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name of Minor: \_\_\_\_\_

Parent / Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_