

2010 NEW GARDEN FUND GRANT Application Form

Applications are due on January 29, 2010 by 5:00 p.m.

Applicant Information

Name of your garden or new proposed garden: _____

Address of garden, if known (new garden applicants must be with City of Madison):

Name

Street Address

City, State Zip

Name of neighborhood(s) in which project will be located:

Contact Person: _____

Address: _____ Zip: _____

Daytime phone number(s): _____

Evening phone number(s): _____

E-mail: _____

Project Information

A) Brief Project Description

HINT: Please give short answers to these questions. We will learn more from you during our visit to your site.

B) Please list 3 or more people who are committed to making this garden happen.

- 1) _____ Phone _____
- 2) _____ Phone _____
- 3) _____ Phone _____
- 4) _____ Phone _____
- 5) _____ Phone _____
- 6) _____ Phone _____

C) When would you like to start the new garden?

D) Will youth, elderly, non-English speakers, lower income people or people with disabilities be a part of the new garden? Please let us know if people in these groups will be involved or what your plans are to involve them. (CAC Community Gardens can support you by supplying an interpreter or helping you build raised beds.)

E) Who owns or controls the land where the new garden will be located? What arrangements have you made to secure the site for a community garden? Please attach copies of written permission to use the land where your garden will be, and be specific about the length of time for which the arrangement is in place.

F) We require that you contact your neighborhood association and alder to make sure that they support your garden proposal. Please list names of neighborhood association leaders and the alder who you contacted and their responses.

G) We require that you do a soil test for heavy metals at your site. The UW Soil & Plant Analysis Lab, 8452 Mineral Point Rd., Verona, WI 53593-8696, can do the testing for \$37.00 per sample. Phone: (608) 262-4364. Please attach a copy of the results of the test.

Funding Proposal

A) How would you spend a New Garden Fund Grant? (fencing, water pipes or hoses, tools, incorporation, etc.)

1) _____ \$ _____

2) _____ \$ _____

3) _____ \$ _____

4) _____ \$ _____

5) _____ \$ _____

Please attach an extra sheet if necessary.

Total Garden Expenses (sum of lines 1-5 above)= \$ _____

Attachments

Please complete and attach the following documents:

- ___ Written permission to use the land where your garden will be
- ___ Community Gardening Project Survey (form included, page 4)
- ___ Site Analysis for Garden Planning (form included, pages 6 - 8)

Visit to Your Site

When could Gardener Panel members (the group of Madison community gardeners who will choose grant recipients) visit your site? Please list several dates and times that would work for you.

Please submit your application to:

CAC Community Gardens –
New Garden Fund
Attn: Nicole Craig
1717 N. Stoughton Road
Madison, WI 53704-2605

COMMUNITY GARDENING PROJECT SURVEY

We, _____, are starting a community garden at _____ with help from the Madison New Garden Fund. As a neighbor we would like you to know about this project and we welcome your feedback and/or participation. It is also a part of the application process to show that we have spoken with our neighbors. The following questions are to help you and us think about adding this to our neighborhood.

- 1) Please give us your name and address. (These will not be shared outside of this application process.)

- 2) Would you be interested in having a garden plot? Please circle: Yes No
If yes, please give us your phone or email address where you can be reached.

- 3) Would you have any concerns or suggestions regarding a community garden at this site?

If you have any questions please contact _____ at _____. We would appreciate getting this form back from you by _____. Thank you for taking the time to communicate with us about this project and we look forward to a productive and successful community garden.

Sincerely,
The Garden Committee

SITE ANALYSIS FOR GARDEN PLANNING

This document is borrowed, with permission, from Philadelphia Green of the Pennsylvania Horticultural Society.

Please consider the questions on this page, but you do NOT need to answer them for your New Garden Fund application.

HOW DO YOU WANT TO USE THE GARDEN SITE?

The more you want to do with the lot, the more work and people will be needed to take care of it. If you want to do more than one activity, how will you divide up the space to match the uses? Answering the following questions will help you to decide where to put what on your garden plan.

What uses do you have in mind? Does everybody agree? Work out these things before the garden gets off the planning map and out onto the ground.

Vegetable gardening? Flower gardening? Or both?

Is there enough sun for growing flowers or veggies?

Can you combine vegetables and flowers in the same beds?

This saves space and makes the garden look prettier.

How many people want to have vegetable plots, and how big can the plots be?

A sitting area?

Do you want the sitting area to be in sun or shade?

What kind of plants do you want? perennials? annuals? trees? shrubs?

Play area for the children?

Will a children's play area be too close to where people will be planting?

Meeting place or barbecue?

A combination of several of these?

A storage area for compost, tools or woodchips?

Something else?

Be sure to address other concerns:

How will the garden affect neighborhood politics?

Do you need to think about arranging the front of the garden to satisfy the neighbors who look at it every day? Evergreen shrubs might enhance the front in the winter when everything else looks dead.

How much room do you need to leave for full-grown shrubs and trees?

How much space is really available?

That is, how much area can actually be used as garden space, not simply how much empty ground is available.

SITE ANALYSIS FOR GARDEN PLANNING

Please complete the next three pages and submit them with your grant application to the New Garden Fund.

WHAT IS THE EXACT ADDRESS OF THE GARDEN?

List ALL addresses, even those that face other streets (new gardens must with City of Madison)

Additional Addresses:

_____	Name	
_____	Street Address	
_____	City,	State
_____		Zip

WHAT ARE THE DIMENSIONS OF THE LOT?

_____ length _____ width _____ area (length x width) _____ irregular shape

WHAT KINDS OF PLANTS DO YOU WANT TO GROW IN THE GARDEN?

(check ALL that apply)

_____	Vegetables	_____	Flowers
_____	Herbs	_____	Fruit
_____	Shrubs	_____	Trees

WHO WILL BE USING THE SITE? (check ALL that apply)

_____	Seniors	_____	Families
_____	Youth	_____	Special Needs
_____	Social Groups	_____	Low-income People
_____	Other _____		

HOW WILL YOU USE THE SITE? (check ALL that apply)

_____ Growing food
_____ Picnics and neighborhood parties
_____ Day care/ children's area
_____ Other _____

WHAT'S THE SOIL LIKE?

_____ Will use soil already in the garden (weeds are HEALTHY!)
_____ Will need to bring in compost
_____ Soil is hard and compacted, and no weeds are growing
_____ Water puddles on soil surface
_____ We want to test the soil
_____ Other _____

WHERE WILL WE GET WATER FOR THE GARDEN?

- _____ From a house or other building --Address _____
- _____ From Public Housing – Address _____
- _____ From a fire hydrant. The closest working hydrant is _____
- _____ Will you store water in containers in garden?
- _____ Will you need water barrels?
- _____ Other sources of water _____

IS THE GARDEN SITE SUNNY OR SHADY? IN MORNING OR AFTERNOON?

- _____ Full sun--at least 8 hours of direct sun each day
- _____ Partial sun--at least 4 hours of direct sun each day
- _____ Shady--not much sun at all
- _____ Mixed--different parts get different amounts of sun

IS THE GARDEN SURFACE FLAT OR SLOPED?

- _____ Surface is flat
- _____ Surface is sloped
- _____ Rainwater runs off from the site
- _____ There are paved surfaces on the site
- _____ We'd like to add different levels to the garden
- _____ Other _____

DIG UP THE "DIRT" ON YOUR SITE---WHAT ARE THE FACTS?

Talk to some of the older residents of the block:

- How long has it been vacant? _____
- What used to be on the site? _____
- Was it ever a factory or a gas station? _____
- Are the adjacent houses occupied? _____
- Is the garden near a busy street or a factory? _____
- Which side of the garden faces the most neighbors? _____

IS THERE ANYTHING ON THE LOT THAT NEEDS TO BE MOVED?

- _____ trash
- _____ weeds
- _____ trees
- _____ cement
- _____ cars
- _____ rocks & rubble
- _____ other _____

DRAW A PICTURE OF THE SITE

Start by drawing the shape of the site

- measure length of each side of the site in feet
- note these measurements on the drawing

Make sure to include the following in the drawing:

- all surrounding streets and the exact addresses
- water source
- existing fencing, walls, alleys, paths
- problem areas (for example, blacktop, muddy spots, tree stumps, etc.)
- existing trees & shrubs; are they alive or dead?
- put an E for east, where the sun rises
- best location for a 10-foot delivery gate

DRAW PICTURE HERE