2019 Troy Community Garden Information, Rules and Conditions

Please read this document before signing your garden plot application

Troy is an Organic Community Garden. All garden plots at measure approximately 20’ x 20’.

2019 Application – Two ways to Register

JANUARY AND FEBRUARY – By Mail or secure drop box in Garden Shed
Mail-in registration for returning gardeners in good standing to renew their plot or downsize to less plots. Applications must be accompanied by payment and a completed demographic form (pg. 3 of the application).

   Address: Community GroundWorks, 2702 International Lane, Suite 200 Madison, WI 53704

MARCH 2 – In Person at Spring Registration
10am-12 noon Lakeview Lutheran Church, 4001 Mandrake Rd.

New gardeners have the chance to register for a plot at Spring Registration, along with returning gardeners renewing. Applications received after the March 2th registration will be processed by date received until all plots are full.

Learn about changes for the upcoming season, ask questions, and get help filling out your application. We encourage new and returning gardeners to attend. Hmong, Lao or Spanish interpreters will be available.

How will I know whether I received a plot?
Please do not begin gardening until you receive your plot number(s).

- New and returning gardeners will receive an email with their plot number(s) prior to Opening Day if they have sent in their Garden Application with the fee or turned in an application at registration. New gardeners are strongly encouraged to attend Opening Day to be given a tour and orientation.

2019 Calendar

<table>
<thead>
<tr>
<th>Date:</th>
<th>Time:</th>
<th>Event:</th>
</tr>
</thead>
<tbody>
<tr>
<td>January and February</td>
<td>10am - noon</td>
<td>Mail-in Application for returning gardeners</td>
</tr>
<tr>
<td>March 2</td>
<td>10am - noon</td>
<td>Spring Registration, for new and returning gardeners</td>
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<tr>
<td>April 20</td>
<td>9am - noon</td>
<td>Opening Day and first Work Day</td>
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<tr>
<td>3rd Sat. of every month</td>
<td>9am - noon</td>
<td>Work Days (monthly)</td>
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<td>May (to be announced)</td>
<td>10am - noon</td>
<td>Troy Farm Plant Sale</td>
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<tr>
<td>May 18</td>
<td>9am - noon</td>
<td>Work Day and Planting Deadline</td>
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<tr>
<td>October 19</td>
<td>9am - noon</td>
<td>Closing Day and last day to complete volunteer hours</td>
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Work Days are the third Saturday of every month 9am - noon

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<tr>
<th>April 20</th>
<th>May 18</th>
<th>June 15</th>
<th>July 20</th>
<th>August 17</th>
<th>September 21</th>
<th>October 19</th>
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Join the Troy Community Garden Committee!
The Troy Community Garden Committee is a group of gardeners at Troy; they are the ones on the teams helping things get done, they attend meetings, respond to committee discussions and manage specific projects. The Committee helps to keep ‘Community’ at Troy. We get together to talk about how we can all make Troy even more awesome. Sometimes we eat food while talking. More information will be included in emails to the gardeners.
2019 Troy Community Garden Rules and Conditions

SEASONAL PLOT ASSIGNMENT: Plots are assigned for a year at a time and no guarantees are made of continued use. Returning gardeners in good standing are given priority over new gardeners and can request each year to return to their previous plot. Returning and new gardeners are required to apply each year. New gardeners may only apply for one plot the first year. Gardeners at least 18 years of age, can submit one application per household. If good standing is maintained, the gardener may apply for one additional plot the following year. The maximum number allowed is four plots. Plot changes should be requested on the application and will be considered. Volunteer hours and plot maintenance remains the responsibility of the gardener. There are no refunds of any kind unless there is no initial plot assignment made.

Plots must be kept free of garbage, glass, dyed wood chips, plastic carpet, stones, storage containers, excessive non-gardening materials, plastic sheets, treated lumber and other debris. Fences are allowed but must be easy to remove, no new permanent fences allowed, structures are under review at this time, no new structures are allowed.

All garden plots are to be tended using organic gardening methods only. Use of pesticides, herbicides, and insecticides made from synthetic materials as well as use of chemical fertilizers like Miracle-Gro is strictly forbidden. Manure that is well-composted or sterilized is allowed, along with organic soil amendments, leaf and hay mulch. Undesirable plant material should be used as mulch or composted in your plot. Sunflower stalks, woody plants, and sticks may be placed in the brush piles located on the north end of the garden.

Planting deadline is the May 18th Work Day. If your plot is not tended or actively planted by the deadline, you will be contacted and asked if you plan to garden this season. If not, your plot will be reassigned so that another gardener can access the plot for a full season.

We have a “weed or lose your plot” policy. Plot monitoring is done regularly throughout the season. Gardeners have 10 days to correct the situation if they have been contacted. If you do not respond or have been contacted by the Plot Monitoring Team repeatedly in one season about a persistent problem, you may be asked to forfeit your plot(s) for the current year and will not receive your plot(s) the following year. If you are asked to forfeit your plot(s), you can submit an appeal to Troy Community Gardens by emailing troy53704@gmail.com.

VOLUNTEER REQUIREMENTS: Troy Community Garden is maintained by volunteers. Gardeners are required to volunteer 3 hours per plot for the gardening season. The last day to complete volunteer hours is the last Work Day, October 19. If volunteer hours are not completed there is a fine of $30 per plot and must be paid before your application will be accepted the following year. Volunteer time can also be pre-paid at the beginning of the season. Two ways to volunteer are, helping out at a workday or being on a team. Team members may complete their required hours at a time convenient for them. You will not be asked to work more than your hours due. Email completed team hours to troy53704@gmail.com.

Volunteer teams this year are:
New gardener mentor - just helping out answering questions, giving suggestions to that one gardener assigned to you
Plot monitoring/maintenance - everyone wants to do plot monitoring, giving those weedy plots a red flag, but part of this team will also help out with the maintenance on abandoned plots
Workday Point Person - sign up for one Workday and help to direct people on the proper way to do the task at hand
Adopt a section - have one little section for your special care, mulching or mowing or planting flowers or keeping a flower bed weeded, there’s a map of sections, and you sign up for just one
Equipment maintenance - this requires attendance at the work day if you can, helping us out with getting the mowers working and running; but also, the wheelbarrows, hoses and tools kept in working order can be done on your own time
Water maintenance - just someone who knows how to replace faucets (and we have lots of these), this can be done when you have time
Hmong/Lao speaking Educator/helper - this will be a huge help and one for our Hmong/Lao gardeners who can translate

GOOD NEIGHBOR POLICY: Please show respect to fellow gardeners by not entering other plots without permission. Plants taller than 4 feet must be grown in the center of the plot or permission must be granted from the neighbor to grow them near the plot edge. Perennials that are difficult for successive gardeners to eradicate must not be grown (e.g., Jerusalem artichokes, horseradish, comfrey, mint, grapes, woody trees or shrubs, and raspberries, along with Wild Parsnip). Harassment, theft, criminal behavior or use of banned substances will be grounds for expulsion.

No selling. Your produce grown at Troy Community Garden is for home use only and may not be sold.
No tobacco products allowed at Troy. The use of tobacco products such as cigarettes, cigars, pipes, or chewing tobacco is prohibited at Troy Community Garden.

No open flames allowed within garden plots, no barbecue pits/grills. No use of propane blow torches to suppress weeds.

Community Tools are not to be kept within your garden plot, they should be brushed off and returned to the shed after use.

Gardeners are responsible for maintaining the path around their garden plot. Mowers in the shed may be used. Paths must be passable and free from weeds, sticks, rocks, wood chips and wayward fencing material. Do not place woodchips or your weeds outside the perimeter of your plot. No planting outside of plot boundaries.

Vandalism and theft may be discouraged by a simple fence around your plot. For theft, vandalism, and behavior issues, contact the police non-emergency number (608) 255-2345 with a description of the offender, their vehicle and their plate number (if obtainable). Community GroundWorks has no responsibility for lost or damaged personal property or crops.

Vehicles are not to be driven onto the property. Parking is allowed on either side of Troy Drive but vehicles must remain 12 feet from residential mailboxes to maintain mail truck access.

Dogs are allowed only on a leash in the community gardens but may run free in the prairie located behind the tree line north of the community gardens. Pet waste must be taken home for disposal.

Children must be accompanied by their parents and must respect garden property. Do not let your children play with the water or go into neighboring plots.

END OF SEASON PLOT CLEAN UP: Fencing and crops may remain in place and gardening may continue year-round if the gardener is in good standing and intends to return the following year. If not returning, gardeners are required to leave the plot in usable condition and remove all fencing and personal property. Any property still left in the plot by Opening Day becomes the property of the next gardener.

CGW RESERVES THE RIGHT: By signing your Troy Community Garden Application, you are agreeing to follow these rules and conditions for gardening at Troy Community Garden. Community GroundWorks oversees the Garden and reserves the right to change these rules and conditions at any time without prior notice. Failure to comply with these rules will result in notices to the gardener and possible confiscation of plot(s).

Direct all questions, concerns, confidential complaints and reporting of weedy plots to troy53704@gmail.com

Water leaks should be reported to Community GroundWorks immediately: 240-0409 or 313-5188.

Beware of shallow water lines near plot boundaries