



**ORGANIC LEARNING GARDEN PLOT APPLICATION**

Academic Year \_\_\_\_\_

We, the members of the SMC community, want to learn to grow our own food so that we can make our communities self-sustaining, have access to fresh and healthy food, reconnect to the earth and our traditions and nourish our bodies. The Garden provides about 1200 square feet of planting space. Several planting options-- raised beds, containers, mounded beds, and constructed herb gardens-- will be available. Plots will be assigned by the OLG Garden Oversight Committee (faculty, staff, and students). Before submitting this application, please read the Rules and Regulations and the Guidelines (on the reverse). As a member of the Organic Learning Garden community, you will have the opportunity to provide us with valuable feedback and help us develop future policies to insure the development and maintenance of the garden. We look forward to building a sustainable gardening community at Santa Monica College and hope you will join us in this effort. Please attach your roster of participants to this application for consideration.

**Name of Your SMC Group:** \_\_\_\_\_ **Today's Date:** \_\_\_\_\_

**Approximate number of people participating from your group?** \_\_\_\_\_

**Primary Contact (Garden Liaison):** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Have you attended a mandatory Garden Orientation or Workshop?** Yes No **Date of Event:** \_\_\_\_\_

**Garden Liaison's Mailing Address:** \_\_\_\_\_

**Garden Liaison's Phone:** Days \_\_\_\_\_ Evenings \_\_\_\_\_

**The Liaison for my group is (Please check all that apply):**

- SMC Faculty:  full-time  part-time  A.S. Club Advisor
- Associated Students Club Officer  A.S. Club Member
- SMC Staff  SMC Administration/Management  Other: \_\_\_\_\_

**Gardening Experience of Liaison:**  Beginning gardener  Experienced gardener  Other: \_\_\_\_\_

**Time Commitment:** This application is an annual commitment. If you determine that you want to give up your plot for the spring semester, notify the Garden Oversight Committee as soon as possible.

**Goals:** What are your group's goals and/or objectives in the garden? (Explain briefly why you want to work in the garden.)

**Special Requests:** (For example, does your group require a raised bed suitable for wheelchair access?)

**Plants:** Please attach a list of any preferred crops/plants. Seeds and plants should be appropriate for the planting season, and when available, open pollinated and organically grown. Nursery plants from big box stores are not recommended.

**Rules and Regulations for Garden Plots:**

- a. A Group must consist of at least five (5) people and may include currently enrolled students, faculty, staff, or administrators at SMC. Annual reapplication is required, and a different plot location may be assigned. Provide the roster with application.
- b. The Garden Oversight Committee is responsible for assigning, scheduling, and recording plot assignments. A waiting list will be created when plots are full. Members of the oversight include the Club Grow Advisor and/or Garden faculty lead, SMC Dir. of Sustainability, Associated Students Dir. of Sustainability, and a Club Grow officer.
- c. Each group that applies for a plot will designate the Garden Liaison for their group; all communication should be directed through the designated Liaison to the Garden Oversight Committee.
- d. Each group will submit a final plant list to the Garden Oversight Committee before planting. Information about appropriate seasonal plants can be provided. Identification of plants in your garden space is required.
- e. Each group will commit a minimum of two hours per week in the garden.
- f. Groups will confer with the Garden Coordinator about what to plant, the best date for planting, how to prepare the soil, and whether seeds or seedlings are appropriate. Typical initial planting: fall (September), Winter (December/January), Spring (March/April), Summer (June). Please note that harvesting and planting cannot always correspond with the school calendar; you are responsible for the harvest.
- g. Plans for seed saving will be discussed with the Garden Coordinator when plants are selected.
- h. All group members will adhere to Rules and Regulations established by SMC, Club Grow, and Garden Oversight Committee.
- i. **Garden Workshops:** Group members and the Group Liaison will attend one or more Garden Workshops each semester. Each workshop will be different. Topics will include soil building, seeds and planting, garden tools, and pest control; please attend all of them if you can.
- j. **Scheduling Gardening Time:** Club Grow meets each Tuesday 11:15-12:30 p.m. All are welcome to join us for meetings, brief educational workshops, and garden tasks on Tuesday or Thursdays during the activity hour.
- k. Group Liaisons will be trained in the safe use of garden tools. These tools are stored in the Garden Shed. Access to the tools and garden supplies will be available during the Tuesday/Thursday activity hours.

**Garden Commitments:**

- 1. I will keep contact information up to date (phone and email).
- 2. I will keep my assigned area planted and maintained during my term.
- 3. If I must abandon my plot for any reason, I will notify the Garden Oversight Committee in writing.
- 4. I will keep my weeds down and maintain the area immediately surrounding my plot, if any.
- 5. If my plot becomes unkempt, I understand I will be given one week’s notice to clean it up. At that time, it may be re-assigned.
- 6. I will keep trash and litter cleaned from the plot, as well as from adjacent pathways and fences.
- 7. I will plant tall crops only where they will not shade neighboring plots.
- 8. I will pick only my own crops unless given permission by another plot user or the garden leaders.
- 9. I will not use artificial fertilizers, insecticides or weed repellents. All soil amendments, including organic fertilizers, must be approved in advance.
- 10. I agree to participate in “all gardeners” activities and to keep group members informed by forwarding emails and newsletters.
- 11. I will not bring pets into the garden.
- 12. I understand that neither the SMC Organic Learning Garden nor the college (SMC) is responsible for my actions. I therefore agree to hold harmless the Organic Learning Garden and owners of the land (SMC) for any liability, damage, loss or claim that occurs in connections with the use of the garden by me or any of my guests.

I have read and agree to adhere to the guidelines above. I will attend at least one mandatory Garden Workshops. I understand that these guidelines may be revised as determined by the Garden Oversight Committee. If you are an A.S. Club Member serving as the Liaison, your Club Advisor must also sign this form. A release form will be required of all participants before you work in the garden.

**Group Liaison** \_\_\_\_\_

Print Name	Signature	Date
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**Club Advisor** (if applicable) \_\_\_\_\_

Print Name	Signature	Date
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Please submit completed form to Ferris Kawar, Center for Environmental and Urban Studies, 1744 Pearl Street. [Kawar.Ferris@smc.edu](mailto:Kawar.Ferris@smc.edu)