JOHN L. RILEY COMMUNITY GARDEN GUIDELINES

John L. Riley Community Garden Guidelines

Our Mission: The John L. Riley Community Garden (LWCG) is a program of the Lincoln-Woodstock Food Pantry. The John L. Riley Community Garden's mission is to create a garden for the use and benefit the citizens Lincoln and Woodstock, following effective gardening practices and techniques, to promote gardening opportunities for those who live in areas that are unable to have gardens, to support a cooperative community of gardeners and to provide affordable rental plots for members to grow their own healthy food.

The John L. Riley Community Garden provides community members with a unique opportunity to meet, learn from, and socialize with fellow gardeners.

Guidelines:

1. BE BEST MANAGEMENT PRACTICES: All gardeners must follow the Best Management Practices (BMPs) for Agriculture in New Hampshire, as published by the NH Department of Agriculture, Food and Markets. Available upon request (64 pages) or at: http://www.agriculture.nh.gov/publications-forms/documents/bmp-manual.pdf.

2. TIMELINE: Planting may begin on May 1st, or as soon as the ground is ready after May 1st. Gardeners are responsible for researching when the recommended planning dates are for the items that they are planting. Gardens are to be planted by June 15th, and tended throughout the season. Gardens must be “put to bed” by dusk on Nov 1st (i.e. stakes taken down, removal of all plants and landscape fabric, perimeter stakes and generally tidy).

3. ORGANIC GUIDELINES: The John L. Riley Community Garden uses organic practices. Synthetic fertilizers and pesticides are prohibited.

4. USE OF PLOTS: Garden plots cannot be sublet or used for any commercial purposes. No produce may be grown for sale. Extra produce may be grown for donation to the Lincoln-Woodstock Food Pantry or other similar charitable organization. Acceptable plants in the community garden include fruits, vegetables, herbs, perennials and annuals. Gardeners should consider the effect of shading on neighboring plots when planting and locate plants appropriately. Children are encouraged to participate in the garden with their families but they must be accompanied by an adult gardener when at the garden.

5. GARDEN MAINTENANCE: Gardens must be tended, weeded, and harvested regularly. Gardens must not look overgrown or abandoned. All trash and litter as well as unused plastic pots, unused fencing, etc., must be removed from the garden. The John L. Riley Community Garden supports a carry in/carry out policy for trash.

6. SHARING: Healthy donated or extra seedlings and plants are encouraged to be shared with other gardeners.

7. COMPOST: All organic refuse from the garden shall be composted and may be placed in the designated compost area. Sticks, plastic, string and diseased or infested plants must be removed from the garden - no exceptions

8. PATHS: Paths and perimeters (around all sides of plots) are the responsibility of each individual gardener. They must be kept weeded and free from trash and litter. Adjacent renters share mutual responsibility for shared paths.
9. **TOOLS & WATER:** Gardeners are to supply their own tools. Tools are not to be left on site. A water source will be on site and will be filled when necessary. Gardeners are encouraged to conserve water loss by watering in the morning or evening and being careful with hoses near neighboring plots.

10. **GOOD HABITS:** Gardens may be inspected from time to time to ensure compliance with these Guidelines. Gardens should be maintained according to the standards outlined in these guidelines. Failure to comply will result in notification to the gardener from the John L. Riley Community Garden Committee. The gardener will have two weeks from the date of notification to correct the problem. Failure to correct the problem may result in forfeiture of the garden plot with notification by letter.

11. **NO SMOKING OR TOBACCO USE:** No smoking or other use of tobacco products is permitted in or around the Community Garden.

12. **GARDENER IN GOOD STANDING:** One who respects, follows and employs the mission and guidelines of the John L. Riley Community Garden embraces the “community” nature and good habits of the garden and is a “good neighbor” not only within the John L. Riley Community Garden but also outside its boundaries as well.

13. **GARDEN VOLUNTEERS:** A volunteer group will be established through the Community Garden Committee to help oversee and manage the Community Garden. The Garden Volunteers will meet as needed to address the on-going administration, policies and concerns of the John L. Riley Community Garden program. The Garden Volunteers shall all be Lincoln and Woodstock residents. Any gardener who has a suggestion, question or problem is encouraged to contact Roz Lowen at Roz.Lowen@gmail.com to voice any concern.

14. **PLOT ASSIGNMENTS:** Plot assignments are the responsibility of the Garden Volunteer designated to assign plots by the Food Pantry Garden Coordinator. The Garden Coordinator maintains the gardener and waiting lists. The Community Garden is open to residents or either Lincoln or Woodstock, and will be prioritized based on the date of application. If available, additional plots will be assigned from the waiting list after June 1st.

15. **PLOT FEES AND REGISTRATION:** An annual suggested donation of $10 requested for a 4’ by 4’ garden plot. Checks are payable to the Lincoln-Woodstock Food Pantry. Proof of residency is needed at the time of registration.

16. **VOLUNTEERS:** Gardeners and others are encouraged to help with the many Community Garden tasks including administration, site preparation, maintenance and other chores. They may contact any John L. Riley Community Garden Volunteer to offer assistance.

17. **COMMUNICATION:** E-mail to communitycenter@lincolnnh.org is the preferred method of communicating with the John L. Riley Community Garden program; however, telephone messages may be left at the Lincoln-Woodstock Community Center by calling 745-8958.

18. **CHANGES TO GUIDELINES:** No change to these guidelines can be made except upon recommendation by the John L. Riley Community Garden Volunteers and final approval by the Food Pantry Committee.
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John L. Riley Community Garden Plot Registration

An annual donation of $10 is requested for use of a John L. Riley Community Garden plot.

Make your check payable to “Lincoln-Woodstock Food Pantry” and write “John L. Riley Community Garden” in the memo line.

Mail to: Lincoln-Woodstock Food Pantry, PO BOX 39, Lincoln, NH 03251.

Do you have a specific plot request?  Yes___  No___

Name(s) __________________________________________________________________________________________

Address __________________________________________________________________________________________

Phone (days & evenings) Home:__________________  Cell:__________________

Email: __________________________________________

Date of Registration_________________  Donation Amount___________________

I would like to volunteer___________________

I have read and agree to follow the John L. Riley Community Garden Guidelines. I further understand that neither the John L. Riley Community Garden nor the Town of Lincoln is responsible for my actions and that the Town of Lincoln does not provide liability insurance for John L. Riley Community Garden participants. I assume full responsibility for my own safety and I release and hold harmless the Town of Lincoln, its agents, employees, and officers, from any and all claims of any nature for any illness, bodily injury, or personal injury to me or damage to any property arising in any way from my participation in the above described activity. I further acknowledge that this release is binding upon my heirs, successors or assigns, that I have read the foregoing and understand its significance, and that I have executed this document voluntarily.

Signature(s) __________________________________________  Date_________________

--For Office Use Only--

Date Donation Check & Registration Received________
Assigned Plot Number(s) __________
Copy of Plot Assignment Sent to Renter______