



**“From the Ground Up”
Community P-Patch Gardens Contract
Updated January 2020**

WELCOME to the P-Patch Program!

What you can expect of us:

- A raised garden space ready for use
- Tools and storage space for your own tools
- Salmon Center Sustainability Coordinators ready to answer questions and provide you with gardening resources
- Space, soil, and water to grow fresh food
- Manure/compost to replenish soil nutrients annually
- Shadeless gardening opportunity
- Salmon Center Membership
- Gardening Community

What we expect of you:

- Adherence to the P-Patch contract
- Fulfillment of 12 hours of volunteer work per plot
- \$25 payment per plot
- Appropriate maintenance of your plot
- Community oriented attitude

We’re so happy to have you as a part of our gardening community! Please read on for a comprehensive contract detailing expectations for participating in the P-Patch program.

For more information on “From the Ground Up” Community P-Patch or opportunities to volunteer, please visit: www.pnwsalmoncenter.org

For questions, comments, or concerns, please contact:

Emma Welty, Sustainability Coordinator
americorps1@pnwsalmoncenter.org
360.275.3575 Ext 131

Heather Hamilton, Sustainability Coordinator
americorps2@pnwsalmoncenter.org
360.275.3575 Ext 131

***PLEASE READ THROUGH THE FOLLOWING CONTRACT AND
SIGN IN APPROPRIATE LOCATIONS TO FULLY AGREE TO
TERMS***

Section 1: GENERAL TERMS

Article A: P-Patch plot rental maximum allowance is **two (2)** per household.

B: Annual renewal: Plot holders must renew their garden space annually. P-Patchers will be contacted in January of the new year to renew their lease. If P-Patchers do not express interest in renewing their plot by date given by the Salmon Center Sustainability Coordinators, their plot will be given to another participant.

C: Attendance at the start of season orientation is mandatory for all participants.

D: Plots must be cleared and cleaned at the end of the growing season, **November 15th**. All dead plants, weeds, and structures must be removed. Plot must be covered with manure, leaves, and cardboard (provided by the Salmon Center).

E: Gardeners will have access to a communal tool shed. It is the gardeners' responsibility to help maintain the shared tools and to secure the communal tool shed when finished (Lock Code: 0401).

F: Plot holders must complete **12 hours** of volunteer service **per plot** for the Salmon Center, see below.

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Section 2: P-PATCH COMMUNITY WORK

Each gardener agrees to support the Salmon Center by doing their fair share of common work to help make this community garden successful.

Article A: P-Patch gardeners are required to complete a **minimum of 12 hours (1 plot) or 24 hours (2 plots)** of community volunteer service between **February 1st – December 31st**.

B: P-Patchers must complete a **minimum of 4 hours** per plot in the U-Pick gardens. Additional hours can be obtained through other Salmon Center programs and volunteer opportunities, or more time in the U-Pick garden.

i. Examples of activities in the garden include: weeding and watering of P-Patch common areas and U-Pick gardens, turning compost pile each week, seasonal garden events, etc.

ii. P-Patchers will be added to the Salmon Center volunteer contact list and alerted to upcoming volunteer opportunities. Please check your email to receive volunteer updates.

C: The P-Patch year will be organized in trimesters. You are encouraged to complete **4 hours (1 plot) or 8 hours (2 plots) every trimester** to assure you reach your total required hours.

D: Volunteer work must be done in the collective areas of the P-Patch, the U-Pick garden, or the Salmon Center in general. Any work done inside an individual P-Patch plot **does not** count towards your total hours.

E: Completing, recording, and reporting hours are the plot holder's responsibilities. In order for hours to be counted, they **must** be recorded on a Salmon Center Volunteer log sheet (located in the main office AND P-Patch shed) **as well as** the P-Patch hour log (located in the

- P-Patch shed) to qualify.
- F: The P-Patch does not accept other forms of payment in lieu of community hours.
- G: If volunteer hours are **not** completed by December 31st, the plot holder will not be invited to participate in the P-Patch program the following season.

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Section 3: GARDENING

- Article A: Organic methods only. NO synthetic chemicals including: pesticides, insecticides, herbicides, weed killers, and fertilizers.
- i. Organic fertilizers are allowed (compost, fish meal, composted manure, lime, etc). See attached list of allowed and prohibited materials.
- B: Records of all materials or seeds/starts must be presented to Sustainability Coordinators prior to use.
- i. All applied soil and soil amendments must be recorded in P-Patch plot file. Provide Sustainability Coordinators with a **receipt copy** of the item applied as well as a **picture of the item or the item itself** before use.
 - ii. All seeds and plant starts must be recorded in P-Patch plot file. **Seed packets, stake labels, AND their receipts** must also be turned in to Sustainability Coordinators for copies to be made and filed **before planting**.
 - iii. **Please note: Documentation is necessary to keep us within USDA organic certification compliance.**
- C: Appropriate gardening and maintenance of the assigned garden space is the plot holder's responsibility. Garden space is defined as a raised garden plot.
- i. Active gardening reflects seasonality (i.e. fall cleanup, winterization by November 15th , spring weeding and planting, summer maintenance, harvesting, etc).
 - ii. Should the P-Patch plot not be planted within a reasonable period of time, the plot holder will be contacted by the Sustainability Coordinators to determine if they still desire the space.
- D: If vacations of more than one week or other circumstances prevent the plot holder from caring for the plot space, they must arrange for someone else to care for it in a way consistent with P-Patch standards. Sustainability Coordinators must be notified of such arrangements.
- E: Please keep garden pathways surrounding garden plots safe, level, tidy, clear of weeds, and free of obstacles. Contents within the P-Patch plots should not extend beyond the raised bed perimeters.
- F: There is no garbage service. All garbage is to be taken to the dumpster at the North end of the Salmon Center property by the large barn.
- G: Compostable items (weeds, crops) **must** be disposed of in the P-Patch compost bin; see instructions on bin.

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Section 4: STRUCTURES

- Article A: Fences: If the plot holder feels there are conditions that warrant an individual fence or enclosure, the plot holder must adhere to the following criteria:
- i. Height for perimeter plot fencing is limited to 3'; exceptions allowed only with Salmon Center Sustainability Coordinator approval.
 - ii. For the safety of gardeners, visitors, and wildlife, the fence must be: placed within the perimeter of the plot; securely and safely built, without infringing upon any pathway or neighboring plot; must not pose potential harm to others.
 - iii. You build it, you remove it.
- B: Locks, or anything that gives the visual impression of a lock, are not allowed.
- C: Tires, railroad ties, and treated lumber are not allowed.

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Section 5: PLANTS

- Article A: Tall plants and trellises that support them must not shade neighboring plots.
- B: No trees (including fruit) or large shrubs allowed in plots.
- C: Keep invasive, vining, and spreading plants (including squash) confined to your assigned garden plot. Consult Sustainability Coordinators if you have concerns/questions about whether a plant is invasive.
- i. Sustainability Coordinators and Salmon Center staff reserve the right to retrain or trim plants that impede walkways or another plot holders access to their plot.
- D: Plot holder must process the plant material generated within their assigned space (compost, bury, or remove plant waste).

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Section 6: WATER

- Article A: Service is turned off near the first frost date, remains off for the winter months, and is turned back on in the spring near the last frost date.
- B: Please water responsibly (contact Sustainability Coordinators for resources).
- C: Treat hoses carefully and report leaks.
- D: Sprinklers & drip systems:
- i. Gardener must be present while water is in use.
 - ii. Must not affect other plots.
- E: Never water others' garden spaces without permission.

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Section 7: UNMAINTAINED PLOT

- Article A: If a plot is not maintained in accordance with P-Patch standards, Sustainability Coordinators will contact the plot holder three times to solve the issue. If plot remains unmaintained after the third notice, the garden space will be reassigned.

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Section 8: PLOT TURNOVER

Article A: Plot holder may not transfer their garden space to another plot holder.

B: Plot holders may not permanently work in other people's plots.

C: Co-Gardeners are allowed. However, the second gardener can only become the primary plot holder if they become a member of the Salmon Center and sign the P-Patch Contract.

D: If the plot holder no longer wants the plot:

- i. Please contact Sustainability Coordinators if you will be moving, taking an extended vacation, or otherwise will be unable to care for your plot.
- ii. Plot holder must notify and establish a timeline for turnover with the Sustainability Coordinators.
- iii. Plot holder must leave the garden space in reasonable condition. They must remove all structures and other non-plant materials unless arrangements are made with Sustainability Coordinators.

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Section 9: BEING A CONSIDERATE COMMUNITY GARDENER & PROHIBITED ACTIVITIES

Article A: The Salmon Center P-Patch is a public space. Respectfully welcome visitors to the garden.

B: Conflict resolution:

- a) Use common courtesy and resolve differences with fellow plot holders in a neighborly way. Usually a solution is within reach.
- b) Refer your grievances to Sustainability Coordinators if you are unable to resolve differences.

C: Prohibited activities in the P-Patch gardens include:

- i. The sale of produce or flowers except in the case of a P-Patch fundraiser
- ii. Conducting personal commerce in any P-Patch area
- iii. Utilization of paid labor to perform plot maintenance on an ongoing basis
- iv. Unsupervised children
 - Supervised children are welcome in the garden! Closely supervise your children; help them learn respect for gardening and boundaries.
 - Children using tools in the garden must be under direct and constant supervision of a parent or responsible adult. "Direct" means to be within sight and voice distance.
- v. Overnight camping
- vi. Use of loud radios
- vii. Theft of plants, produce, or property
- viii. Destruction of property
- ix. Sexual misconduct
- x. Smoking
- xi. Possession, sale, or use of illegal drugs
- xii. Possession of firearms or other weapons
- xiii. Harassment of any member of the public, plot holder, or staff
- xiv. Any conduct that unreasonably interferes with other people's use of the P-Patch
- xv. Improper use of water fixtures (e.g., no bathing, shampooing, or washing clothes)

- xvi. Engaging in disruptive/ unsafe behavior that disturbs others in the garden
 - xvii. Spitting, urinating, or defecating (except in designated restroom fixtures)
 - xviii. Unleashed and/or aggressive dogs
 - Well-mannered, leashed dogs are allowed within your own garden space, unless complaints are received. Please scoop and remove poop.
 - xix. Burial of deceased pets or other animal remains
 - xx. Posting political signage in individual or communal areas of the P-Patch
- D: Prohibited activities apply to all plot holders and visitors. Please share our standards with visitors you bring to the P-Patch.
- E: Non-compliance with P-Patch standards will result in disqualification from further participation in the P-patch program.

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Section 10: ACCOMODATIONS

- Article A: Gardeners may make a request for a reasonable accommodation to the P-Patch program based on a disability. For more information please contact Sustainability Coordinators.
- B: Sustainability Coordinators may grant exceptions for volunteer hours based on personal hardship and circumstances (i.e. personal or family illness, death of a family member). If this is the case and you feel that you cannot complete your hours by December 31st, please make arrangements with the Sustainability Coordinators before **October 1st**.

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Section 11: IMPORTANT DATES & DEADLINES

Please put these dates in your personal calendar. You are accountable for meeting **all** of the deadlines outlined below:

- January 15:** Sustainability Coordinators will reach out to P-Patchers to renew plots
- March (TBD):** P-Patch orientation meeting (mandatory for new *and* continuing gardeners)
- May 31st:** Deadline to complete 4 hours (1 plot) or 8 hours (2 plots) of community service
- August 31st:** Deadline to complete 8 hours (1 plot) or 16 hours (2 plots) hours of community service
- October 1:** Let Sustainability Coordinators know if you cannot complete volunteer hours due to personal hardship or other extenuating circumstances (i.e. illness, family death).
- November 15:** Plots must be cleared and winterized
- December 31:** Deadline to complete 12 hours (1 plot) or 24 hours (2 plots) of community service

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List of Allowed and Prohibited Materials

THIS LIST IS NOT ALL-INCLUSIVE. SEE SALMON CENTER SUSTAINABILITY COORDINATORS FOR APPROVAL OF ALL PRODUCTS.

- **Allowed** (*only after filing receipt and appropriate documentation with Sustainability Coordinators*)
 - Certified Organic fertilizers
 - Compost, fish meal, composted manure, lime
 - Seeds or plant starts with USDA Organic Seal on packet or plant stake label
 - USDA Certified or OMRI-listed soil
 - Newspaper or cardboard **without** colored ink. Shipping stickers and tape must be removed
 - Certified organic Sluggo (check with Salmon Center Sustainability Coordinators)
 - Leaf mulch provided by Salmon Center
 - The following labels designate an item as Certified Organic:



- **Prohibited** (*non-negotiable*)
 - **Any product that has not been approved by Sustainability Coordinators.**
 - Non-organic seeds
 - Non-organic fertilizer, herbicide, or insecticide
 - Non-organic straw
 - Non-organic soil
 - Tires
 - Railroad ties
 - Treated lumber
 - Ash from manure burning
 - Arsenic
 - Calcium chloride
 - Lead salts
 - Tobacco Dust
 - Sodium nitrate

Community P-Patch Gardens

CONTRACT AGREEMENT

I have read the **P-Patch Contract** and understand it. I understand that any questions or concerns must be addressed to the Sustainability Coordinators. Furthermore, I agree to adhere to all rules and regulations.

Name: _____

Signature: _____

Date: _____

Plot Number: _____

Phone: _____

Email: _____

Mailing Address: _____
