“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:

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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:
    - ![USDA Organic](image)
    - ![OMRI Listed](image)

- **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: ____________________________
________________________________________