*Track 1: Creating or Expanding a Community Garden*

Narrative Questions

**Complete all questions in this narrative template.** You will upload this document as a Microsoft Word or PDF file into the online application system. Each question can be answered in one to two paragraphs.

# Project Description

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| Program Goals |
| 1. What are the big-picture goals and the specific objectives of the community garden? Why is this project needed and how was it identified? Are you creating a new community garden or is this an expansion of an existing community garden? Does your project support the Prince George’s County Department of the Environment’s goals, such as the [Climate Action Plan](https://www.princegeorgescountymd.gov/departments-offices/environment/sustainability/climate-change), managing stormwater, engaging the community?
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# B. Planning, Management, and Maintenance of the Community Garden

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| Planning |
| 1. Address of proposed community garden: Provide the address or coordinates of where the garden is proposed.
2. Type of community garden:
	1. If creating a new garden, are you proposing to create a communal community garden, private plots within a community garden, food forests, and/or a community orchard?
	2. If expanding an existing garden, describe how the current garden operates and what type of garden you are proposing to create with the expansion.
3. Size of proposed community garden: How much area (in square feet) of space will the community garden encompass? If you are expanding an existing community garden, specify how many square feet you will be **adding** through this proposal? How many plots do you anticipate the community garden will support?
4. In-ground or raised garden beds: Will your project include in-ground and/or raised garden beds?
	1. ***All projects are required to conduct a soil test.*** *If you have already conducted a soil test, please provide the results of the test with your application. If you have not completed a soil test, you may request a soil test as part of your application budget expenses.*
5. Deer & pest management: If deer pressure is high in your community, how will you deter or exclude deer from your garden? How do you plan to overcome other garden or pest issues?
6. Water source: What is the water source for the garden? Please describe.
7. Land permission: Have you obtained written land permission for this community garden? If yes, please include documentation as a separate attachment. If no, explain how you intend to obtain necessary land permissions.
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| Managing |
| 1. Annual garden schedule: Provide an annual garden schedule including your general planned operations for each season (winter, spring, summer, and fall). As part of this overall schedule, be sure to also include the following: hours of operation, any limits to access, or membership.
2. Sustainable/ regenerative practices: How will you or do you currently incorporate sustainable and regenerative practices into your community garden?
	1. *Examples of sustainable practices, include but are not limited to: year-round succession cropping or cover crops, minimal tilling, close spacing/interplanting, composting, soil health management, pollinator plantings, integrated pest management, and refraining from using bird netting or neonicotinoid pesticides.*
3. Community garden team: Tell us about your team. What is your collective gardening and work experience that will contribute to a successful project? What skills does your team possess that will be useful in completing your project?
4. Partnerships: Do you plan to partner with an organization that can provide technical expertise? If you are receiving support from another organization, tell us who they are and what support they are providing. Provide Letters of Commitments from any partner listed as a separate attachment.

1. Contractors: Has/will a contractor be hired and has a contractor been selected?

*If hiring a contractor, applicants are encouraged to have either already obtained cost estimates or a quote. Please note, the grant is primarily for the purchase of materials to support community volunteer efforts to build the community garden. Contractual services to perform labor will be reviewed on a case-by-case basis. For example, removal of impervious surface would be an example of a potential contractual service deemed viable. Land rental/purchases are not eligible expenses through this grant.* |
| Maintenance |
| 1. Long-term maintenance: Who will be the long-term steward(s) of the community garden? How will the community garden be maintained long-term (e.g., maintenance during winter months, recycling management plan, disposal of plastic and trash, etc.)?
	1. If you are an existing community garden, describe your current maintenance plan for the garden space? Do you anticipate making any enhancements or changes to your current maintenance?

1. Future and long-term value: The funding partners aim to invest in projects that have the greatest potential longevity after the grant period has ended. Several threats exist that may result in loss of project value, such as: public interest in an effort; changes in rainfall or sea level associated with climate change; change in land use; and more.
	1. How will you ensure that your garden’s long-term value is maximized given changing environmental conditions?
	2. If the garden requires ongoing financial resources to maintain its value, provide an abbreviated plan describing how you will secure necessary financial support beyond this grant.

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| Photos & Plan/Sketch |
| Provide the following items as a separate attachment (ideally, one combined PDF or Word document):1. **Site location map** to show the garden location as it relates to the community that will either have access to garden plots or the produce.
2. **At least four (4) photos of the site where the community garden will be planted.** The photos are intended to show the general existing conditions.
3. **A sketch and planting plan** of your proposed community garden with approximate dimensions in feet. This can be a hand-drawn sketch.

*Reach out to the Chesapeake Bay Trust if you need assistance developing a community garden sketch.*  |

# C. Community Context

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| Audience  |
| 1. Purpose and use: Describe the community garden’s intended purpose within the community.
	1. How will the produce from the community garden be used and distributed? Will produce be shared with individuals, a food pantry, or other?
	2. Is the proposed community garden located in a food desert, an area where it is difficult to buy or obtain affordable or good-quality fresh food? *Food deserts in Prince George’s County can be viewed on the Food Access Research Atlas, an interactive map created by the Economic Research Service of the United States Department of Agriculture:* [*https://www.ers.usda.gov/data-products/food-access-research-atlas/go-to-the-atlas.aspx#.UfGK3mQ6Xfu*](https://www.ers.usda.gov/data-products/food-access-research-atlas/go-to-the-atlas.aspx#.UfGK3mQ6Xfu)*.*
2. Community benefit: Describe the communities (neighbors, residents, businesses, etc.) who benefit from this project. Tell us how this project fits into other activities occurring in the community. How will the local community be engaged with the community garden?
3. Demographics: In light of the Trust's commitment to the advancement of diversity in its award-making, please provide the overall demographic information for the community or population involved in or served by the community garden project.

1. Project transferability/demonstration value: Describe your project’s demonstration value and ability to communicate the actions to others so they may do a similar project.
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| Community |
| 1. Community support: Was the population and/or the community meaningfully involved in the planning and development of the community garden?
	1. If creating a new community garden, how did you (the applicant or supporting entity) determine community interest to build and support a community garden? Please provide a list of the community members or entities committed to supporting the community garden.
	2. If expanding an existing community garden, is the community in favor of the proposed expansion? How does the current community utilize the space?
2. Garden ownership: The Trust encourages applications directly from under-engaged communities; however, if your organization is not a member of the community served by the grant (e.g., an external non-profit doing work on land owned by another entity, such as a faith-based organization), how will “ownership” be transferred to the community and how will the community’s ability to sustain the community garden be developed and resourced?
3. Experience working with targeted communities: What is your organization’s experience working within the specific communities that you will be prioritizing/engaging? If you have not had significant experience working with or as part of your prioritized audience, the Trust encourages applicants to establish partnerships with local organizations that may have greater cultural competencies within the prioritized demographic(s). Cultural competence involves understanding and appropriately responding to the unique combination of cultural variables which entails integrated patterns of human behavior such as language, thoughts, actions, customs, beliefs, and institutions of racial, ethnic,social, or religious groups that the community or population bring to interactions.
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