Community Garden Proposal

Please use the following application when submitting your proposal for a community garden to the Lexington Fayette Urban County Government Department of Parks and Recreation. Please read accompanying guidelines and cover letter for this form before filling it out.

Date Submitted: ____________________________

Garden Contact Person

Name: ________________________________________
Address: _______________________________________
Phone: _________________________________________
E-mail: _________________________________________

Please provide signatures of support from the below representatives:

District Council Representative: ________________________________

Neighborhood President ________________________________
Phone: ________________________ Email: _______________________

Group Submitting Community Garden Proposal
(Please describe your group and any partners and/or sponsors you may have)

Goals for the Community Garden:

Proposed Location:

Attach a map and a photo of the site. (Googlearth.com, yahoomaps.com and GIS maps are acceptable.)

Is there water access within the park? ____YES ____NO ____Not Sure
If no, what measures will be taken to assure proper watering of the garden?
How will trash, clippings and weeds be disposed?

Parking: ___On Street ___Off Street ___No Parking

Special Features (Existing beds, tool box, meeting areas, etc.):

Type or Theme of Garden (native plants, flowers, vegetable, etc.):

Programming Focus (If any, e.g. gardening classes, educational, wildlife, etc.):

Technical Support - What kind of materials, technical advice, and supplies do you anticipate needing from The Lexington Fayette Urban County Government in order for the garden to be a success?

Please give us a timeline of this garden project including when you would like to Begin planting, and when, if ever, you envision the garden coming to an end.

Community Support and Information Gathering

STEP 1: District Council Meeting Date(s):
Comments/Concerns:

STEP 2: Community Meetings Date(s):
Comments/Concerns of Community/How Handled:

STEP 3: Discussion Meeting/ How will the group decide who will participate, written by-laws for the group involved and rules for participants in the garden project should be discussed and submitted.
Date(s):
Comments/Concerns:

Attachments
Letters of support from partnering organizations: (Schools, District Council, Businesses, organized housing communities, etc.)
List of local organizations who have committed to help create and maintain this Community Garden, and how are they going to help (be specific, please). Include name, address and phone if possible.

List of individuals committed to maintain a garden with specific information on how they’re willing to help. Include name, address and phone if possible.

Please use this checklist to help you gather together your proposal information. Please check these items off as you gather them.

___ Read Application Guidelines
___ Fill out complete application form
___ Attach a map of garden with photo of site
___ Meet with District Council Representative
___ Meet with the larger community to determine support
___ Meet with people involved in the garden to finalize proposal, design and plant lists
___ Attach letters of support from district council, schools, partnering businesses etc...
___ Attach list of local organizations involved and relevant information
___ Attach list of individuals involved and relevant information

If you need further assistance with this application please contact: Michelle Kosieniak at michello@lexingtonky.gov or call (859)288-2982. Upon completion submit your proposal via email to michello@lexingtonky.gov or by mail to 469 Parkway Drive, Lexington, KY 40504.

For Internal Use Only: Park Maintenance _________________________________
Director’s Office _________________________________