

BLOOMINGTON  **EDINA**  **RICHFIELD**
STATEWIDE HEALTH IMPROVEMENT PROGRAM
COMMUNITY GARDEN FUND GUIDELINES 2011

INTRODUCTION

Bloomington Public Health (BPH), through the current Statewide Health Improvement Program (SHIP), is requesting applications from organizations to support development of new or expanded community gardens located in Bloomington, Edina, and/or Richfield and serving residents of those cities. **Applicants may request up to \$2,000. BPH anticipates awarding 7 grants.**

The Statewide Health Improvement Program (SHIP), an integral part of Minnesota's nation-leading 2008 health reform law, strives to help Minnesotans lead longer, healthier lives by preventing the chronic disease risk factors of tobacco use and exposure, poor nutrition and physical inactivity. For more information, visit www.ci.bloomington.mn.us/ship and www.health.state.mn.us/healthreform/ship.

Being physically active outdoors and eating more vegetables are some of the benefits of community gardens. Other benefits include: lower food budgets, increased access to produce for members of your community (employees, church goers, residents, and others), stronger and more resilient communities, increased citizen action, revitalized neighborhoods, and reclaimed and beautified idle or blighted land.

Bloomington Public Health has contracted with *Gardening Matters*, an organization supporting community gardeners across the Twin Cities Metro Area, to provide education, training and ongoing technical assistance on establishing community gardens, site design, community engagement and other topics relevant to community gardening. We strongly encourage applicants to review their *Community Garden Start-Up Guide* (www.gardeningmatters.org/resources/startupguide.pdf).

Who Can Apply: A number of school and city-operated gardens are currently supported by SHIP funds. This funding opportunity is for neighborhood, youth or environmental groups; faith-based organizations; civic groups; businesses; neighborhood or multi-unit housing associations; or other similar organizations located in Bloomington, Edina or Richfield. Gardens can serve members of the organization directly or serve the community at large.

REQUIREMENTS OF APPLICANTS

Complete the *Bloomington Edina Richfield Community Garden Application*, which will demonstrate the following requirements:

- Commitment to continue with community garden for a minimum of three years.
- Written letter from the landowner providing: 1) permission to use the land for your garden for minimum of 3 years, and 2) confirmation of working access to water.
- The garden shall provide increased access to fruits and vegetables by vulnerable populations and those experiencing health disparities. This can be done by providing at least 20% of available gardening space to one or more of these populations *or* donating 20% of produce from the gardens to food shelves or similar organizations serving one or more of these populations.
- Provide an overview of how you plan to continue the garden after the 2011 growing season (minimally through 2013 growing season).

HOW FUNDS CAN BE USED

Grant funds can be used for one-time installation expenses and costs associated with starting or expanding a community garden in the first year. These expenses may include:

- Gardening supplies, such as: soil, fencing, plants, seeds, soil tests, tools, storage containers (not buildings), water connections, soil amendments and mulch.
- Educational materials and training, such as gardening workshops in the garden.
- Project documentation such as scrap book materials and photo printing.
- Community outreach supplies such as refreshments, nametags, printing brochures.

Funds cannot be used to hire group members or ongoing consultation, labor, mileage; for recurring annual costs such as liability insurance or cost of water; or to buy tillers, benches, picnic tables, sheds, other large equipment or install water lines. We strongly encourage community gardens to institute best neighbor practices, such as not using synthetic fertilizers or herbicides. Purchase of these must be fully explained in the application.

WHAT IS REQUIRED OF APPLICANTS ONCE THEIR PROJECTS ARE FUNDED?

Funded grantees will agree to:

- Sign an agreement in order to receive funds, which will reflect commitments in the application
- Be available for at least one site visit between April-June, 2011
- Submit invoice to BPH for reimbursement by June 15, 2011
- Submit “before,” “during” and “after” photographs of the site with the final report (or other types of documentation such as video)
- Attend community garden training provided by BPH (Saturday, April 16, 2011, 9 a.m. – 12 p.m. and one during the evening the week of April 18th.)
- Inform BPH of any problems or proposed changes to the timeline, budget, or workplan
- Collect and report evaluation data prescribed by BPH
- Provide a plan for continuing the garden through the 2013 growing season
- Complete the project and reporting as outlined below

Applicants are encouraged to attend our Community Garden Start-Up/informational meeting about this funding opportunity on Tuesday, March 15, 2011.

APPLICATION TIMELINE AND PROCESS

Instructions for submission

Applications can be downloaded at www.ci.bloomington.mn.us/ship. Completed applications can be submitted either electronically or by mail to Sueling Schardin (contact info. below).

Proposals due

4:30 p.m., April 4, 2011

Grants Announced

April 11, 2011

Grant Period

April 11, 2011 to October 21, 2011

Reporting

Interim report for all projects due June 15, 2011.

Final report for all projects due October 21, 2011.

QUESTIONS AND ASSISTANCE

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