



SCHOOL GROUNDS PROGRAM APPLICATION

City Green's *School Grounds* mission is to provide outdoor garden classrooms, teacher training and on-going support for partner schools in New Jersey, with a focus on at-risk urban communities, to enhance academic achievement across disciplines, as well as ensure student interaction with the natural world, access to hands-on experiential learning, and an understanding of where food comes. Collaborating teachers gain the curriculum, resources, knowledge and enthusiasm to use this outdoor classroom as an educational asset and as a tool to cultivate a farm to school culture that values and celebrates garden education as an integral part of developing the whole child.

School Grounds Program Package

The *School Grounds* program is available to all schools K-12th grade looking to start a garden program; or expand and enhance an existing garden program. City Green school partnerships look different for each school we work with dependent on that school's needs and goals. The *School Grounds* program package may include:

Custom built garden - Design and installation of a custom vegetable garden for the school. Gardens consist of multiple raised beds appropriate for the designated space.

- Seasonal seed kits to begin the growing season and use throughout the year
- Spring and end of summer garden clean-ups

Teacher training - Implementation of an annual teacher training for 6 teachers at the school. The training includes: Gardening 101, review of *City Green's Garden Curriculum*, and a logistics workshop for the school to strategize the maintenance and use of the garden

Garden curriculum - Every trained teacher will be provided with a selection of *City Green's Garden Curriculum*. These printed curriculum books include a variety of garden-based lesson plans with multiple visits to the garden throughout the seasons

On-going support and technical assistance - City Green serves as a source of support to all school partners. This includes garden consultation, garden repairs, and access to the *School Grounds* network and newsletter including funding and resource opportunities.



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Eligibility Requirements

Schools K-12th grade applying to the *School Grounds* program must currently have the support of a minimum of one school administrator, and the involvement of a minimum of two teachers. All applicants must be either a teacher or school administrator who will be involved in the project. Parents or guardians wishing to apply for the program at their child's school are not eligible to apply, and should share the program information with their school's teachers or administrators to encourage their participation.

All schools who receive a City Green custom built garden are required to host a teacher training at their school site. Teacher trainings ensure all staff and administrators involved on the project have the tools and skills necessary to implement a successful garden program for their students.

School garden programs do not need to be costly to start or maintain. Schools concerned with funding may contact City Green for creative ideas and solutions for project expenses. City Green may be able to provide financial support to schools based on the student population's eligibility for free or reduced meals. Final project cost will be determined at the completion of this application and formal consultation with City Green staff.

Instructions

1. Read the above program eligibility requirements to determine if your school is a good fit for the program
2. Complete **all** parts of this application form and submit the form to City Green's School Grounds Manager, Emma Latham at elatham@city-green.org. Applications are accepted on a rolling basis throughout the year
3. City Green will review your application and contact your school to schedule and in-person consultation meeting to learn more about your vision for the project and see the potential garden site.
4. City Green will complete a project proposal summarizing the services to be submitted to the applicant for review.
5. Upon receipt of the signed and approved proposal, all proposed services and activities will be scheduled through City Green's Production and Youth Programming calendars for the year.

Any questions or need further information?
Email Emma Latham at elatham@city-green.org



Please type complete responses to each of the following questions on a separate Word document and attach to the end of this application.

This form is not intended to be cumbersome; rather, it is your opportunity to provide insight into the garden projects you wish to develop and your dedication to the sustainability of the programs.

Contact Information

Name of School: _____

Address: _____ Phone: _____

Contact Person (Name and Title): _____

Contact Email: _____ Phone: _____

School Information

1. What are the grades and ages of the students that will be involved with the *School Grounds* program?
2. What is your school designation (Public, charter, private, etc.)?
3. What percentage of your students (if any) are eligible for free or reduced meals?
4. Do you currently have a school garden? If yes, please describe it's location and use.
5. Have you ever received garden program funding before? If yes, who funded the project?
6. Do you have a space you believe is available to build a garden (Gardens can be installed on top of asphalt or concrete)? Does it have at least 6 hours of sunlight and access to water?

Garden Program Information

7. What is your vision for the school garden program (for both teachers and students)?
8. What infrastructure already exists to help sustain your garden program (PTO, garden club, etc.)?
9. How do you plan on incorporating a garden program into your school's schedule?
10. What do you think will be most challenging in having a successful garden program?
11. How do you plan on communicating the success of your program to parents and your school community?
12. Do you have any questions or concerns for us?

Please return this completed form to Emma Latham at elatham@city-green.org