

# 2024 Community Garden Application Form

Applications Due: April 1st  
Date in Office: \_\_\_\_\_

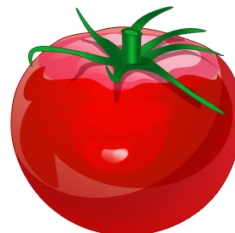
Name \_\_\_\_\_ Date \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone Number \_\_\_\_\_ E-Mail \_\_\_\_\_

Please check all that apply. (May check more than one):

- Single-parent family
- Senior citizen (60+)
- Two-parent family
- Adult(s) without children
- Persons referred for horticulture therapy
- Youth
- 4-H applicant
- Low Income (see reverse side of application for guidelines)
- Other \_\_\_\_\_



**Available Plots-** I request the following size plot:

- |  |                    |
|--|--------------------|
| <input type="checkbox"/> Handicap Accessible Raised Bed (only 3, 1 per family)   | \$25.00 per season |
| <input type="checkbox"/> Hoop House Plot (only 6; 1 per family; 1 <sup>st</sup> plot=1 <sup>st</sup> come - 1 <sup>st</sup> serve) | \$25.00 per season |
| <input type="checkbox"/> Approximately 240 square foot plot  | \$40.00 per season |
| <input type="checkbox"/> Approximately 480 square foot plot  | \$75.00 per season |
| <input type="checkbox"/> Stock Tank Planters 2 per unit  | \$25.00 per season |

If you are interested in a plot with a raised bed, please check here. \_\_\_\_\_

If possible, would you like the same plot you had last year? Yes No Plot # \_\_\_\_\_

**Second Plot-** Available to plot holders in good standing (not on probation). If you rented a second plot the previous year and are interested in renting a second plot this year, please include it in your payment. If you are new to the garden this year and would like to rent a second plot if available, these plots will be awarded based on the date of when the application was turned in to the Extension Office. All second plot holders will be notified before the first mandatory meeting. Payment is due before or at the first mandatory meeting.

- Approximately 240 square foot plot \$40.00  
Preferred plot # \_\_\_\_\_
- Approximately 480 square foot plot \$75.00  
Preferred plot # \_\_\_\_\_

Are you interested in participating in "year-around" gardening? Yes No

## Roto Tiller:

This rental charge is for one plot, one time usage. Each additional use will result in a \$10.00 charge. Additional charge will be payable prior to use.

Mantis \_\_\_\_\_Spring \_\_\_\_\_Fall \$10.00 each checked item

Craftsman \_\_\_\_\_Spring \_\_\_\_\_Fall \$10.00 each checked item

**Payment must accompany application. Make checks payable to Campbell County Community Garden (CCCG).**

Have you ever gardened in a community garden before?    Yes    No

Describe why you want to participate in the Community Garden. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**ALL APPLICANTS:** I hereby agree, for me and all those in my plot, to pay the appropriate fee, sign an AGREEMENT, and abide by the RULES of the 2024 Community Garden. Signing this, I am stating that I am prepared to meet the physical demands of gardening in the Community Garden, i.e., maintenance, group workdays, meetings, and responsibilities to my fellow gardeners.

\_\_\_\_\_  
**Applicant's Signature**

\_\_\_\_\_  
**Date**

Priority will be given to returning plot holders in good standing, large families (over 5), and low-income applicants who return application by April 1st to ensure your plot from last year. Plot fees and signed agreement must accompany application. Applications will be accepted until all plots are filled.

**Mail to:**

Campbell County North Community Garden  
C/O University of Wyoming Extension  
412 S. Gillette Ave.  
Gillette WY 82716  
307-682-7281

**Applications due by April 1st to ensure plot assignments.**

**Low Income Qualifications**

Information is confidential and is used only to determine plot assignment priority and for statistical purposes.

Yearly Income Guidelines: Household Size	Annual Income
1	\$18,960
2	\$25,644
3	\$32,328
4	\$39,000
5	\$45,684
6	\$52,368
7	\$59,052
8	\$65,736
For each additional family member add	\$6,684

Scholarships may be available for those who fit the low-income qualifications. For more information, please contact the Horticulture Program Coordinator at the Extension Office at 682-7281.

## 2024 COMMUNITY GARDEN AGREEMENT

By submitting this signed and fully paid application to the Campbell County North Community Garden, I agree to the following terms and conditions.

1. I will be responsible for all phases of my garden. This includes planting, weeding, watering, harvesting and cleaning out. I understand that my plot cannot be gifted, sold, sublet, etc. I will work cooperatively with the board members, the Horticulture Program Coordinator and other plot holders. Plot fees are (100%) non-refundable after June 1<sup>st</sup>.
2. My assigned garden plot must be substantially planted by June 15<sup>th</sup> (unless waived by a Board Member) or my plot will be considered abandoned.
3. I understand that I am required to attend the initial informational garden meeting, one Spring Busy Bee Day and one Fall Busy Bee Day, and three of the four garden meetings held in June, July, August and September as scheduled by the Community Garden Board. I will notify a Board Member or the Horticulture Program Coordinator prior to any scheduled meeting or workday that I will not be able to attend. I understand that I am required to make up work time for all missed meetings at the rate of one (1) hour for each regular monthly meeting and two (2) hours for each missed Busy Bee Day. The required make up work time will be completed prior to the next scheduled meeting. When make up work is being completed, I will take before and after photos then send to the NCG President as proof, as well as write make up time on the sheet in the shed. When attending regular monthly meetings, I will be required to participate in the “good of the garden” work portion. It is not optional for me to make that time up prior to or on a different day after the meeting without prior consent of a Board Member. If I miss a meeting, I will contact a Board Member or the Horticulture Program Coordinator located at the UW Extension Office, 412 S. Gillette Avenue, for make up work instructions. Fund raising events will be considered exchange hours for work days (maximum 2 hours).
4. I agree to keep my contact information current with the Horticulture Program Coordinator... i.e. mailing address, telephone number, email, etc.
5. If at any time, I must abandon my plot, regardless of the reason, I will immediately contact a Board Member or Horticulture Program Coordinator. Upon abandonment, all personal items must be removed. I understand the Community Garden Board will immediately assume responsibility of the plot, all planted items and produce. Once abandoned, I agree to forfeit all my plot fees and any incurred expenses and that there will be no prorated fees refunded. Once abandoned, the plot will not be re-assigned to the original plot holder for any reason. Non-notification will result in permanent expulsion from the Community Garden.
6. It is my responsibility to maintain my plot by keeping it watered, controlling weeds, controlling pests, maintaining a neat and obstacle free plot, etc. as much as is reasonably possible. It is also my responsibility to weed and maintain the surrounding common areas (pathway-front, side and back, where applicable) and to prevent the encroachment of weeds/plants into neighboring plots and pathways.
7. Open communication and plot holder involvement are the keys to a successful community garden. In case of any problem at the garden, I will contact a Board Member or the Horticulture Program Coordinator. I understand that not all “issues” are the responsibility of the Board Members or the Horticultural Program Coordinator.
8. Plot holders waive the right to litigate and waive all liability rights against the UW Extension Office, University of Wyoming, Campbell County Garden Board, Campbell County Master Gardeners, Campbell County Government, or any other person associated with the Campbell County North Community Garden, for any accident, injury, or loss (of any type) that may occur at the community garden property.

9. Prior to the designated “out of garden” date, I will clear my plot of all plant and produce debris and all non-organic materials, also including but not limited to: wire, string, stakes, rocks, plastic, garden art, etc. Year round gardeners who will be returning to their same plot the following year may leave landscape garden items (i.e. pavers, bed borders, etc.). All items that are the property of the Community Garden (i.e. boards, cans, chairs, cages, etc.) must be returned, neatly, to the proper storage area. Designated organic items may be left in the garden plot for composting purposes. All gardens must be cleared of plant debris by first major snow. I understand any plot holder who does not clean their plot may forfeit their future garden privileges. If I am not able to clear my plot by the required due date, I will contact a Board Member or Horticulture Program Coordinator.

10. The Community Garden has available for plot holder usage a limited amount of garden tools/ equipment. I agree these items are for plot holder use only at the North Community Garden and are not to be removed from the premises. After each use, I will clean and return all items (excluding hoses) to the shed before leaving the garden for any reason. Water will not be allowed to run in plots when plot holders are not present. Prior to the use of any motorized equipment, such as rototillers, etc., plot holders will be required to attend an instructional class (no exceptions), sign a required waiver for use of rototiller and have paid for use of garden owned equipment. **Any theft from the garden will result in immediate and permanent expulsion from the garden and possible legal prosecution.**

11. Chemical pesticides and herbicides are prohibited from use by plot holders. Any use of prohibited chemicals is cause for immediate expulsion from the garden. Only organic pesticides may be used in the garden. Under certain situations the Community Garden Board reserves the right to use chemical pesticides, herbicides or rodent control, as deemed necessary for the good of the garden (see attached list). Certain plants are prohibited/invasive and will be removed within seven days by plot holder upon notification by a Board Member or the Horticulture Program Coordinator.

12. Non-compliance of rules can result in probation or expulsion from the garden. If you are on two consecutive years of probation, this may result in permanent expulsion. If you are expelled or forfeit from the garden for any reason, you are not to come into the garden under any circumstances.

13. I have read, understand and agree to abide by the Community Garden Agreement rules and regulations as stated above.

Printed Name \_\_\_\_\_ E-Mail \_\_\_\_\_

Mailing Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell/Work Phone \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**\*\*Revised January 2024\*\***

The University’s policy has been, and will continue to be, one of nondiscrimination, offering equal opportunity to all employees and applicants for employment on the basis of their demonstrated ability and competence without regard to such matters as race, sex, gender, color, religion, national origin, disability, age, veteran status, sexual orientation, genetic information, political belief, or other status protected by state and federal statutes or University Regulations.

## Community Garden Rules and Regulations 2024

**Absence.** If you are gone for a week or longer, you are responsible for notifying your plot advisor or Horticulture Program Coordinator at the University of Wyoming Extension Office at 682-7281. During your absence, you are responsible to arrange for watering, weeding, harvesting, etc. of your plot.

**Additions to plots.** Untreated grass, newspapers (black/white print), straw, etc. are acceptable for pathways and mulching.

**Behavior.** Responsible and safe behavior is expected at all times. Any person acting in a dangerous or destructive manner will be prohibited from the property. Parents are responsible for their children. Children must be kept out of others' gardens and are not allowed to play with Community Garden tools or waste water.

**Common Areas.** Plot holders will cooperate to help keep the overall garden site neat and clean. Gardeners will share in the responsibility for maintaining entryways, pathways, and other common areas.

**Courtesy.** Plot holders are expected to treat other gardeners, visitors, etc., with common courtesy. Anyone who is routinely disrespectful to others will be relieved of their gardening privileges.

**Fertilizer.** Chemical and/or organic fertilizers are permissible. (Miracle Grow, etc.)

**Herbicides.** Chemical herbicides are prohibited from use by plot holders.

**Hoop House.** Plots are available to Community Gardeners in good standing.

**Pesticides.** Chemical pesticides are prohibited from use by plot holders.

**Plots.** (1) All plots will be assigned by the Community Garden Board and the Horticulture Program Coordinator. (2) Plots are not transferable. (3) Any plot left unattended for ten days will be reassigned. Notification will be sent after ten days and reassigned five days after the notification if no action is taken. (4) Plots are limited to one per "household". Second plots may be offered depending on availability.

**Probation.** Non-compliance with rules, not attending workdays and other serious situations may result in the plot holder being placed on probation or the loss of gardening privileges.

**Restrictions.** (1) Pets are not allowed within the Community Garden site. (2) Growing illegal or poisonous plants are prohibited. (3) Smoking, tobacco, or nicotine products are prohibited within the Garden site. Alcohol and illegal drugs are also prohibited.

**Security.** Please help maintain garden security by checking both gates and shed locks when leaving.

**Toilet.** The toilet will be kept clean at all times. Contact the University of Wyoming Extension Office, 682-7281, if necessary.

**Vandalism.** Protection against theft or vandalism cannot be guaranteed. Any theft or vandalism should be reported as quickly as possible to the University of Wyoming Extension Office or the Gillette Police Department. Stealing or deliberate damage of produce is particularly serious.

**Waste.** Disease-carrying plants (tomato, potato, eggplant, etc.) and non-organic waste (plant stakes, plastic containers, etc.) are to be placed in the trash receptacle.

**Water.** Running water shall not be left unattended. Gardeners shall be courteous of other gardeners' watering needs. Trench & drip system watering is not allowed.

**LACK OF ADHERENCE TO THESE RULES CAN RESULT IN A GARDENER BEING PLACED ON PROBATION OR DENIED A PLOT FOR THE FOLLOWING GROWING SEASON. If you must miss a meeting, you must complete assigned makeup work.**

Any questions, suggestions, or problems should be reported to: University of Wyoming Extension Office at 682-7281.

The University's policy has been, and will continue to be, one of nondiscrimination, offering equal opportunity to all employees and applicants for employment on the basis of their demonstrated ability and competence without regard to such matters as race, sex, gender, color, religion, national origin, disability, age, veteran status, sexual orientation, genetic information, political belief, or other status protected by state and federal statutes or University Regulations.

# APPROVED PEST CONTROL and PROHIBITED PLANTS LISTING FOR THE COMMUNITY GARDEN

## Non-toxic to humans and animals

To protect the health of the gardeners, the Community Garden is pesticide-free. Absolutely no insecticides, fungicides or herbicides allowed.

If you have a question about a particular insect or disease that is not discussed below, please call your Plot Advisor or the Extension Office at 682-7281.

### INSECT CONTROL:

- Bt (*Bacillus thuringiensis*) var. *Kurstaki*, [ie. Thuricide, Dipel] – for control of cabbageworm, corn earworm, tomato hornworm, parsley caterpillar and cutworm (any caterpillar or worm from butterfly or moth adult)
- Bt (*Bacillus thuringiensis*) var. *san diego* – for control of Colorado potato beetle
- Insecticidal soaps, [ie. Safers] – for control of most soft-bodied insects such as aphids, immature squash bugs, leafhoppers, thrips, whiteflies, spider-mites and limited control of earwigs.
- Ultra-fine horticulture oil spray [ie. SunSpray, Eco-Oil] NOT DORMANT OIL – Controls aphids, mites, beetle larvae, leaf-miners, leafhoppers, thrips, whiteflies and some caterpillars (do not spray when temperatures are over 90 or when plants are thirsty)
- Diatomaceous earth – for control of slugs, cutworms, squash vine borer, ants and other soft-bodied insects
- Sticky traps [ie. Tanglefoot] – yellow cards, with a sticky coating of Tanglefoot spread on them and placed horizontally in garden, control whiteflies, fungus gnats, aphids, leafhoppers and other small flying or jumping insects.
- Beer traps – shallow containers set in level with the surface of the soil and filled with beer or a yeast, sugar and water combination attract slugs. May also be effective at attracting earwigs.
- Row covers / insect barriers [ie. Remay] – lightweight spun polypropylene fabric that allows light and moisture to penetrate but protects plants from flying, egg-laying adult insects such as cabbageworm moths, Mexican bean beetles, Colorado potato beetles and flea beetles.

### DISEASE CONTROL:

- Immediate removal of diseased plants from garden to trash
- Spray plants with compost tea (compost soaked in water with resulting liquid drained off and watered down to light tea color)

### WEED CONTROL:

- Pulling out by the root or hoeing – before the weeds go to seed and before the roots get large and woody.
- Smothering – black plastic, layers of newspapers, grass clippings, old carpet, wood chips, cardboard.
- Plastic and paper will need to be pinned down or covered with grass clippings to keep from blowing.

### FERTILIZERS:

- Chemical liquid or granular fertilizers may be used if carefully kept within the boundary of one's own plot and applied according to label instructions.

PROHIBITED PLANTS:

Cannabis  
Hops  
Jerusalem Artichoke  
Trees

CONTAINER PLANTS ONLY:

Mint  
Blueberries  
Blackberries  
Honeyberries  
Raspberries

ACCEPTABLE IN GROUND:

Asparagus  
Rhubarb  
Strawberries

I have read, understand, and agree to abide by the Approved Pest Control and Prohibited Plants Listing for the Community Garden.

Printed Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

## 2024 North Community Garden Dates to Remember

<b>1st General Meeting</b> (Mandatory for all gardeners)	Tuesday, April 9 <sup>th</sup>	6:00pm Cottonwood Room- George Amos Memorial Building
<b>Spring Busy Bee Days</b> (Must attend 1 of the 2 days)	Saturday, May 4 <sup>th</sup> Thursday, May 9 <sup>th</sup>	10:00am-12:00pm 4:00pm-6:00pm
<b>June Monthly Meeting</b>	Tuesday, June 11 <sup>th</sup>	7:00pm
<b>July Monthly Meeting</b>	Tuesday, July 9 <sup>th</sup>	7:00pm
<b>August Monthly Meeting</b>	Tuesday, August 13 <sup>th</sup>	7:00pm
<b>September Monthly Meeting</b>	Tuesday, Sept. 10 <sup>th</sup>	6:00pm
<b>Fall Busy Bee Days</b> (Must attend 1 of the 2 days)	Saturday, October 5 <sup>th</sup> Thursday, October 10 <sup>th</sup>	10:00am-12:00pm 4:00pm-6:00pm

Do you want to get text reminders about meetings? Sign up for the REMIND APP!



Text this number: 81010

Send this in the message: @ncg21

If you need any help with the Remind App, stop by or call the Extension Office.