

UNT Community Garden Guidelines and Policies

Mission and Goals

The mission of the UNT Community Garden is to create a unique platform for our university to sustainably and organically grow food, promote education, and foster a community focused on a greener, healthier future for everyone.

Quick Look

- UNT Community Garden is located outside Legends Hall, behind the UNT Rec Center.
- UNT Community Garden is focused on creating a collaborative community of environmental thinkers by working in the soil and receiving hands on gardening experience.
- UNT Community Garden is open to all individuals, students and faculty alike, and does not discriminate based on age, ability, background, or level of gardening experience.
- UNT Community Garden is free. No cost to apply and seeds, tools, supplies, and education opportunities are free of charge.
- UNT Community Garden is an Organic garden. DO NOT bring or use any synthetic or chemical products.

General Rules and Information

- The UNT Community Garden is subject to all applicable University policies and regulations.
- The UNT Community Garden is managed by UNT Student Sustainability.
- The UNT Community Garden is an Organic Garden. This means NO synthetic fertilizers, chemical herbicides, chemical pesticides, or other non-organic means of gardening.
- The Garden is open from sunrise to sunset, except when the University is closed due to inclement weather.
- Planting, harvesting, weeding, and any other in-plot gardening activities are restricted to Plot-holders, their Gardeners, and volunteers; but UNT students and faculty may visit freely.
- No permanent structure may be placed in or around plots. Only trellising or tomato cages may be used.
- No tampering with plots other than your own without written permission from the plot-holder or Community Garden Facilitator.
- All produce grown in plots are the property of their respective plot-holders.
 - Voluntary donations of produce will be encouraged, and accepted on Garden Work Days. Donations will be distributed to those in need by UNT Student Sustainability staff.
- No illegal plants of any kind may be grown in the garden.



- Plot-holders may NOT transfer ownership of their plot to another organization.
- The UNT Community Garden is committed to accommodating Gardeners who are differently abled. These students should notify the Garden Facilitator or the Office of Student Sustainability of their needs.
- Questions and comments about the Garden may be directed to the Community Garden Facilitator at CommunityGarden@unt.edu, or call (940) 565-3537.

Plot Ownership

- All plots are free of charge.
- Plots are reserved for the period of one year, from August 31 – July 31.
- Plots are reserved by Student Organizations, Student Groups, or University Departments.
 - A Student Group is five or more individual, unaffiliated students that would like to apply for plot ownership. The Community Garden Facilitator can upon request, assist students in finding a group.
 - All applicants must designate one member as the Garden Leader for their plot.

Garden Leader Responsibilities

- The Garden Leader is the main point of contact for the Community Garden Facilitator.
- They are responsible for making sure the garden is maintained appropriately, any maintenance issues are corrected in a timely manner, and that all volunteer and plot holder commitments are met.
- Garden Leader has executive decision making power in instances where other plot holders in the organization cannot be reached to make a group decision. (i.e. Garden Leader discovers a pest problem that needs immediate action)
- Garden Leader is responsible for communicating scheduling conflicts, warning resolutions, and contact information of new Garden Leaders upon graduating or leaving the University with the Garden Facilitator.

Plot Holder Commitments & Requirements

- All plot-holders must attend an orientation training. Orientations are held on the first Garden workday of the Fall semester.
- Plot-holders must schedule a maintenance plan for their garden.
 - It is recommended that 3-5 hours a week be spent maintaining plots.
- Plots must have beds fully planted and be actively gardened year-round.
 - Plot-holders may choose to winterize their plot between December 15 and February 1.



- Spring planting must occur no later than February 15.
- Plot should never have dead vegetation, rotting produce, or weeds.
- More experienced gardeners are expected to mentor less experienced gardeners on work days and by request of the Garden Facilitator.

General Garden Maintenance Requirements

- Plot-holders are **required** to send at least 1 representative to Community Garden workdays each month. Attendance will be tracked by the Garden Facilitator via Sign-In Sheets. Failure to send representation to workdays can result in forfeiture of plots.
 - Garden workdays will be hosted on the second and fourth Saturday of each month.
 - A list of tasks for gardeners will be provided prior to and on each workday.
- Common areas include pathways, compost bins, tool shed, gazebo, and areas in and around garden, and are to be maintained by gardeners throughout the week and on garden workdays.
- Gardeners are expected to keep common areas clean of trash, debris, and rotting or dead plant matter. Please keep compost and trash in appropriate containers.
- Gardeners are expected to regularly weed the areas around their beds.

Neglect of Commitments

- Neglect of plots will be determined by UNT Sustainability staff and documented.
- An email “In Need of Maintenance” warning will be issued to the Garden Leader if a plot is deemed to require maintenance. Plot-holders will be given one week to correct the issue.
- A second warning will be issued to the Garden Leader if maintenance has not occurred after one week. Plot-holders will have one week from the date of the second email to correct the issue.
- If the problem is not resolved within two weeks of the original maintenance warning, organizations will forfeit ownership of their plot and all its contents.
- Plot holders are expected to communicate what has been done after completing maintenance. If Garden Leader fails to communicate executed plan, warning will not be resolved.
- If a Garden Leader receives frequent “In Need of Maintenance” warnings, a remediation plan may be enacted for the plot-holders. This plan will set clear maintenance benchmarks which must be met. If remediation plan is not followed, plot-holders will forfeit ownership of their plot and all its contents.
- If Plot holders fail to send a representative to three consecutive workdays, plot-holders will forfeit their plot and all of its contents regardless of plot condition.



Tools, Seeds, Supplies

- All necessary seeds, tools, and supplies are provided free to plot-holders.
 - Requests for items not provided can be sent to communitygarden@unt.edu, and items will be reviewed on an individual basis.
- Seeds will be rotated constantly according to recommended planting schedules for North Central Texas, and can be obtained in the shed at the garden at any time. Please notify Community Garden Facilitator if you see that a seed needs to be restocked.
- Any seeds or transplants NOT provided by the Community Garden MUST be approved by the Garden Facilitator prior to planting.
- The Garden maintains a selection of tools that are available to Gardeners, on sight. Water and hoses are provided by the university, and gardeners must remain on sight while using them. Timers and in-bed irrigation are strictly prohibited.
- Plot Holders and Gardeners will be given the combination to the tool shed upon registration. This code may not be shared with anyone outside of their organization.
- Gardeners are required to use all gardening tools responsibly and for their intended use. The University of North Texas and its staff are not responsible for damages or injuries caused by improper use of equipment and/or resources in the Garden.
- Gardeners who bring their own personal gardening tools assume liability for all damages or injuries caused by malfunctioning or damaged equipment.
- Only Gardeners who are members of Plot-holding organizations are permitted to use Garden tools, and tools may not be removed from the Garden for any reason
- If a Gardener finds that a tool is damaged or malfunctioning, they are required to remove the tool from circulation and notify the Garden Facilitator.
- The UNT Community Garden is an Organic garden. Organic and natural insecticide, herbicide, fungicide, and fertilizers will be provided in the tool shed. Gardeners are not to use any synthetic/chemical products. Failure to comply with this rule will lead to forfeiture of plot and all of its contents.

Composting

- Composting bins are considered a “common area” of the garden and are maintained by designated gardeners known as the Compost Team.
- Email communitygarden@unt.edu to express interest in joining the compost team
- In garden composting systems DO NOT use egg shells or food waste from outside the garden.



By signing below, I acknowledge that I and my organization's gardeners have read and agree to the rules and conditions of the UNT Community Garden. **Failure to comply with the any of the above rules and conditions may result in punitive action or loss of plot ownership.**

Printed Name of Garden Leader: _____

Signature of Garden Leader: _____

Initials of Additional Gardeners: 1. _____ 2. _____ 3. _____

Organization/Department/Group Name: _____

Signature of Organization President, Chair, Leader: _____

Date Signed: _____ / _____ / _____

