



Elkhart Environmental Center

Adopt-A-Plot Program Guidelines

Elkhart Environmental Center
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The Adopt-A-Plot Program is sponsored by the Elkhart Environmental Center (EEC) to encourage sustainable practices, environmental stewardship, community involvement, and education. Participating individuals and groups perform caretaking responsibilities and work with EEC staff to ensure garden plots are in good condition. The Learning Garden where these plots are located is occasionally used by the EEC for educational programming.

1. Participants are expected to commit to a one year, signed agreement stating they will maintain their adopted plot(s):
 - At least 2-3 times every week during the growing season, April—October
 - As needed for winter/summer preparations November—March
2. Participant responsibilities include:
 - Planting appropriate plants in adopted garden plots and reporting this information accurately on the Adopt-A-Plot Garden Map form (*seeds will be provided*)
 - Maintaining plants and garden plots by weeding, watering, composting, laying mulch on paths around plots, and other maintenance tasks as needed (*materials will be provided*)
 - Reporting the amount of time and individuals involved in any volunteer duties*
 - * Email surveys will be sent out at the end of the month to collect this information
 - Cleaning garden beds out by November 1
3. Participants are expected to fulfill their duties safely. This includes:
 - Using safe practices
 - Wearing personal protective equipment (PPE) when needed
 - Adhering to EEC safety policies
4. Participants agree to adhere to EEC and city volunteer policies and procedures, including, but not limited to:
 - Drug and Alcohol Policy (*not possessing, using, or being under the influence of drugs or alcohol while volunteering*)
 - Smoking Policy (*not smoking on the trails or within 8 feet of any entrances*)
 - Dress Code Policy (*wearing appropriate attire while representing the City of Elkhart through volunteer activities*)
5. *If a plot is adopted by a school or youth group, the adopting group must provide one adult supervisor for every 8 participants under the age of 16.*
6. Fertilizers, herbicides, pesticides, etc. are **not** permitted. All necessary gardening materials will be provided.

If you are interested in attending a volunteer training session, please contact the Volunteer Coordinator.

Thank you for your participation!