



Grassroots Gardens of Buffalo Application Process

1. Garden Application & Site Design
 - a. City-owned land: If prospective garden site is located on *city-owned* land, applicant **must** complete the City of Buffalo's "Request to Acquire City-Owned Property" application, found at: www.city-buffalo.com/Home/City_Departments/RealEstate Return directly to City of Buffalo, Division of Real Estate.

AND, applicant must complete the Grassroots Gardens of Buffalo (GGB) new garden application (attached). Return directly to GGB.
 - b. Privately-owned land: If prospective garden site is located on privately-owned land, applicant must provide proof of land owner's consent to use property for community gardening purposes,

AND applicant must complete the Grassroots Gardens of Buffalo (GGB) new garden application (attached). Return directly to GGB.
2. Garden Committee meets with prospective Community Gardener(s)
3. If the project is deemed viable, Community Gardeners are scheduled to meet with the GGB board to present proposed project.
 - a. Community Gardeners meet with the GGB board.
 - b. Board decides to approve, not approve or request further clarification about the project
4. If approved – letter of contingent approval pending approval of lease from the City of Buffalo **AND** Gardener Agreement signed & returned to GGB
5. Lease process begins **AND** garden location is added to GGB liability insurance policy
6. Letter of final approval is sent to the Community Gardener(s)



Our Mission:

Grassroots Gardens of Buffalo is a community gardening program in the City of Buffalo working with public and private sectors to revitalize neighborhoods and build quality of life through the reuse and beautification of vacant land.

Who We Are:

An independent 501(c) 3 organization, Grassroots Gardens of Buffalo (GGB) functions largely as the liaison organization between the City of Buffalo administration and our city's enthusiastic community gardeners. Primarily, GGB establishes leases with the city and indemnifies the properties, enabling gardeners to take on the challenges of establishing and maintaining the gardens without the added burden of liability for gardeners and visitors. In addition, whenever possible, GGB assists the gardeners' efforts through the provision of supplies, materials, and other resources including the distribution of plants, seeds and bulbs and other supplies.



Grassroots
Gardens
of Buffalo

APPLICATION FOR PROSPECTIVE GARDENERS
(Open Enrollment: October 1, 2010 - March 4th 2011)

Location of Garden

Garden/Organization Name

Garden Manager Name

Address

Phone Number(s)

Email

Name of Second Contact Person

Phone Number(s)

Email

How long has your organization been in existence?

How many volunteers/members are in your organization?

Please let us know if your organization registered with the IRS as an official 501c (3) nonprofit?

Yes _____ No _____

How will your Garden Project fit into your community and affect your community?



Grassroots Gardens *of Buffalo*

How many volunteers are willing to commit to the hard work associated with maintaining a community garden?

List sources of funding, in-kind services (supplies, professional advice, plants & materials, volunteers) that your organization can put toward creating and maintaining your garden:

Are there any other organizations you have formed or can form partnerships with to help with the establishment and upkeep of the community garden? Yes_____ No_____
If so, please list them:

Do you know who owns the lot? If so, who?

How close is the lot to your organization's office or to members' homes?

What is the approximate size and location of the lot?
(On a corner, between two houses, etc.)

Has your organization cleaned the rubbish, weeds, etc. off of the site?

What will be the source of water?

Where is the nearest fire hydrant? Name street address:



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Please attach landscape plan, sketch, photos, etc.

Return to:

GRASSROOTS GARDENS OF BUFFALO

**2495 Main Street, Suite 408
Buffalo, New York 14214**

(716) 783-9653

grgbuffalo@gmail.com



Grassroots Gardens Assistance

Lease & Insurance

- Because the City of Buffalo has multiple plans/needs/uses for the lots, not all vacant property is available for lease
- Therefore, EVERYONE must go to City Hall Real Estate Department (Room 901) to find out what the available uses are for that/those properties
- If the parcel is available for Community Gardening Use, then Grassroots Gardens of Buffalo (GGB) will negotiate with the city to add your lot to our Master Lease
- If the negotiations are successful, in addition to being added to our Master Lease, we will add you to our Liability Insurance Policy

Materials (Plants, Seeds, Compost, Mulch, Equipment)

- GGB coordinates donations of materials and volunteers for our Community Gardeners. Our Garden Coordinator will work with you to determine your needs. GGB does our best to accommodate you understanding that plants and materials are subject to availability

Water

- For our Community Gardeners - GGB will secure permission from the city to utilize fire hydrants for watering
- For existing organizations – GGB asks that those organizations secure permission to use fire hydrants for watering directly from the city

Technical Assistance

- Gardening education classes
- Soil testing
- Gardening methods and maintenance
- Assist with site design.