



# Memorandum of Understanding Agreement

SOG Attending Personnel : \_\_\_\_\_

Senior Location Personnel : \_\_\_\_\_

Date: \_\_\_\_\_

This signed document is to ensure clear agreements between SOG and each of its seniors' locations, and provides for contingencies of various natures. Copy to Seniors' location & SOG.

## Assessment

Meeting to determine the suitability of both SOG and client.

- Growing conditions: sun, soil, water, garden space.
- Commitment to organic vegetables & herbs for food.
- Willingness of administration and gardeners to share with each other and the community.
- Commitment to continuing the gardens after Year 3 when funding ends.
- Commitment to timely communications among organizers.
- Provision of Contact Information.

Admin Name: \_\_\_\_\_ Admin Contact: \_\_\_\_\_

Gardeners' committee names & contact information: \_\_\_\_\_

SOG Manager: \_\_\_\_\_

Garden inventory

1. Number and kinds of gardens
2. Plant health concerns: sun, soil, climate, pests, weeds, diseases.
3. Equipment: items owned by SOG and those owned locally.
4. Site location.
5. Workshops provided in past years.
6. Year of the strategic plan: 1, 2 or 3.



## Senior Organic GARDENERS

### SOG will

- Provide a gardening program for a term of 3 years.
- Assess individual growing conditions and advise for gardening success.
- Offer adapted opportunities for seniors to participate in gardening in a variety of settings.
- Provide organic seeds, seedlings, containers, soil, compost, and basic hand tools as far as the growing season budget permits.
- Offer safe organic gardening workshops, Q&A sessions, and horticultural therapy.
- Organize gardeners' committees where practical for seniors to share in decision-making about their gardening.
- Implement peaceful conflict resolution guidance for seniors' groups as needed.
- Provide access to electronic resources (e.g., articles, zooms, videos, PowerPoints, organic seed companies,).
- Offer train-the-trainer workshops to organization personnel.

### SOG will not

- Provide soil testing, raised beds, box beds, or elevated beds.
- Be the on-site gardener.
- Perform garden labour (e.g., shoveling, weeding, removing detritus, ...)

### Expectations of actions and contributions by participating groups

- Participate actively in the gardening program as gardeners.
- Engage other seniors for encouragement and support (e.g., share findings, successes, and failures; chat; show & tell (e.g., share on WhatsApp?); celebrate; and give feedback.
- Make a modest donation to SOG where possible.
- Provide permissions/approvals where necessary: senior's agencies, municipal or regional by-laws, signed individual permissions for photographs.

Encourage seniors' organizations to access and distribute to individual seniors to ensure privacy, reduction of contacts, and labour-saving for the SOG manager

### Types of garden visits

- Introductory visit by SOG Manager/Garden Coach.
- Calendar:
  - April: Agreement Meeting with Admin.
  - April- May: Planning with Gardening Group or Committee.
  - May-June: Planting Session & Follow up for advice on garden care.
  - July-August: 2 visits per month for advice on garden care.
  - September-October: Visits for harvest celebration, feedback & garden clean-up.
  - December-March: non-growing season activities (e.g., indoor micro-gardens, book club, workshops, and symposiums).



## Senior Organic GARDENERS

### Three-Year Cycle

#### Year 1

The SOG team will offer workshops (planning, planting, maintaining, harvesting, harvest celebrations, feedback and garden clean-up for winter), assist in planting and establishing the gardens, make periodic visits to note progress, offer advice and some assistance regarding maintenance of gardens. Gardening committees of the seniors will be formed to design, plan, and carry out garden activities so that seniors can participate in the decisions that affect them.

#### Year 2

The SOG team will again assist in the planning, planting, care of the gardens, celebrations, and garden clean up. Workshops will be limited to topics not covered in Year 1 or to topics which the SOG coordinator feels need further elaboration. Periodic visits may be fewer than those in year 1.

#### Year 3

Gardeners are expected to become autonomous. Advice will be available on demand for garden challenges.

**Schedule of non-growing season visits is to be determined, based on interest and SOG funding.**

### Program Models

#### Model 1

Active Organic Gardening on Location for Planning, Planting, Maintaining, Problem Solving, Harvesting, Winterizing, and Feedback, with Language Interpreters as needed & Gardening Committees offering seniors' participation in decision making concerning their gardens. Gardens are usually grouped in a location near Community Housing or Retirement residences.

#### Model 2

Workshops delivered in owners' homes, a central location, or virtually on home-property. Gardens are at the individual homes of these seniors.

#### Model 3

Organic Gardening Workshop Outreach for gardeners meeting in community organizations having gardens at home. Gardens are usually off site.