



DUG'S ROLE IN YOUR COMMUNITY GARDEN

Denver Urban Gardens (DUG) is the non-profit 501(c)3 organization that supports neighborhoods in developing and maintaining community gardens. DUG's roles include: Denver or Aurora Water Department Liaison, land manager, fiscal agent, design and construction coordinator, organization of volunteer construction labor, and facilitator of construction and garden improvements. Educational classes pertaining to composting, the basics of organic gardening, sustainable land development, and community empowerment are made available to all community garden participants, though these resources may also be found within the community garden. DUG carries liability insurance for all sites and holds long-term lease agreements with landowners. DUG works to solicit funds for construction materials and identifies garden funding partners.

The following items briefly describe how DUG can assist with planning, construction and management oversight of a community garden. As much as possible, DUG works with neighborhoods to leverage volunteers and community workdays in all of these efforts:

USE AGREEMENTS

- insurance protection
- provide volunteer labor waivers

DESIGN and PLANNING

- conduct neighborhood design workshop(s)
- prepare layout plan to dimension and arrange physical site improvements
- prepare grading and utilities plan to identify finished elevations and drainage
- prepare planting plan to locate trees, lawn and seed areas, sizes and quantities
- prepare cost estimate, work plan and schedule
- develop and submit grant proposals to fund improvements
- suggest garden management structures
- prepare architectural drawings as required to construct overhead structure(s)
- These drawings and plans are required to determine quantities which, in turn, assist in identifying and securing donations and or/grant funds.

SITE PREPARATION

- clear site of debris, test soil and add amendments, as necessary
- stake and install fence, if required
- stake the arrangement and layout of pathways, plaza, food gardens, flower beds, composting area, and overhead structures

GRADING

- fine grade the site level
- level and edge pathways in preparation of sub-base material
- level the entry and gathering plaza in preparation of senior and disabled access

UTILITIES

- arrange billing, fees, etc, with Water Department
- install water tap to main line at street, including backflow prevention
- trench and install pipe and hardware, including valves, fittings and hose bibs
- install lighting, as necessary

PAVING

- purchase and haul crusher fines (pea gravel) and sandstone material
- install crusher fines material along prepared pathways and sandstone on gathering space surfaces

VERTICAL IMPROVEMENTS (arbors, signs, art, fencing)

- install entry gates
- assist local artist(s) in site developing art
- install site signs that include contributors/sponsors
- excavate footers, place upright members, and pour concrete foundations
- obtain material for horizontal canopies and fix to up-right members per construction drawings

PLANTING

- stake tree location, lawn and cover-crop seed areas
- stake and install new trees and appropriate perennials
- provide seeds, transplants and soil amendments

GARDEN LEADER ON-GOING COMMUNICATION

- spring garden leader symposium in March
- mid-season phone call check-ins in July
- post-season letters & surveys in September
- in-person meetings when leadership transitions occur