May 2021

Student Handout - Planning to Put in a Garden

Center for Urban Resilience

Planning to Put in a Garden

There are many considerations when putting in a garden …
- identifying and securing needed resources
- identifying and securing funding sources
- identifying key stakeholders to interview to make the garden a success
- scheduling and conducting key stakeholder interviews
- creating a project plan
- dividing project tasks

The following graphic organizers are to be used for each Activity outlined in the Lesson and should remain with students all 5 days of the Project. The graphic organizers will help each team organize and accomplish the project tasks.

Identifying & Securing Needed Resources
Teams should think about what resources will be needed for preparing the garden site (Lesson 5) and on Planting Day (Lesson 6). Don't forget to include "human" resources!

Pre-Planting (Lesson 5)	Planting Day (Lesson 6)
1.	1.
2.	2.
3.	3.
4.	4.
5.	5.
6.	6.
7.	7.
8.	8.
Action Items for Securing Resources:	
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Planning to Put in a Garden

Identifying & Securing Funding Sources

The purpose of securing funding sources is so that if items cannot be donated or aren't available from teachers or students, they can be purchased.

Some ideas for potential donors or info on donors could include:
- School
- District
- PTO / PTA
- Admin Asst
- Budget / Finance Ofc
- Local Clubs:
- - Rotary
- - Elks
- - Lions
- Garden Centers
- Fundraisers
- Go-Fund-Me campaign
- Captain Planet
- Whole Foods Kids
- Roots and Shoots
- Donors Shoes
- Enrich LA

Other Ideas:
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Action Items for Securing Funding:
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Planning to Put in a Garden

Identifying Key Stakeholders to Interview
Scheduling Interviews
Conducting Interviews

The purpose of conducting interviews is to find out what the limitations are, if any, in terms of putting in a garden at the school, and soliciting ideas for the garden, for securing resources, and for pre-planting and planting day. Some of the key stakeholders might have prior experience putting in a garden and can provide great ideas.

Ideas for people to interview about the garden project:
- Principal / Asst Principal
- Other teachers
- School Club advisors
- Parents / caregivers
- Facilities staff

Other Ideas:
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Action Items for Scheduling and Conducting Interviews:
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Interview Questions:
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Planning to Put in a Garden

Creating a Project Plan Proposal

- *The purpose of creating a Project Plan Proposal is so that all tasks related to the project are outlined and organized in one document. Each person leading sub-groups should write a summary of their results, to be included in the final proposal.*
- *When completed, the proposal will be presented to School Administrators, who will need to give final approval for the project to move forward.*
- *The proposal should be thorough and detailed.*

Ideas for Items to Include:
- Project Introduction / Overview / Summary
- Team Members and Project Roles & Results
- - Materials
- - Funding Sources
- - Key Stakeholder Interviews
- - Key Stakeholders Participating
- Implementation Timeline
- Project Plan Proposal
- 2D Drawing of Garden Plan
- 3D Model of Garden Plan (if possible)

Keep in Mind Steps to Creating the Proposal:
- Divide tasks among all team members – writing for each part, drawing, etc.
- Agree on who will be presenting each piece to school administrators
- Use a peer-review process to check for spelling, grammar, sentence construction, presentation, etc.
- Practice the presentation at least once or twice before Presentation Day!
- All team members should be part of the presentation

Other Ideas:
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Action Items:
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Project Task Assignments:
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