

Garden Assistance Party (GAP) Agreement – Public Sites



The Ocean Friendly Gardens Program's (OFG) Garden Assistance Party (GAP) was created by Surfrider Foundation to help property renters and owners implement a landscape design that meets the OFG criteria while providing education and training opportunity to the community.

A GAP is a one-day workshop, typical lasting 4-5 hours, in which Surfrider volunteers join with the site representative (e.g., teacher at a school, director of a community center, etc.), their co-workers and community members to install an OFG. Preparation begins well before the GAP - usually 8-12 weeks before the workday. Typically, the work area guaranteed by the OFG Committee is less than 500 square feet so that the work area can be retrofitted completely by the end of a single GAP. Before initiating a GAP, we recommend a site representative carefully consider whether they have both the funds and time to complete the project.

The Surfrider chapter agrees to the following:

- Reach out to its volunteers to help at the GAP.
- A pre-workday site visit with the host, utilizing the OFG criteria.
- Review and provide feedback on the landscape design.
- Bring gardening tools (if they have any).
- Provide liability insurance, with host named as additional insured.

The site representative agrees to the following:

- Invite people they know to participate, especially neighbors.
- Provide food and drinks for volunteers.
- Pay-it-forward by volunteering with the Surfrider chapter OFG Committee or helping in their neighborhood to promote and/or install OFGs.
- Agree to put an OFG sign in the re-landscaped area.

Site Location

- Host either owns the property or has written approval from the owner.
- Site should have high visibility for potential tours, e.g., front yards only.
- If buildings do not have rain gutters and downspouts, and the host is unable to install them, sheet flow of rain off the roof needs to be addressed per the OFG criteria, i.e., use of plants or material to prevent rain scouring the soil.

Prior to GAP

- At least 30 days prior to GAP, the host will provide to the OFG committee the landscape design and rough plant list that identifies how they will incorporate the OFG criteria. Designs shall be drawn to scale, either hand-drawn or using a computer.
- If the host cannot create the design themselves, they will need to hire a professional. The OFG committee may be able to recommend professionals.
- An OFG committee member will review the plan and provide feedback.
- The site must be prepared prior to the GAP workday, i.e. removal of all grass and/or plants including roots that will not be part of final design.
- Work that requires a contractor's license is performed by a licensed (or otherwise state-qualified) contractor, e.g., irrigation valve installation.

Maintenance Training

The Surfrider chapter agrees to the following:

- The Surfrider chapter agrees to lead 3 training events in the first year

- 1 training in the Fall - part of the training will be on pruning. The other part will be an orientation and a school volunteer must participate. This person will be the point of contact for the Surfrider chapter.
- 2 trainings in the Spring - one about weeding and the other about mulching.
- Provide volunteers for three maintenance workdays per year for the subsequent two years

Public site agrees to the following:

- School landscaping service representatives attend the first year of trainings
- Provide access to the OFG site, restroom facilities and dumpster for waste material for these maintenance days
- Advertise maintenance days to the parents and school community

The host agrees to have all landscaping materials on-site by morning of GAP day (e.g. mulch, plants, garden tools, gravel, and other rock necessary to construct dry streams and retention basin. See the "Preparing for Your GAP" document.)

Homeowner Signature: _____ **Date:** _____

GAP Host Signature (if not homeowner): _____

Surfrider OFG Signature: _____ **Date:** _____