

## 2024 Wilsonville Community Garden Service Hours

*Please read and sign, acknowledging your agreement.*

The Wilsonville Community Garden is a shared space, meant to be cared for by all of the gardeners who have registered for a plot each year. Effective in 2024, all gardeners will be required to contribute and log four (4) hours in service to the Community Garden outside of their own plot. Our hope is that this group effort will keep our shared space in good shape, help prevent weeds from overwhelming the garden, and help build community. Here are answers to a few frequently asked questions:

- Hours must be recorded to meet the requirement.
- The four (4) hour service requirement is per plot. If there are co-gardeners sharing the same plot, they can all contribute to the four (4) hour total for their plot.
- Accommodations can be made for gardeners with extenuating circumstances or physical limitations.
- All gardeners—regardless of when they sign up for their plot in the calendar year—are required to complete the required four (4) hours (or reach out about an accommodation) each year. Service hour requirements are not prorated for later registrations.
- Gardeners who do not complete their required community garden service hours or do not receive an accommodation risk forfeiting their plot for upcoming seasons.
- Gardeners may complete service hours on their own or during designated work parties. Wilsonville Parks and Recreation will schedule multiple work parties throughout the season that gardeners may choose to attend. These dates will be publicized in advance.

### How to Log Hours

Community service hours must be recorded to count towards the four (4) hour requirement. Hours may be logged in the physical Garden Service Hour Notebook (to be stored on site in the garden) or logged online. Please make sure to log all the service work you have done in the garden!

- When logging hours in the notebook, please use the designated sheet for your plot number.
- If you complete service hours with family or friends (who do not have their own, separate garden plot), please record the total amount of time for all of you as one lump sum for that date. (For example, if three people spend 30 minutes each weeding along the fence line, you would log 1 hour 30 minute (90 minutes) since it is the equivalent to 30 minutes x 3 people.)
- Please reach out to the Parks and Recreation team if assistance is needed in recording hours.

### Accommodation Options

If you are unable to complete a portion or all of your four (4) service hours, please contact us. You must complete the service hours or request an accommodation to be compliant with the policy for the year. Please request an accommodation before September 1.

To request an accommodation, please email [garden@ci.wilsonville.or.us](mailto:garden@ci.wilsonville.or.us) or call our team at 503-783-7529.

*I understand that I am responsible for contributing and recording a minimum of four (4) hours in service to the community garden outside of my own plot. If I am unable to complete all or a portion of my designated hours, I will reach out for an accommodation no later than September 1.*

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