

Thank you for your interest in adopting a garden or landscape planting of Three Rivers Park District.

Application Process:

Please take time to carefully read the following information. Share it with group members as appropriate, then sign and return the Adopt-a-Garden Application Form. Contact the Horticulture Supervisor or Forestry Manager with any questions you may have. You will be contacted with confirmation of your sponsorship.

Three Rivers Park District agrees to:

- Provide sponsor sign recognition for 2-year commitment in the adopted garden.
- Provide trash bags for litter pickup and weed disposal as requested.
- Remove filled trash bags from the adopted planting after clean-up is complete.
- Provide information necessary to perform the work including training.



The Sponsor Agrees to:

- Provide ongoing maintenance of adopted garden or landscape planting. Weeding and clean-up is needed on most of our maintained gardens and landscaped areas. No trimming, planting, seeding, earth moving, etc. may be performed without specific authorization from the Forestry Manager or Horticulture Supervisor.
- Adopt one garden or formal landscape. See attached list for gardens that are available for adoption. Areas are assigned on a first come, first served basis. Sponsorship approvals are at the discretion of the Horticulture Supervisor or Forestry Manager.
- Commit to at least two years of sponsorship. Agreements are renewable; you will be contacted by Park District staff prior to the expiration of your commitment. (Short-term projects may be possible as well.)
- Schedule at least 2 maintenance days/month (with potentially additional days required during the summer months). Maintenance is possible from April 15 to October 15. A maintenance schedule must be prepared for each month and submitted to the Horticulture Supervisor or Forestry Manager a week in advance.
- Provide adequate supervision for groups. Groups work independently, under the supervision of group leaders. Sponsors must ensure that there is one adult supervisor present for every 10 juveniles (under 16). Parent Permission for Minors: Groups are responsible for obtaining parent permission of minors under age 18. Individual volunteers must have a Permission Form on file.
- Review Safety Considerations and share information with group members.

Procedures:

- Notify Horticulture Supervisor or Forestry Manager of clean-up day.
- Contact the Horticulture Supervisor or Forestry Manager after finishing your work for garbage bag pick-up.
- Record your group's contribution. Please record the date, number of people, and hours contributed by your group. Please send this information to the Volunteer Office using the form provided.

Safety Considerations:

- Sponsors/sponsor groups are responsible for reviewing and being familiar with the safety information provided in the online training presentation.
- Sponsors/sponsor group members are encouraged to use caution when picking up debris since items may be sharp or heavy and could cause an injury if not handled properly.

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- In the event any suspicious looking material or unmarked containers are found, please avoid contact, note the location and call the Horticulture Supervisor or Forestry Manager.
  - At no time should sponsors or volunteers use gas or electric powered equipment or herbicide of any type.
  - Sponsors may not drive any motorized vehicles on trails or in any area other than designated park roads and parking lots.
  - Be aware that poison ivy, ticks, mosquitoes, hornets, etc. may be found in some areas. Information on this topics can be found at (<http://www.dnr.state.mn.us/snapshots/plants/poisonivy.html>) and (<http://www.dnr.state.mn.us/insects/deerticks/index.html>)
  - Carry a cell phone for emergencies, if possible.

List of Suggested Equipment/Clothing:

- Dress for the weather. Recommended items to bring/wear:
  - Work or garden gloves
  - Collecting containers (5-gallon buckets work well) for gathering weeds and/ or trash to be put into larger bags.
  - Garden Tools – trowels, small digging shovels, dandelion diggers, pruners
  - Insect Repellant, sunscreen
  - Drinking water, snacks

Links:

- Forms and information: <https://www.threeriversparks.org/page/group-volunteers>

Contacts:

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Three Rivers Park District Volunteer Office  
12615 Rockford Rd, Plymouth, MN 55441  
763-559-6706  
<https://www.threeriversparks.org/volunteer>  
Fax: 763-557-4943

E-mail: [Volunteer@ThreeRiversParks.org](mailto:Volunteer@ThreeRiversParks.org)  
Deb Vosler, Volunteer Coordinator: 763-559-6704  
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