

Junior/High School Urban Agriculture Detailed Project Proposal

Once you have pre-approval of your project *outline*, it is time to consider the project in greater detail, particularly around implementation and long-term maintenance. Completing this form is sufficient to meet the initial submission requirements for the final approval process by your school board* but we strongly encourage you to work with Sustainable Food Edmonton or another agency that can help you plan your project accordingly. Remember that a well-planned project has a higher chance of long-term success and careful consideration in completing this document can help with the process. Please ensure your detailed project proposal is submitted to the appropriate school board* by your school principal.

Date: _____ School Name: _____
Teacher Lead: _____ School Address: _____
Type of Project: _____ School Principal: _____
Grades Involved: _____ Principal Contact: _____

- school board refers to Edmonton Public, Edmonton Catholic, & Francophone School Boards ONLY.

Before submitting your *detailed project proposal*, remember that the larger and more complex the project, the more difficult it may be to receive approval and the more time it may take the school board* to circulate it through internal departments, resulting in a longer approval process. It is better to start with a small, scalable project that can be enhanced or expanded over time and which:

- gives you an opportunity to learn from mistakes and make appropriate adjustments;
- considers sustainability and fits within the capacity of the school community to maintain it; and
- meets anticipated learning outcomes.

Anticipated Learning Outcomes of the Project: (Briefly outline how this project supports the curriculum)

Location of Proposed Site: _____

Project Dimensions: _____ **Site Dimensions:** _____

Attach a diagram of the proposed site in relation to school buildings & other infrastructure.

Project Plan: (Briefly explain your project)

Explain how the project will be built/developed: (Detail Who? When? How?)

Is there Appropriate Water Access: (Explain how you will access water for the site)

Is Soil Appropriate: (Existing soil? Tested? Remediation? Etc.)

Have you Considered the Grading/Drainage: (Flat? Hills? Impact to existing drainage?)

Is there Appropriate Sunlight: (Shade? South facing? Etc.)

Potential Impact of Trees/Other Plantings (Shade? Roots? Efforts to Protect Etc.)

Surrounding Land Use: (Sports Fields, Potential impacts? Etc.)

Pest Management: (Plan to address pests in keeping with School Board policies)

Circle Any of the Following Elements You Plan to Include in Your Project:

Compost System

Water Catchment System

Project Signage

Waste Collection

Tool/Equip. Storage

Fencing/Staking

How Do You Plan to Pay for the Project Build & Ongoing Maintenance Costs?

Please submit a budget that includes anticipated revenues and details itemized list of costs.

How Do You Plan to Maintain the Project? (include seasonal considerations, who will do the work, etc.)

How Do you Plan to Restore the Site to Its Original Condition?

Final Comments:

Please sign below before submitting your detailed project proposal to the school board:

I, _____ Principal of _____ School,
acknowledge that I have reviewed this detailed project proposal and am in support and approve of this project.

Signature of Principal

Date

For School Board Use Only:

- | | | |
|--|----------------------------|-------------|
| <input type="checkbox"/> School Board Site Visit | Completed By: _____ | Date: _____ |
| <input type="checkbox"/> Project Final Approval Granted | Approved By: _____ | Date: _____ |
| <input type="checkbox"/> Project Final Approval Declined | Reasons for Decline: _____ | |