



2025 Moorhead Community Garden Grant Application

This grant is to help support organizations and individuals who would like to start/operate a community garden on private land (City owned property is not available for this program). The City anticipates awarding four awards of \$500 each for community gardens in 2025. Community gardens must be open and available to the public and either be free or have a minimal cost to join/reserve a plot of land. Funds must be utilized for garden purposes only.

Application due by: **April 11, 2025 – 4:00 PM**
Submit Application to: planning@moorheadmn.gov or
City of Moorhead
ATTN: Planning & Zoning
403 Center Avenue
PO Box 779
Moorhead, MN 56561

Primary Contact Information

Name: _____
Address: _____
Phone Number: _____
Email: _____

1. What is the proposed location/address for the community garden?

2. Include a site plan in the space provided below. The site plan (image/drawing) shall include property lines for the location identified above, any existing buildings/structures, any easements, location of the garden(s), dimensions of garden site(s), water sources, and any other important features. (An example is attached for reference on page 4.)



3. Is this an existing or a new community gardening program?

a. Existing: How long has it been operating?

b. New: Please describe the experience your organization has with operating community gardens.

4. If garden is subdivided for **individual/small group use**, how many garden plots are/will be available and what are their sizes?

5. If full garden is worked by **community as a collective**, how many volunteers do you anticipate and what is the garden size?

6. How will volunteers/garden members will be involved in community garden? (Select one of the following)

____ Individual Approach – participant plants and maintains plot or portion of garden

____ Community Approach – volunteers work as a group to plant and maintain garden

Please describe participation and any membership requirements (required fee, work time, etc.):

7. Will you have a scheduled workday for volunteers/garden members? ____ Yes ____ No

If yes, what does this day typically look like? Are there any activities in addition to garden work?

8. How will the community garden be maintained/who will lead and take responsibility for maintenance?

Please describe:



9. Are you receiving additional funding for the community garden? (Note: No other sources of funding are required to apply or be selected for this grant)

10. Please describe how these grant funds (\$500) would be spent:

| Item: | Cost: |
|-------|-------|
| | \$ |
| | \$ |
| | \$ |
| | \$ |

Required Reporting for Grant Recipients

If you/your organization are selected for a grant, the garden group shall submit a final report by **November 10, 2025** that includes:

- Total number of volunteers/community garden participants during season
- How much produce was harvested (lbs./# of 5-gallon buckets/# of 20in by 40in crates)
- How produce was shared
- Activities that took place at the garden (educational activities, workdays, etc.)
- How funds were spent (Itemized list with associated costs totaling grant amount)
- Garden photos (with photo credit instructions)
- Any other successes and/or information in addition to the above

Termination

The City of Moorhead reserves the right to terminate the grant and request repayment of any spent funds based on:

1. Complaints and/or inspections related to, but not limited to, poor maintenance, weeds or other harmful or invasive plants.
2. Not utilizing funds for the garden.

I hereby apply for 2025 Moorhead Community Garden Grant and acknowledge that the information above is truthful, complete, and accurate.

Signature: _____
 Printed Name: _____
 Date: _____



Site Plan Example

Please clearly define and label the following on the site plan:

- Gardening Area
- Property Lines
- Easements
- Existing Structures
- Water Sources



FAQ

Where can the garden be located?

Any privately owned land in the City of Moorhead. If you are not the property owner or spokesperson you must provide a letter of approval from property owner.

How can funds be spent?

Funds can be used to support the community garden. Potential uses include seeds, raised beds, weed control, soil preparation, etc. Personnel costs, water bills, structures are not eligible.

Can I start a community garden for my apartment complex?

Yes! You will need to provide written permission with the application.

Are there restrictions where the garden can be located?

Generally no, however there are some considerations:

Avoid easement areas. If work needs to be done in an easement the garden may be damaged/removed and would need to be replaced at your cost.

- Visit https://gis.cityofmoorhead.com/public_link/ to locate easements.
 - Select layers list
 - Expand Cadastral
 - Check Easements

Plants cannot exceed 2 ft when within 5 ft of a driveway or alley or within 30 ft of an intersection.

Garden cannot be planted on or within 20 ft of flood protection infrastructure unless approved by the City Engineer.

Gardens cannot be planted within boulevards or right-of-way without a permit from the Engineering Department.

QUESTIONS?

planning@moorheadmn.gov
218.299.5370