



City of Richmond

Report to Committee

To: Parks, Recreation and Cultural Services *To Parks, Rec & Culture.*
Committee **Date:** March 9, 2004
From: Dave Semple **File:** 7200-20-CGAR1
Director of Parks Operations
Re: **Community Sharing Farm Proposal**

Staff Recommendation

That the Richmond Fruit Tree Sharing Project proposal "Sharing Farm Plan" be approved for a two year pilot project at the South Dyke Community Garden located at 13871 No. 3 Road commencing April 2004 to April 2006.



Dave Semple
Director of Parks Operations
(3350)

Att. 2

FOR ORIGINATING DIVISION USE ONLY
CONCURRENCE OF GENERAL MANAGER
[Signature]

Staff Report

Origin

In January 2004, staff were approached by representatives from the Richmond Fruit Tree Project Sharing Farm Project (RFTSP) non-profit society to investigate opportunities to dedicate a portion of vacant agricultural land in Richmond to the society for a two year term. The intent of this dedicated space would be for the society's volunteers establish a working community farm site to grow food for low income families and individuals in Richmond. The purpose of this report is to recommend that the City dedicate a 1.4 acre parcel (Map Attachment 1) adjacent to the South Dyke Community Garden to become the Community Sharing Farm site for a two-year period.

Background

The Richmond Fruit Tree Sharing Project – Sharing Farm Society was founded in Richmond in 2001. The founding members of the society, who are all gardeners from the City of Richmond #2 Road Community Garden, established the society with the intent to grow food for low-income families and individuals in Richmond. The Society began with a program of harvesting rows of surplus vegetables from the West Coast Seeds Demonstration Garden in Richmond as well as coordinating volunteers to pick fruit from Richmond property owner's fruit trees.

2002 Sharing Farm Accomplishments:

- harvested and donated 700 pounds of produce to the Richmond food bank,
- total volunteer hours exceeded 250 hours.

2003 Accomplishments:

In 2003, the Sharing Farm Society secured a ½ acre parcel for a one year project in east Richmond and successfully operated a community sharing farm for one year.

- harvested 2514 pounds of produce donated to the Richmond Food Bank
- total volunteer hours exceeded 414 hours.

In addition to the farming activities, the society was successful in securing operating funding from the United Way among other community sponsors. The society was also awarded awards by volunteer Richmond for Innovation, as well as Scotiabank for recognizing community spirit. A detailed summary of the RFTSP project accomplishments and program are detailed in Attachment 2.

Analysis

Staff have reviewed the proposal from the RFTSP and support the proposal to dedicate a portion of the South Dyke Community Garden site to the RFTSP as a two-year pilot project. The proposed use of growing food on the vacant agricultural land is complementary to the Council approved community garden use at the site which is currently zoned Agricultural. If approved, an agreement with the RFTSP would be developed to ensure that the activities of the society conform to the following pilot project evaluation criteria:

- That the site be used solely by the RFTSP for not-for profit activities
- That the site be restored to it's existing state at the completion of the pilot project, and all improvements removed

- That vehicle access to the site be limited to the existing farm road at the site.
- That the produce grown be limited to vegetables and flowers, and that no trees be planted at the site.
- That the cost of a water connection required for the sharing farm's irrigation be borne by the society.
- That the society acquire comprehensive general liability insurance for their activities at the site which names the City as an additional named insured.
- That the society not use nor permit the application of any herbicides, pesticides, insecticides, chemical fertilizers, or animal poisons at the site.
- That the society abide by all applicable City Bylaws and Policies while using the site.
- That no structures be permitted at the site without City approval.
- That the site is used at the society's own risk and that the project is not a joint venture with the City of Richmond.
- That the agreement be reviewed prior to the expiration of the two year pilot project with renewal being subject to Council approval.

Impacts

Financial – Capital and Operating

As a result of the proposal to allow the RFTSP two-year pilot project at the South Dyke Community Garden Site the City will bear the opportunity cost of foregoing other uses on the land. At present there are no other planned uses at this site for the foreseeable future. There will be a negligible cost savings in the grass cutting of the total 50 acre site which is mown once annually. The proposal from the RFTSP includes an offer to assist with the general maintenance of the south dyke community garden site.

Environmental

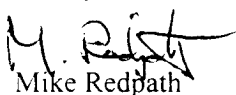
The proposal from the RFTSF supports the Richmond Agricultural strategy as: "...the City recognizes the importance of agriculture as a food source, an environmental resource, a heritage asset and an important contributor to the local economy. The City is committed to protecting the supply of agricultural lands and to ensuring the viability of farm operations (Richmond OCP Schedule 1 Bylaw 7100)."

Community and Social

The community benefits from the RFTSP proposal are found through the viable use of vacant city owned agricultural land, as well as providing food for Richmond residents who require the services of the Richmond Food Bank.

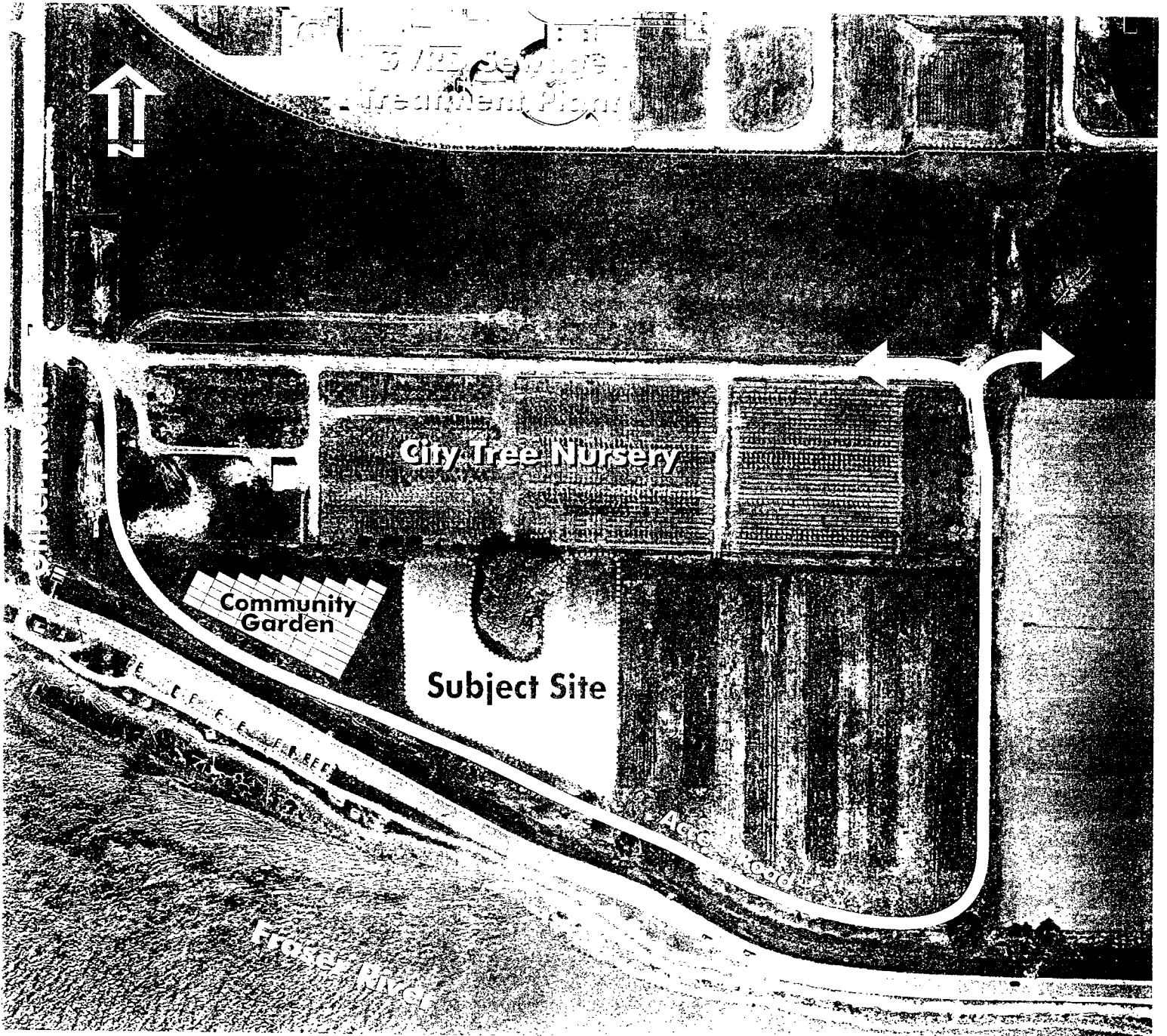
Conclusion

Staff recommend that the RFTSP proposal for a two year Sharing Farm pilot project be approved. If approved, staff will develop an agreement with the RFTSP to permit commencement of the sharing farm concept for the Spring of 2004.


Mike Redpath

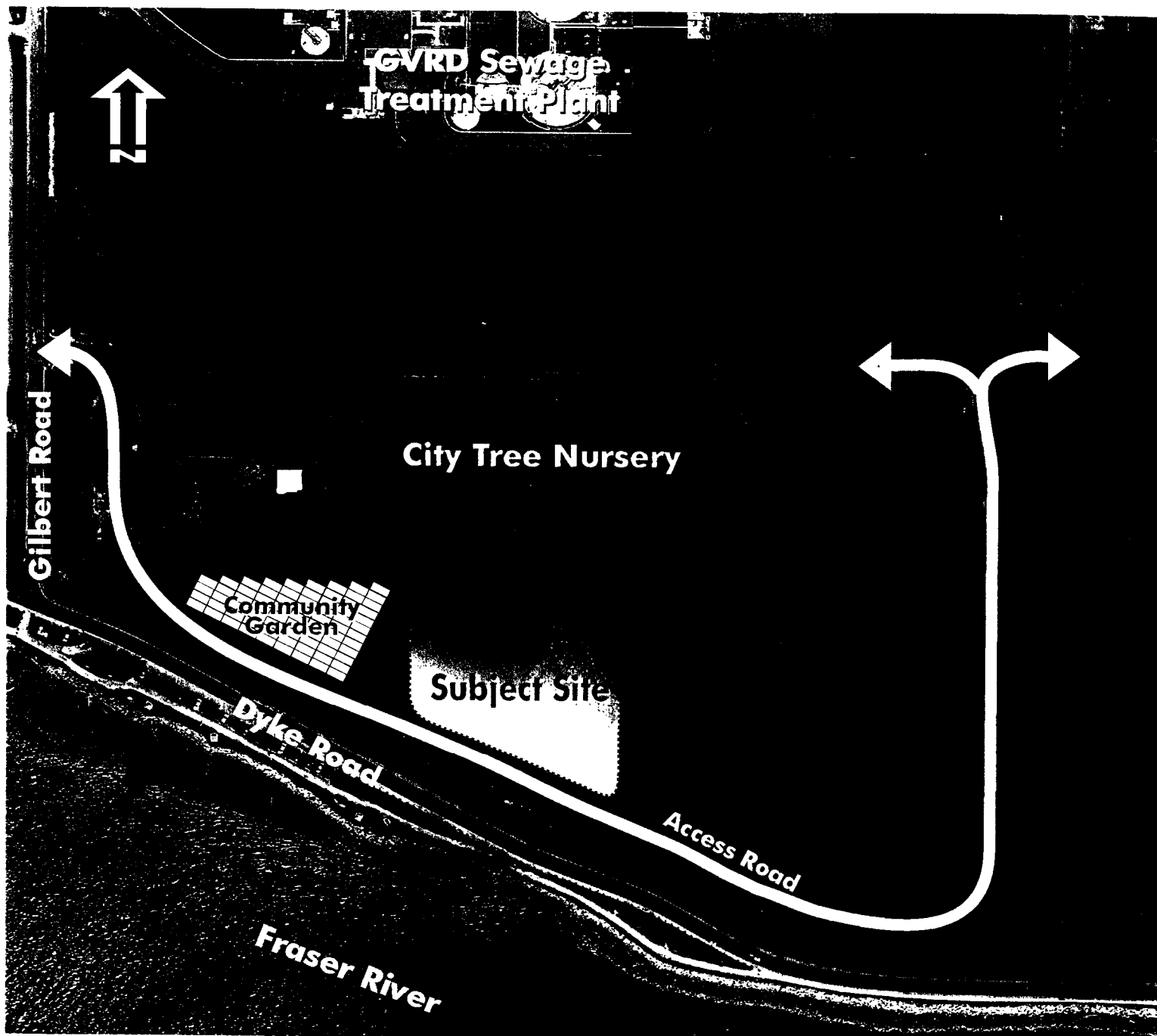
Manager, Parks - Programs, Planning & Design
(1275)

Proposed Sharing Farm Garden Site



13871 No 3 Road

Proposed Sharing Farm Garden Site 2004-2006



13871 No 3 Road

Richmond Fruit Tree Sharing Project

March 5, 2004

Mike Redpath
Manager, Parks Programs, Planning & Design
City of Richmond
5599 Lynas Lane
Richmond BC V7V 5B3

Dear Mike, **Re: Richmond Fruit Tree Sharing Project's - The Sharing Farm**

The Richmond Fruit Tree Sharing Project has recently completed a plan that identifies the short and long term goals to establish a viable community farm in Richmond. This plan is based on:

- two smaller projects that RFTSP implemented in 2002 and 2003
- similar projects that relate, connect to community gardens/local food systems and agricultural sustainability initiatives in the Pacific Northwest region

There are two major objectives for 2004. Relocate the Sharing Farm from East Richmond to the South Dyke Community Garden lands; and to build support for a long term opportunity to secure a permanent site on public land for a larger 3 to 5 acre vegetable farm and orchard. One potential option for a future site could be the Terra Nova lands where park plan concepts are now being developed as part of process that's in progress.

For the short term, the South Dyke Community Gardens are an excellent location for the RFTSP's purposes in order to:

- increase the amount of food grown to donate to the Richmond Food Bank and other similar agencies
- increase the involvement of volunteers and community organizations
- promote the values of introducing a Plant-A-Row, Grow-A-Row program
- provide a leadership role in developing educational programs and promoting organic practises
- share resources such as expertise, funding possibilities, volunteers, leadership, equipment and supplies

The Richmond Fruit Tree Sharing Project would appreciate an opportunity to make a brief presentation to the Parks, Recreation and Cultural Services Committee to create an awareness and to gain support for the concept of a community farm vision.

Yours sincerely,



Mary Gazetas
Chair, Richmond Fruit Tree Sharing Project Society

Proud winner of the 2001 Volunteer Richmond Nova Star Innovation Award



The Richmond Fruit Tree Project
Sharing Farm Plan
 2003 – 2005



"Thank you again, for helping to distribute fresh and wholesome foods to our neighbours in need. Thank you for inspiring us with your innovative approaches to achieving food security for our community." — Richmond Food Bank

"We believe this project provides a creative, sustainable solution to surplus produce, while meeting existing social services in the community." — United Way of the Lower Mainland



Community Partners

- City of Richmond
- Farm Folk/CityFolk
- Lifecycles Project, Victoria
- London Heritage Farm Society
- Lower Mainland Food Coalition
- Richmond Canning Project
- Richmond Food Bank
- Richmond Poverty Response Team
- Richmond School District
- Richmond Sunser Rotary Club
- Terra Viva Organics
- Vancouver Fruit Tree Project
- Volunteer Richmond
- West Coast Seeds

- Supporters**
- Coast Capital Savings
 - Hewlett-Packard Canada Ltd.
 - HRDC/JR; HRDC-SCP
 - Province Empty Stooling Fund
 - Richmond Community Foundation
 - Richmond Sunrise Rotary Club
 - VanCity
 - United Way of the Lower Mainland
 - YVR

The Richmond Fruit Tree Sharing Project

The project has been connecting volunteers since 2001 to harvest surplus fruit and to grow vegetables for the hungry. Founded in 2001, the Richmond Fruit Tree Sharing Project is a registered non-profit society with federal charitable status.

2001–2003 Highlights

- Harvested 38,000 pounds of food
- Participation of over 350 volunteers
- Awards
- 2001 Volunteer Richmond Innovation Award
- 2002 Scotiabank UWLM Community Spirit Award

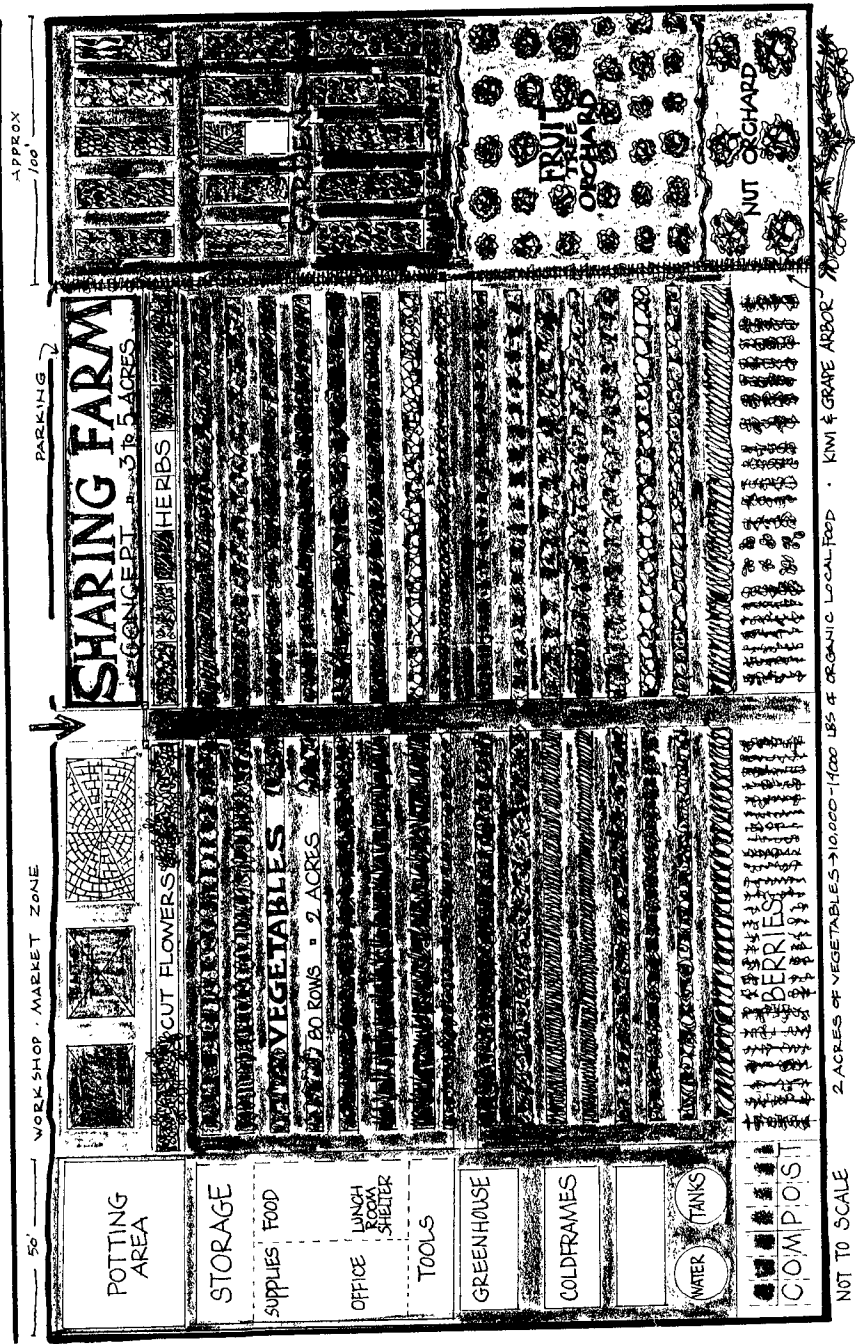
The Richmond Fruit Tree Sharing Project

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 Richmond, BC
 V7C 5J4

design 99 Monsters
landscape design and planning Brenda Crockett
photographs and drawing Mary Gazetas
printed by Serezo Printers
funding assistance The United Way of the Lower Mainland



The Sharing Farm is a place to grow food for our neighbours in need.



The Richmond Fruit Tree Sharing Project Vision

- To secure agricultural land in Richmond, on a long term basis, for the purposes of operating a 3 to 5 acre community farm garden—the Sharing Farm.
- To provide a harvest of locally grown food to donate to the Richmond Food Bank and other similar agencies.
- To develop on-going policies and educational programs promoting food security with the aim to contribute to local food systems that foster equitable food access, nutrition, community development and environmental health.

Goals and Objectives

- To foster responsible stewardship of the land by:
 - Promoting the values of growing food on underused farmland in Richmond; to increase sustainable goals to grow locally.
 - Demonstrating organic and sound environment practices that would include water conservation, composting.
 - Practising unmechanical farming techniques.
- To collaborate with community and local government(s) who are committed to shared values and implementing opportunities that advocate:
 - Involving people living with poverty to participate in programs that encourage community economic development approaches.
 - Using public/private lands in Richmond for community garden initiatives and sustainable agricultural practices.
 - Learning from other cities who have developed food policies.
 - Encouraging the preservation of heritage fruit trees.
- To take a phased approach in developing an operating farm garden: with a long term goal to farm three to five acres.
 - 2002 and 2003 – Start small, build community involvement and support.
 - 2004 – Relocate Sharing Farm to a larger piece of land that increases accessibility and harvest yields.
 - 2005 – Finalize a long term agreement to secure land for a minimum of 15 to 20 years.
- To develop and implement a strategic management plan for the Sharing Farm—beyond 2005 that will:
 - Continue to identify long term opportunities to increase volunteers and partnerships
 - Establish Sharing Farm Programs that focus on nutrition, community wellness, environmental greening and benefits of urban agriculture.
 - Recognize resources and actively pursue to meet goals and objectives
 - Revisit Farm Plan on an annual basis

Richmond Fruit Tree Sharing Project

Sharing Farm Plan 2003 - 2005



Written by Mary Gazetas
in collaboration with Brenda Crockett

Cover: Sharing Farm - 2003

November 2003

Acknowledgements

Ann Mackie, Jane Wheeler - RFTSP Directors
HRDC-JCP Richmond: Erin Mullett, RFTSP Coordinator 2002
Jasmine Fitzpatrick - RFTSP Summer Coordinator 2003
HRDC-SCP: Teija Kovanen, Jane Copeland 2003
Kirsten Coe - RFTSP Autumn Coordinator 2003

Participants in the Networking Workshop - Feb. 2003:
Lee Harper, Fremont Public Org. - Lettuce Link/Marra Farm, Seattle
Don Violet, Burquitlam Community Organic Gardens

Summer 2003 Field Trip Destinations:
Westham Island Herb Farm, City Farmer Demonstration Garden
Strathcona Community Gardens, UBC Farm, Colony Farm
West Coast Seeds Farm

Richmond Food Bank
FarmFolk/CityFolk

Diane Falvey, Permaculture Consultant
Arzeena Hamir - Terra Viva Organics

Richmond Poverty Response Committee - Food Security Task Force
Lower Mainland Food Council

Special Thanks:

United Way Lower Mainland - Service Enhancement Grant 2002
London Heritage Farm Society, City of Richmond Parks Dept.,
Rondivills Kennels, Jones Garden Centre, Richmond Community Foundation,
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Brenda Crockett - Landscape Design & Planning

Cover Photo: Aristides Gazetas - Photographs & Drawings: Mary Gazetas

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Richmond Fruit Tree Sharing Project Sharing Farm Plan 2003 - 2005

Vision

To secure agricultural land in Richmond, on a long term basis, for the purposes of operating a 3 to 5 acre community farm garden - the *SHARING FARM*.

To provide a harvest of locally grown food to donate to the Richmond Food Bank and other similar non-profit agencies that are part of a local food security system.

To develop on-going policies and educational programs promoting food security with the aim to contribute to a food system, that fosters equitable food access, nutrition, community development and environmental health.

Goals and Objectives

1. To foster responsible stewardship of land

- . Promote values of growing food on under-used farmland in Richmond, to increase sustainable goals to grow locally
- . Demonstrate organic and sound environmental practises that would include water conservation, composting
- . Demonstrate unmechanical, hands-on farming techniques

2. To collaborate with community and local government(s) who are committed to shared values that advocate

- . The importance of issues related to locally grown food
- . The need to work on food security, urban agriculture, environment, relief of poverty opportunities/issues
- . Opportunities for people living with poverty to participate in growing food programs that encourage community economic development approaches
- . An increase in the use of public and private lands for community garden initiatives in Richmond
- . The opportunity to promote and implement "Plant A Row - Grow A Row" programs
- . The support for networking groups and collaborations, such as the Richmond Food Security Task Force and the Lower Mainland Food Council
- . The opportunity to learn from other cities who have developed Food Council policies - E.g. City of Vancouver, City of Toronto
- . The preservation of heritage fruit trees

3. To take a phased approach in developing an operating farm garden with a long term goal to farm 3 to 5 acres

- . Start small to build community involvement and support - 2002 and 2003
- . 2004
 - . Increase scope and size of a vegetable farm in order to meet potential based on 2003 accomplishments
 - . Relocate Sharing Farm from East Richmond to a location in Richmond that is more accessible for volunteers
 - . Plant vegetables on 1 - 1.5 acres; set objective to double 2003 harvest yield

. 2005

- . Expand scope to increase food yields and to continue to involve significant community interest and support
- . Finalize a long term agreement to secure land in Richmond for a minimum of 15 to 20 years

4. To develop and implement a strategic management plan for the Sharing Farm that will:

- . Identify a series of principles and policies to guide the development of the Sharing Farm 2003 to 2005
- . Identify long term opportunities, beyond 2005
- . Develop and implement Sharing Farm programs and projects that support the principles of:
 - . Nutritional health
 - . Community wellness
 - . Environmental greening - benefits of urban farms and community gardens
 - . Helping other communities start similar projects
- . Identify, connect to potential school involvement that could include: Elementary schools, CAPP, Post Sec. internships, apprenticeships, co-op placements and exchange students
- . Build on the opportunity to involve community organizations seeking group volunteer experiences
- . Hold programs, special events on-site at the Sharing Farm, for community/educational purposes
- . Plan and implement community programs that focus on themed celebrations/growing seasons. E.g. - Seed exchanges, thinning festivals, food preservation, use of winter crops, cultural diversity etc.
- . Identify levels of staffing, financial resources required to meet goals and objectives 2003 - 2005
- . Provide opportunity to revisit Farm Plan on an annual basis

Richmond Fruit Tree Sharing Project Sharing Farm Plan 2003 - 2005

INTRODUCTION

Background - Why a Farm?

2001 the seeds were sown

In the autumn of 2001, West Coast Seeds invited the RFTSP to harvest rows of surplus vegetables from their Demonstration Garden at London Farm to give to the Richmond Food Bank. It was this opportunity that introduced the idea of expanding the RFTSP activities - to continue picking fruit but also to start growing food for the hungry.

The London Heritage Farm Society donated six allotment plots in order to start a small scale pilot project to grow organic vegetables in 2002.

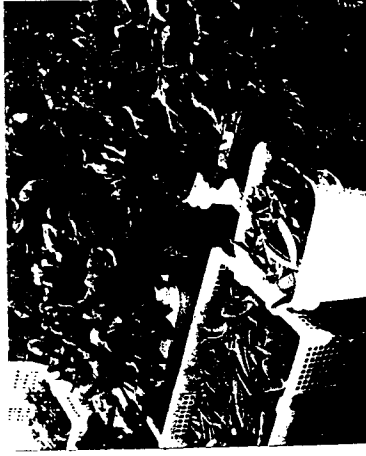
2002 1st pilot project

Work began in the spring with volunteers tilling the beds. Seeds, tools and supplies were donated by West Coast Seeds and Home Depot. By late June, vegetables were being harvested.

700 pounds of produce were grown and donated to the Richmond Food Bank. Total volunteer hours exceeded 250 hours.

The labours of the Fruit Tree Project volunteers are helping to overcome a significant barrier to health and well-being among the poor in Richmond...

- Richmond Food Bank



“Planting hope - growing a dream”

By the autumn of 2002 ...

Building on the successes of growing food at London Farm, the RFTSP began to seek a larger piece of land. Several options for a location were considered:

- . City of Richmond land at the foot of Gilbert Rd. where a future community garden was being planned
- . A portion of the West Coast Seeds Farm in Ladner
- . One acre of donated land on Westminster Highway in East Richmond
- . No. 5 Road "backlands" religious properties

Community Support - Community Involvement

We believe this project provides a creative, sustainable solution to surplus produce, while meeting existing social services needs in the community. - UWLM

Community awareness and support continued to increase the motivation to expand the scope of a vegetable farm garden.

By December 2002, \$15,000 in grant funds had been approved by The United Way of the Lower Mainland and from a Community Spirit Award for the RFTSP. Most of these funds were designated for the purposes of starting a "Sharing Farm".

2003 - The SHARING FARM, from 6 rows to 22 rows ...

By March, half an acre of land in East Richmond was donated (behind Rondivills Kennels). Plantings began in May. Harvests continued throughout the summer months. A last harvest took place on November 1.

Total Pounds of Harvested Vegetables	2514 lbs. Plus approx. 100 flower & herb bunches
Volunteers: Individual & Groups	42 and 51 (4 groups) : 414 volunteer hours
Partners/Project Friends	RFB, Rondivills Kennels, Jones GardenCtre., Volunteer Richmond, FF/CF, Terra Viva Organics
Educational Programs/Events	Dixon Elementary School Field Trip, Open House, Workshops, Tours
Funders	HRDC-SCP, VanCity, UWLM and Scotiabank, Richmond Sunrise Rotary Club, Hewlett-Packard, YVR, Richmond Community Foundation, Ritchie Bros.

Program Scope and Opportunities - a place for ...

3.1 Growing Vegetables

A major goal is to increase the opportunity to grow vegetables on Richmond land. When a larger piece of viable land, 3 to 5 acres is secured, the objective would be to start with a phased approach based on the availability of resources.

The Sharing Farm's main purpose is to grow appropriate vegetables to distribute to agencies such as the Richmond Food Bank and other charitable groups who help feed the hungry.

A vegetable growing program will rely on a need to use coldframes and greenhouses. Seed starts; succession, intensive plantings; planting winter and cover crops will keep the farm garden busy from February through until the late fall months.

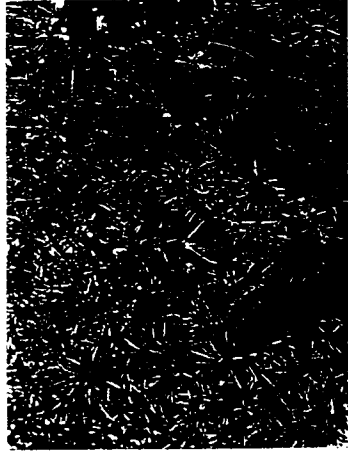
Vegetable Yields based on per acre estimates and the type of crop grown

	Half Acre (2003)	1 Acre	2 Acres	3 Acres
# of Rows	22: 18 - 75' , 6 - 30'	40 rows: 208' x 208'	80 rows: 416' x 416'	160 rows
Variety of Crops	15	20	20 - 30	20 - 30
Flowers & Herbs	3 rows + beds est. 100 bunches	1500 bunches	2000 - 3000 bunches	3000 - 4000 bunches
Harvest Yield	2514 Pounds	5000 - 7000 Pounds	10,000 - 14,000 Lbs.	15,000 - 18,000 Lbs.

3.2 Herbs and Flowers - A Market Garden

The concept of a Market Garden component introduces an opportunity to grow/sell herbs and flowers as a means to generate revenues in order to help off-set operating costs. Herbs and flowers could be sold on site, at farmers markets and community special events.

The intent would be to start on a small scale with the assumption that each year the market aspect could expand in scope with increased revenues. Flower and organic herb beds have the potential to become part of the farm garden's attraction (similar to the Westham Island Herb Farm). A long term objective could be to become a supplier for local restaurant chefs who feature fresh organic foods.



3.3 Berries, Fruit Tree and Nut Orchard

At least an acre of a larger piece of land would be designated for the purposes of establishing rows of berries and fruit trees.

Berries such as raspberries and blueberries could be grown for the food bank, U-Picks and market sales.

Dwarf, fruit tree root stock - up to 40 trees, could be planted in rows 15 feet apart. It's estimated that the fruit trees would need approximately five years before they would be fully productive. Types of fruit trees could include oriental pears, quince and a variety of new and heritage apple trees. Tree espaliers could also be a feature.

The orchard introduces numerous program opportunities that could include grafting, pruning workshops and demonstrations. The majority of the fruit would be picked to give to the food bank. A percentage could be allocated to be used for fundraising activities such as juice and jelly sales (as per the practises of the Victoria Lifecycles Project).

The preservation of the large hazelnut orchard on the Buemann's Terra Nova property creates an opportunity to be connected to part of a future Sharing Farm.

3.4 Educational Programs

Educational programs would become an important part of the Sharing Farm that would be offered to volunteers, community interest groups and the public. A range of programs could include the following:

Workshop Themes

- . Organic farming practises
 - . Maintenance of fruit trees and berry crops
 - . Food security, agricultural sustainability
 - . Water conservation, mulching
- . Beneficial insects - I.P.M.
 - . Organic pest and disease control
 - . Soil improvement, composting

Farm Garden Tours

- . Organized and promoted to target specific interest groups such as seniors, special needs and those seeking multi-lingual experiences.

Elementary School Field Trips - 'bringing home the food'

- . Tours and demonstrations to include "hands-on" activities that focus on the recognition of the need to provide educational awareness for urban children, about where food comes from; connect to curriculum opportunities and work with Richmond School District teachers to develop appropriate programs.

Wellness and Nutritional Programs

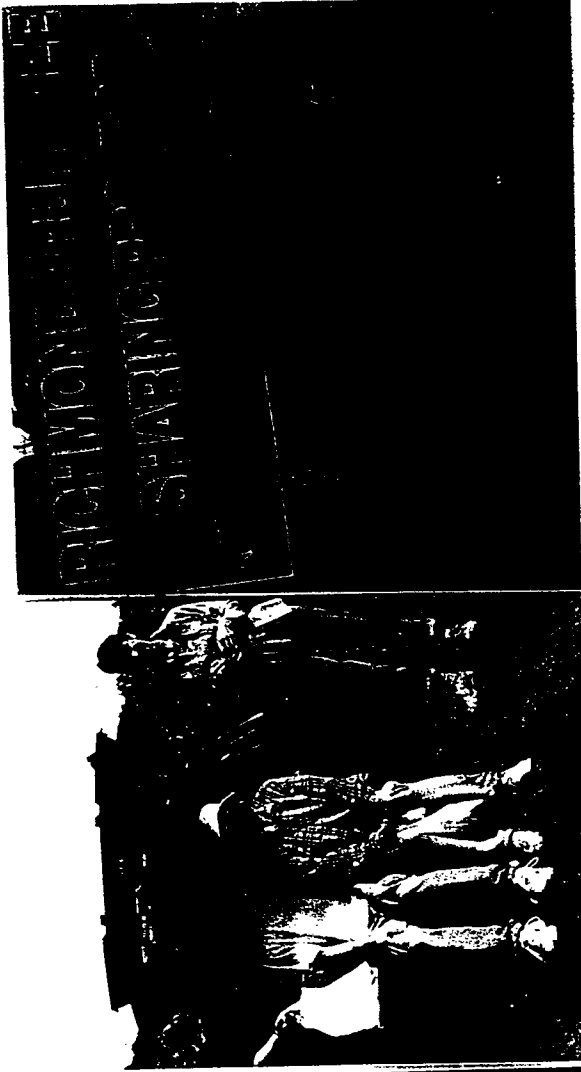
- . A range of programs can be planned that promote:
 - . the benefits of eating nutritional fruits and vegetables
 - . medicinal uses of herbs and native plants
- . Outdoor, multi-lingual cooking classes is one method to deliver imaginative programs that promote cultural diversity. Community ovens for program purposes have proven to be very successful in other Canadian cities.
- . Outreach programs could be developed by partnering with Family Service agencies in Richmond.

The Sharing Farm will promote the farm garden as a place for other community organizations to hold programs.

This approach is to maximize the potential for community education opportunities that encourages a sharing of resources. E.g. - Gardening Programs, Photography and Visual Arts groups, Mason Bee and Heritage interests.

3.5 Special Events

The Sharing Farm will model itself after established community farms and community gardens that offer a wide range of special events in a gardening, vegetable farm setting. Trends in North American urban and rural areas indicate a significant public interest and a desire for wanting to be more connected to land and food issues.



Seasonal cycles

Several special events could be held throughout the year that connect to the seasons of a farm garden.

Typical events could include:

- Spring re-renal themes, Thinning festivals
- Harvest and Thanksgiving themes - build on the Harvest Farm Fair event that was held at London Farm in 2002 and 2003

Open House(s) - Promote the Sharing Farm purposes, recruit volunteers, build public interest and support.

Recycling Opportunities

Seed exchanges, trading tools - opportunities to donate and share surpluses

4. CONCEPT PLAN for a SHARING FARM



NOT TO SCALE

2 ACRES OF VEGETABLES → 10,000-14,000 LBS OF ORGANIC LOCAL FOOD · KIMI & GRAPE ARBOR

5. RESOURCES - Requirements Based on Program Scope

5.1 Optimum Land Description

The RFTSP is looking to secure 3 to 5 acres of viable farmland in Richmond. Several factors are very important:

Location

- . A central location is desired so that the farm is accessible for volunteers. (Remote location of the 2003 farm garden discouraged volunteers who rely on bus service and or access by bicycle.)
- . One long term objective is to have food bank recipients more involved in participating in the growing of food. If the location is difficult to get to, and there are transportation issues - this objective could be challenging.
- . A visible farm garden creates a greater community presence and awareness.

Soil Conditions

- . Soil should be of a good quality, not contaminated and have adequate drainage.

Appropriate zoning that will permit the addition of sheds/structures for:

- . Storage and security of tools, equipment, supplies
- . Safe weather shelter for volunteers and seasonal staff
- . Storage of food before distribution
- . An all weather market garden function
- . Provision of educational programs, special event gatherings

Finding a suitable location whereby a long term lease agreement can be negotiated, that insures a minimum of 15 to 20 years, is important.

Such a location could be considered as being a part of the City of Richmond's Terra Nova Park Reserve. Or, on other public lands within the ALR, south of Steveston Highway and west of No. 5 Road.

5.2 Program & Functional Spaces - Out Buildings/Structures

		Estimated square feet
Office/Work space	Farm coord. and summer students 2 desks, work stations lunch/mtg. room, washroom	500 sq ft
Caretaker/Farm Manager *	Farm security, day to day responsibilities Could be a trailer or small house nearby	500 - 800 sq ft
Storage	Seeds, fertilizers etc. tools/equipment small machinery: rototiller, tractor hold produce for distribution, truck	800 - 1000 sq ft
Workshop	To maintain, repair tools & equipment; carpentry, place to store gas etc.	100 - 200 sq ft
Coldframes/Greenhouse(s)	Starts, winter greens tomatoes, peppers, melons room to expand in future	15' x 30'
Classroom/Workshop	Covered or designated outdoor space could be held in schools, community centres	Programs to accommodate up to 20 people
Covered Market	Tables, shelves, shelter from rain & sun small shed or tent	Approx. 100 - 200 sq ft
Compost Structures	3 bin systems, wood and wire 3' x 9' minimum	Approx. 6' x 90' area
Water Reservoir	Tank(s) to store water for irrigation, rainwater cisterns	1000 gallons +
Residence(s) for apprentices Concept of Cob houses *	Small/bale cob structures in the future	

* Long Term, beyond 2005

5.3 Infrastructure Requirements

Water

Connection to a water source for irrigation purposes will be required to meet the needs of a 3 to 5 acre farm.

Hydro and Telephone access/connections

Electricity will be needed for heat and light purposes. Telephone connection for public inquiries and staff/volunteers as per Employer Standards Act.

Security

Depending on what land is used, there'll be a need to define the farm's boundaries. Natural borders such as hedge rows and ditches are less expensive than fencing. Areas where equipment/supplies will be stored should be secured. A well defined entrance with a gate that could be locked or chained will help.

Parking

Designated area for visitors, volunteers and farm staff. Gravel, low maintenance surface. Minimum 10 spaces. For special events roadside or neighbouring school/parks could be used.

5.4 Equipment and Supplies

The farm will primarily be worked by hand (non-mechanical) with the exception of using a small tractor for turning the land in the autumn and spring. Donations and grants received in 2002/2003 have helped the RFTSP purchase basic hand tools and some equipment. A list of Sharing Farm assets are identified in Appendix B

Future items required in 2004, 2005 include:

- . Coldframes/greenhouse(s)
- . Small used farm tractor
- . Cooler to hold food before it is sent to Food Bank
- . Van for farm and fruit picking use
- . Storage container for larger items such as orchard ladders
- . Outdoor table, chairs and a weather shelter

Some of the above items could be in-kind donations. Others could be purchased by way of applying for a series of grants - especially from funders that can't provide operating assistance, but who will consider funding requests for capital items.

5.5 Partnerships - Collaborations

One of the RFTSP's purposes is - *To link with other similar projects, to encourage the sharing of resources, and to embrace the spirit of charitable work in developing food rescue initiatives for the hungry.*

The project has developed many community relationships in the last three years (2001 - 2003).

A. Food Security/ Food Advocacy - "Working together for a sustainable local food system."

- . Richmond Food Bank
- . Lower Mainland Food Council
- . FarmFolk/CityFolk
- . Richmond Poverty Response Committee - Food Security Task Force
- . City Farmer
- . Richmond Canning Project

B. Community Gardens/Organic Farms

- . City of Richmond
- . Burquitlam Community Organic Garden
- . West Coast Seeds Farm
- . Terra Viva Organics
- . Lifecycles Project, Victoria
- . Marra Farm, Seattle

C. Educational Links/Partnerships

- . Richmond School District
- . Potential to partner with Post Sec. Institutions such as UBC, Langara, Kwantlen

D. Organizations Who Advocate and Support Agriculture

- . Agriculture Advisory Committee - City of Richmond

E. Community Service Groups/Funding Organizations

- . Rotary Clubs, United Way of the Lower Mainland, Richmond Community Foundation

5.6 Staff Levels

The RFTSP's scope of activities include an ambitious fruit tree picking program, gleanings and the operation of the Sharing Farm. These activities require staff support to assist in the overall coordination of volunteers, supervision of summer students, promotion and grant writing/fundraising activities.

Staff history: 2002 - Project Co-ordinator: 26 weeks - funded through a HRDC-JCP Grant

2003 - Part time Project Coordinator: May to Aug. - RFTSP funds
Two summer students: 22 weeks - funded through a HRDC-SCP Grant
Volunteer Project Coordinator - Sept. to Dec.

2004 staff levels include the continuing need for a Project Coordinator and a Farm Supervisor position.

5.7 Volunteers

Volunteers are recruited to join fruit tree picking teams and to help at the Sharing Farm. Based on the experience of the first vegetable growing project at London Farm in 2002 and the Sharing Farm in 2003, volunteers are important resources in helping with planting, watering, weeding and harvesting activities.

2002 Volunteers for London Farm garden project: 25 volunteers - 250 hours

2003 Sharing Farm Volunteers: 41 Individuals, and another 51, who were part of a volunteer group
Total: 93 - 413.5 volunteer hours. (Does not include volunteer directors' hours.)

Many new volunteers found out about the Sharing Farm from Volunteer Richmond's GO VOLUNTEER website as well as from the RFTSP website.

There was an increase in requests from groups who wished to help harvest at the Sharing Farm and participate in field gleanings. The trend to have more volunteers than actual work placements continues. Organizations who expressed an interest to help, but couldn't be placed, will be contacted in 2004.

5.8 Financial

The major expense to operate the 2003 Sharing Farm was for salaries. A need to depend on grants/donations to pay for summer positions and special equipment will continue. For 2004 purposes, several grant applications will be applied for that will include approaching the Vancouver Foundation and the BC Gaming Commission.

EXPENSES

2003 - Actual Sharing Farm	\$ 23,176
2004	\$ 25,000 - \$ 30,000
2005	\$ 30,000 - \$ 40,000

REVENUES

RFTSP Funds Allocated to Farm:
(not including in-kind donations)

2003 - Actual Sharing Farm	Income Earned Donations & Grants	\$ 569 \$ 19807	Rev. \$ 36043
2004	RFTSP Revenues Earned/ Market Sales Donations & Grants	\$ 2000 \$ 30000	Rev. \$ 40000
2005	RFTSP Revenues Earned/ Market Sales Donations & Grants	\$ 3500 \$ 35000	Rev. \$ 50000

7. Management/Governance Options

In 2003, the Sharing Farm Project Manager was a RFTSP volunteer director, Brenda Crockett . Policy and management decisions were made by the RFTSP Board of Directors.

There are several possibilities to consider re a future structure to operate a larger community Sharing Farm.

Options:

- A) Sharing Farm continue as a RFTSP Farm Committee, status quo as of 2003, 2004.
- B) RFTSP Farm Committee could evolve into its own entity, but still be linked to RFTSP in order to retain the existing Society and Charitable status.
- C) A larger Sharing Farm in the future could be on City of Richmond land - similar to the GVRD owned Colony Farm Community Garden and the City of Seattle's Marra Farm. Both projects are managed by way of joint operating agreements with non-profit societies.
Benefits of public ownership include:
 - . Some foundations and grant programs will only fund projects on public lands.
 - . The City of Richmond might be able to provide some operating assistance if they view a community farm garden as being a viable and beneficial component of Parks, Recreation and Culture Services - as per other Canadian municipalities - such as Regina and Ottawa.
- D) Sharing Farm could be re-structured and set up as a cooperative, whereby interested participants/partners could become shareholder members. This is a fairly common model in some parts of Canada and the United States.

8. Use Agreement

Once a larger piece of land is secured and should it be public lands, either municipal or federal, the RFTSP would negotiate a long term lease - 15 to 20 years.

9. Critical Path - Sequence of Actions 2003 - 2005

Actions	2003				2004				2005 and into 2006			
	Winter	Spring	Summer	Fall	Winter	Spring	Summer	Fall	Winter	Spring	Summer	Fall
Complete 3 yr Farm Plan				****								
Revisit plan on an annual basis								****				
Start SHARING FARM (Rondivills Kennels)	*****											
Plant and ongoing care		*****										
Harvest		*****										
Clean up, store equip.				***								
Seek land for 2004/2005 Short Term					*****							
Agreement for 2004 land					*****							
Relocate Sharing Farm Supplies, Equipment						**						
Cultivate, start plantings						*****						
Harvest							*****					
Participate in Terra Nova Park Master Plan process							*****					
Secure land for long term use - 15 to 20 yrs									***	some time in 2005		
Expand educational programs and community partners											*****	ongoing
Apply for increased levels in funding											*****	ongoing

Appendix

- A - Richmond Fruit Tree Sharing Project Profile
- B - 2003 Sharing Farm Information
 - 1. Planting Plan, Crops & Yields
 - 2. Assets: Tools & Equipment
 - 3. Budget
- C - Bibliography

Project History 2001 - 2003

The opportunity to start a Richmond Fruit Tree project was identified in the fall of 2000 by a few people who are members in a Richmond Community Garden. The initial concept for a Richmond project was based on established Fruit Tree Projects in Vancouver and Victoria.

2001 - A group of interested people gathered at a "Let's Get Organized Workshop" in April. A steering committee of five emerged who coordinated the first year: finding properties and recruiting/scheduling volunteers to pick fruit and vegetables.

2002 - The RFTSP became a registered society and soon after, received a federal charitable number. This was done so the project would be eligible to apply for donations and grants. Highlights of the 2nd year included:

- . Project Coordinator for 26 weeks - funded by HRDC-JCP grant
- . A pilot garden project at London Heritage Farm to grow food for the Richmond Food Bank
- . Increased number of volunteers for fruit tree pickings, gleanings and growing vegetables.
- . Increased awareness about the project in Richmond
- . Significant increases in funding and community donations.

2003 has been the RFTSP's busiest season to date. Highlights have included:

- . Starting the Sharing Farm on half an acre of donated land in East Richmond
- . Hiring three university students over the spring and summer months
- . Continued increases in volunteer participation. Receiving over \$ 35,000 in funding and in-kind donations

In 3 years, the RFTSP has rescued surplus food and grown fresh, organic vegetables that's totalled over **38,000 lbs** of produce - that's **19 tons** of food which has been donated to those living with poverty in Richmond.

Awards: 2001 Volunteer Richmond Innovation Award; Jan 03, received the 2002 Scotiabank UWLM Community Spirit Award for a grassroots community project in the Lower Mainland (1st Prize out of 107 nominated organizations).

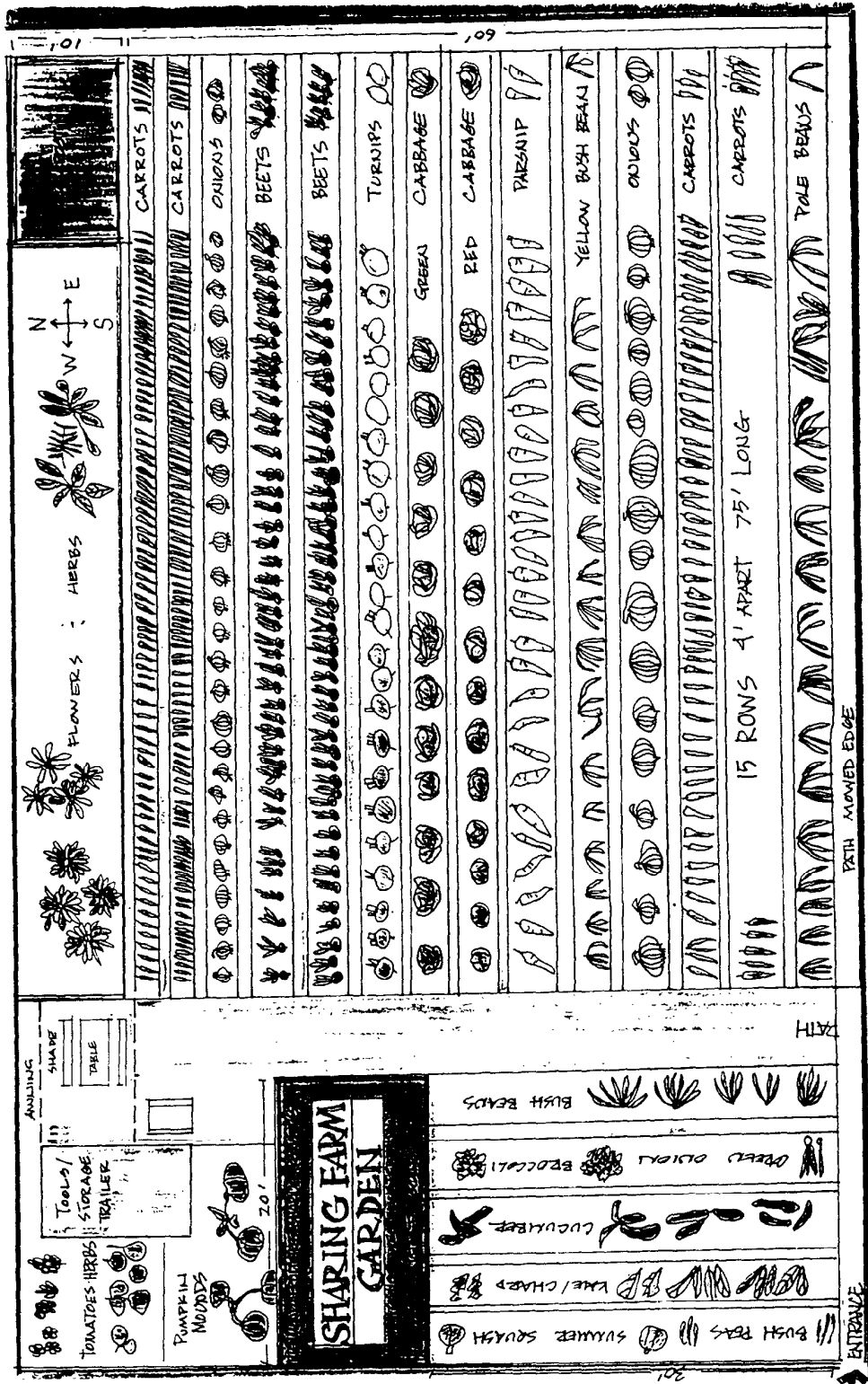
Looking Ahead

It's projected that more volunteers will become involved in 2004 and 2005. Planting a larger farm garden in 2004 and seeking additional land to secure on a long term basis, are achievable goals. The project has demonstrated that it can gain the support and resources it needs, to deliver an important service program.

"Thank you again, for helping us to distribute fresh and wholesome foods to our neighbours in need. Thank you for inspiring us with your innovative approaches to achieving food security for our community." RFB - Oct. 03

2003 SHARING FARM - Crops and Harvest Yields

Appendix B - 1



Crop	Pounds
Beans	213
Beets	265
Broccoli	32
Cabbage	191
Carrots	881
Cucumbers	297
Kale	65
Onions	137
Parsnips	143
Squash	65
Tomatoes	24
Turnips	170
Flowers 100 Bunches	
Total	2514

2003 RFTSP Assets

Hand tools:

- Shovels
- Forks
- Hoes
- Rakes
- Weeding Tools
- Trowels
- Small Forks
- Kneeling Pads etc

Computer (donated by YVR)

Office Fax/Phone

2 Orchard Ladders, 3 step ladders, Orchard Picking Poles (10)

Special Equipment/Supplies:

- Wooden Tool Shed 6' x 8'
- Hoses, Irrigation, Timer
- Storage Bins
- Wheelbarrows (2)
- Weed Eater
- Rototiller
- 1st Aid Kit
- Scale

2004 - 2005 Requirements

Greenhouse coldframes (2)

Weather tent shelters (2)

Van to transport supplies, boxes of harvested vegetables & fruits

Storage container or shed to secure orchard ladders, equipment

When a larger piece of land (3 to 5 acres) is secured:

Small farm tractor

Fruit Tree root stock

2003 SHARING FARM Budget

Appendix B - 3

Expenses	\$
Wages and Benefits	14185
Contracts	496
Training	801
Office/Utilities	2112
Equipment	2102
Supplies	2495
Promotions	235
Land	300
Mileage	300
Other: Storage Shed expenses, Nov. 1 Last Harvest, Nov. 18th Volunteer related costs	150

Total Expenses: \$ 23,176

Revenues	
Donations	3505
Grants	16302
Income earned through draw and Farm Fair Sales	569
Value of In-Kind Donations	2800

Total Revenues: \$ 23,176

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