

SLUG Site Agreement & Materials Request

Welcome to the SLUG program! Your SLUG Application has been accepted!

The following agreement outlines the roles and responsibilities of SLUG program participants. Each participating SLUG site should have an appointed site coordinator. The SLUG site coordinator is responsible for:

- ✓ attending quarterly SLUG advisory committee meetings (or sending a representative),
- ✓ communicating with all participating teachers,
- ✓ reporting updates and pertinent information to participating teachers, and
- ✓ periodically reporting SLUG program progress to BNAN staff,
- ✓ ensure teachers communicate with BNAN staff prior to school vacations to coordinate plant maintenance,
- ✓ encourage teachers to sign up volunteers (parents, school volunteers, etc.) for SLUG training sessions where appropriate,
- ✓ encourage teachers to contact SLUG staff regarding any gardening problems,
- ✓ ensure teachers participate in a SLUG program evaluation (survey or interview) at the end of the school year.

Teachers may choose one or all SLUG program components:

- ✓ indoor gardening,
- ✓ outdoor gardening,
- ✓ indoor worm bin, or
- ✓ outdoor composting.



BNAN will provide SLUG sites with the materials necessary to start. BNAN will only provide the materials for the program components each teacher intends to implement. SLUG staff will contact Site Coordinators periodically to arrange delivery according to needs. SLUG staff will pick up materials before summer break and store until time for fall delivery. For a list of materials SLUG may provide, see “SLUG Materials & Supplies Request” list.

Teachers will take the lead in scheduling and teaching the activities. SLUG *will not* implement garden-based curricula in the classroom for teachers as in-service. To help teachers successfully implement the program, SLUG will provide:

- ✓ Teacher training sessions (PDPs available),
- ✓ SLUG handbook,
- ✓ SLUG supplement of curricular activities,
- ✓ Indoor and outdoor vegetable gardening technical support by BNAN staff and/or SLUG intern through periodic site visits, phone or email consultation,
- ✓ Web-based SLUG support network to facilitate teacher communication: bnan.wikispaces.com
- ✓ Calendar and logistic prompts alerting teachers to each step of activities.

Dear SLUG Site Coordinator:

Help us determine the materials you and your teachers will need to get started. Please provide participating teacher's names and contact information and to tally the materials and supplies requested by all your teachers. Provide SLUG with your completed request form. Use the "SLUG Teacher's Request" to make tallying and distribution easier for you if you wish.

Materials and supplies will be delivered and collected per the schedule you work out with SLUG staff. SLUG staff will periodically contact you to facilitate timely delivery according to seasonal needs. The delivery of materials and supplies will correspond with the activities appropriate to implement. As additional materials are required throughout the year, please fill out and submit additional Materials Request Forms (on page 20, also available at <http://bnan.wikispaces.com/SLUGapplicationandforms>).

Please note: if your school can provide or share any of the materials listed (particularly indoor grow lights, outdoor planting beds, and outdoor compost bins), it will allow the SLUG program to extend its resources to additional sites! **SOURCES for grow lights, compost worms, compost bins:**

Grow Lights

1. **Growers Supply** Dual Shelf Two Tray Compact Lite Cart G22A / G22B Compact two shelf, two-tray lighted plant stand that measures 40 inches tall by 27 inches wide by 12 inches deep.
2. **Lee Valley Tools** Floralights® Tough, molded, 1" deep, watertight trays to hold pots and flats. The two-tier model is 26" x 19" x 45" tall. Requires four 24" bulbs.

Compost Worms

1. **Wormmainea** - <http://www.wormmainea.com/>
2. Harvest a willing friend's bin

Compost Bins

1. **Boston Building Materials Coop** Brave New Composter <http://www.bbmc.com/bbmc/index.html>

Portable Cold Frame

1. **AFC Greenhouses** SeedHouse
<http://www.littlegreenhouse.com/flowerhouse-seed.shtm>

Site Name _____
Site Coordinator Name _____
Total Number of SLUG Teachers _____
Total Number of Students Using SLUG Materials _____

Return completed Site Agreements to:

SLUG@bostonnatural.org
Boston Natural Areas Network
62 Summer St., 2nd Floor
Boston, MA 02110
FAX: 617-542-0383



PARTICIPATING TEACHERS INFORMATION
Please copy form for additional participants if necessary.

Please provide each SLUG participant teacher's name and volunteer's name and the best available contact method (year-round, if possible). Each teacher can indicate program component interests by highlighting or circling yes or no. **PLEASE TYPE OR PRINT.**

Site Name _____
Site Coordinator Name _____
Total Number of SLUG Teachers _____
Total Number of Students Using SLUG Materials _____

Participating Teachers

Phone/Email (Indicate Best Method)

Indoor Gardening yes / no	Outdoor Gardening yes / no	Vermiculture yes / no	Compost Bin yes / no
Indoor Gardening yes / no	Outdoor Gardening yes / no	Vermiculture yes / no	Compost Bin yes / no
Indoor Gardening yes / no	Outdoor Gardening yes / no	Vermiculture yes / no	Compost Bin yes / no
Indoor Gardening yes / no	Outdoor Gardening yes / no	Vermiculture yes / no	Compost Bin yes / no
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Indoor Gardening yes / no	Outdoor Gardening yes / no	Vermiculture yes / no	Compost Bin yes / no
Indoor Gardening yes / no	Outdoor Gardening yes / no	Vermiculture yes / no	Compost Bin yes / no

Site Volunteers (If available)

Phone/Email (Indicate Best Method)

SLUG MATERIALS REQUEST

Date: _____

School Name: _____

Site Coordinator Name: _____

Total Number of Classrooms Using SLUG Materials: _____

Total Number of Students Using SLUG Materials: _____

	REQUESTING FROM SLUG	SCHOOL/TEACHER CAN PROVIDE
INDOOR MATERIALS		
Seed Starting Units		
Seedling Transplant Units		
**Grow Light Units		
Ground Fault Interrupter		
Misting Water Bottle		
Red Wiggler Worms		
Storage Tote		
Watering Unit		
**Worm Bin Units		
OUTDOOR MATERIALS		
Seed Supplies		
**Planting Beds 4' x 4'		
**Planting Beds 4' x 8'		
**Compost Bin		
**Portable Cold Frame		
**Season Extender Units		
Gloves (6 pair each)		
Storage Tote		
Trowels & Hand Cultivators (6 each)		
Watering Equipment (1 each)		

****Contact SLUG staff to determine number available from SLUG**

SEE OTHER SIDE OF THIS SHEET FOR KEY.

Key:

Compost Bin:

Gloves:

Ground Fault Interrupter:

Grow Light Units:

Misting Water Bottle:

Planting Beds:

Portable Cold Frame:

Red Wiggler Worms:

Season Extender Units:

Seed Starting Units:

Seed Supplies:

Seedling Transplant Units:

Storage Tote:

Trowels & Hand Cultivators:

Watering Equipment:

Watering Unit:

Worm Bin Units:

Includes:

Recycled plastic bins

Six pair gloves per school

(GFI) In case of an unsafe electrical situation, the GFI will interrupt the power to appliances. GFI units are unnecessary in buildings with properly grounded outlets – please consult with custodian before ordering.

Grow light shelf, light timer.

For use with seed starting and worm bin maintenance

Space to grow plants outdoors.

Pop-up cold frame for fall, winter and spring planting use.

For worm bin; approximately ¼ pound will be provided.

Supplies for growing outdoors during cold weather; includes support, row cover, mulch.

Indoor planting cells with potting medium, seeds, gallon bags, twist ties, plastic plant labels, China markers (wax pencils), small amount extra potting soil.

Outdoor seeds & transplants, plant labels, China markers (wax pencils)

3.5", 6", 8" pots, plant supports, twine.

Plastic bin with lid to store materials.

Six trowels and six hand cultivators per school

One per outdoor school site; watering can or spout for recycled bottle.

Watering can or spout for recycled bottle.

Plastic Bin, Coir (organic coconut fiber, for bedding and "grit" for worms).