UIS Green Projects Application

Full Project Proposal- **Step 2**

To complete your Full Project Proposal, **download this word document and type all answers** to the questions below. Save your completed word document along with any supporting documentation (excel spreadsheet of budgeted itemized items, letters of support, and so on) as new files. Supporting files in Word (.docx) format should be attached to the end of this application in order to create only one Word document. Supporting files in all other formats (pdf, excel, PP) may be submitted as separate documents.

Once completed and saved to your device, return to the Green Projects website at <http://www.uis.edu/greenprojects/get-involved/>

Click the hyperlink titled, *“****Submit your completed UIS Green Project Proposal****”*

This can be found under **Step 2** of the “Submit a Green Project Proposal” section.

You will be redirected to an external WebQ. Upload your completed application along with any supporting documentation by the deadline found in the “**Timeline**” section of the Green Projects website.

**NOTE: Please do not submit this application unless you have been formally invited to do so by the UIS Green Fee Committee.**

If you have any questions regarding the application or submission process, please contact us at [greenprojects@uis.edu](mailto:greenprojects@uis.edu).

**Project Name: Spiral Herb Gardens**

**Contact Information:**

Project Team

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| --- | --- | --- | --- |
| *Name* | *UIS Student/Faculty/Staff & Department (or Office)* | *UIS Email* | *Phone #* |
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**Organization/Affiliation: Community Garden Club**

**Project Information:**

*Provide a brief description of the project, its goals, and the desired outcomes:*

This project will implement spiral herb gardens for the on-campus housing options that feature kitchens or kitchenettes, as well as one for the UIS Community Garden. Each complex that has one of these gardens would then share it between all of its residents. The gardens would be placed in a central location and have signage inviting students to take herbs from the garden as they need them. This project would be relatively cheap and low-maintenance. The Community Garden Club could help cut back the perennial herbs and straw them over for winter. We would plant mostly hardy herbs that are able to survive cold weather with the option to add additional herbs in the spring, if desired.

How does an herb spiral design work?

This permaculture design maximizes the natural force of gravity. It allows water to drain freely and then seep down through all layers. This leaves a drier zone at the top (perfect for hardy herbs) and a moist area at the bottom for water lovers. This design also creates microclimates, which allows for the planting of a diverse range of herbs in a variety of positions (sunny, sheltered, and shady). In a typical garden bed or pot, all plants are grown on a single level, so the growing conditions are the same. The herb spiral design offers multiple options in a small, compact space. <https://themicrogardener.com/15-benefits-of-a-herb-spiral-in-your-garden/>

Caring for herbs in cool climates is usually just a matter of choosing the right plants. Some herbs fare much better in cold climates, and the following herbs are very likely to survive the winter, especially if there is a continuous snow cover: mint, chives, thyme, oregano, and sage. Lavender is also quite cold hardy, but is often killed off in the winter by too much moisture. To attempt overwintering it, it should be planted in extremely well-drained soil and be mulched heavily in the winter. Some other good cold weather hardy herbs are catnip, sorrel, caraway, parsley, lemon balm, tarragon, and horseradish.

Plants that need more drainage would be planted near the top, and moisture-loving plants would be at the bottom of the spiral. We would also want these gardens to be implemented in high to medium traffic areas of campus, to prevent animals from eating the plants. Each garden consists of stones/bricks/boards placed in a spiral formation. More height is an advantage for easier access to humans and harder access for animals. We would also need a small amount of fencing around each garden to prevent animals from reaching them. We would only need materials for building the spiral, soil, established herb plants, fencing, and signage for each garden. The housing areas with kitchens that we would implement the gardens at include: Pennyroyal, Marigold, Foxglove, Trillium, Clover, Bluebell, Larkspur, and Sunflower Courts.

*How will this project improve sustainability at UIS?*

This project will improve sustainability at UIS by encouraging gardening, cultivating your own food, and managing a local renewable resource, rather than purchasing herbs from the store. It cuts down on carbon transportation, and subsequent carbon emissions, encourages garden-related education pertaining to cold weather vs. warm weather plants, annuals vs. perennials, etc.

*Please indicate how this project will involve or impact students. What role will students play in the project?*

Students will need to cut back the herbs when it gets cool outside and straw them over for the winter. In the spring, students will need to remove the straw and have the option to plant additional herbs as desired. Students will also be welcome to harvest fresh herbs for their cooking or other needs at any time. These herb gardens could be overseen by the UIS Community Garden Club or by the housing complexes themselves.

*Where will the project be located? Do you need special permissions to enact the project at this site? If so, please explain and attach a letter of support to your application. If you are not sure, let us know! We can help.*

The project will be located at each housing complex that features a kitchen (Pennyroyal, Marigold, Foxglove, Trillium, Clover, Bluebell, Larkspur, and Sunflower Courts) as well as one additional garden at the UIS Community Garden. This is a total of 9 spiral herb gardens, if one is implemented at each court. If that is too many, then there could just be one for West campus housing and another for East campus housing.

I have been in touch with Residence Life and am still waiting to hear back from them on the final decision about which particular courts would be best for this project, and will pass that message along when I get it.

*Other than the project team, who will hold stake in the project? Please list other individuals, groups, or departments indirectly or directly affected by this project. This includes any funding entities (immediate, future, ongoing, etc.) and any entities that will be benefiting from this project. Communication with affected departments is encouraged ahead of time. List the names of who you spoke with and their comments.*

Along with the project team, the rest of the Community Garden Club will hold stake in this project and assist with implementation and harvesting/care for the herbs. We could also make informational flyers to let students know how they can use the herbs and the benefits associated with them. The Green Fee Committee, of course, is also affected by this project, as well as Residence Life, if the project is to be implemented on housing grounds.

*Have you applied for funding from the Student Green Fee previously? If so, for what project?*

No.

**Scope, Schedule, and Budget verification**

*Do you have a plan for project implementation? Describe the key steps of the project.*

We would first need to finalize the exact locations for each garden, then move on to purchasing materials, which are listed below. After that, we would begin building each garden, with fencing, and planting the herbs, while doing some marketing to students to let them know that this is a resource available to them.

*List all budget items for which funding will be required. Include the cost for each item requested. Please be as detailed as possible, to the best of your ability. If you know where you would like to purchase materials from, please list the contact information of the retailer(s) below, along with the URL addresses to each item you will be requiring. If you need suggestions for how and where to purchase materials, please contact the Student Sustainability Projects Coordinators by email.*

Stones/Bricks/Boards for the spiral design: recycled materials or low cost per garden

Fencing: I am not sure what type of fence would be best for this, so I was hoping for some input from you. Should be a relatively low cost.

Soil: no or low cost

Herbs: mint, chives, thyme, oregano, sage, and lavender (more as desired) can be purchased at $5-7 per plant, around $50 per garden. This is a one-time cost, but additional plants could be purchased annually if desired.

Signage: Individual labels for herbs and one larger sign for each garden that says “(Name of Complex) Community Herb Garden. Please harvest herbs as needed!” or something similar.

**Total Funding Requested: $250**

This project would include 9 gardens at the most.

*Will this project require ongoing funding? Do you have a plan for supporting the project in order to cover replacement, operation, or renewal costs?*

This project would not require ongoing funding unless students decided they wanted to plant more or different kinds of herbs later on in the future.

*Every project must be publicized! Where would you like to see information about this project reported?*

I think Residence Life could publicize the gardens on their social media or email lists once they are finished to let students know about them. The UIS Community Garden could also do the same, and we could send out a flyer in campus announcements as well. Door hangers with herb information and tips are also an option to be considered.