

1. Objective

The objective of this Terms of Use is to establish and uphold a transparent association between the City of Palmerston (Council) and the community group awarded the \$20,000 one off establishment fund for the Harvest Corner Community Garden (community garden).

2. Vision

The vision for the community garden is to provide a shared gardening space for the Palmerston community that allows members to engage with each other and nature, be active and learn new skills, improving health, wellbeing and community connectedness in an inclusive environment. An inclusive environment supports all groups of people within the community to have a sense of belonging and to be able to participate in community activities.

Measures of success for the garden include:

- a well-maintained community garden space with a variety of plant species
- regular use of the garden by the community group (at least 2 times per week)
- at least 2 community activities or events each year promoted to the whole of community
- maintaining financial viability across the three (3) year term of the agreement
- environmentally sustainable practices in place such as recycling, reusable water sources and composting.

3. Purpose

The purpose of the establishment fund is to support the community group over the 3 year term of the agreement with costs for the establishment of the community garden to ensure a successful and sustainable community initiative.

4. Proposal

The community group must supply a detailed proposal for the usage of funds (proposal) to the City of Palmerston with the Expression of Interest prior to the funds being released.

5. Amendments to the proposal

5.1 The community group may submit amendments to the proposal in writing to Council.

5.2 Council, in its absolute discretion, may approve or reject the amendments to the proposal. Council will notify the community group of its decision within 2 weeks from receipt of the amendments to the proposal.

6. Use of funds

6.1 The funds may be used for the following purposes:

- (a) Purchase of gardening equipment and materials.
- (b) Purchase of plants, small trees, shrubs etc.
- (c) Purchase and replacement of irrigation equipment.
- (d) Purchase of furniture for the garden. For example, benches, outdoor table and chairs.

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- (e) Establishment of aquaponics or composting equipment.
- (f) Opening event to relaunch the community garden to the community.
- (g) Facilitation of community workshops and programs.
- (h) Payment of insurance premiums.
- (i) Any other purpose with the prior written approval of Council.

6.2 The funds must not be used for the following:

- (a) Employment of staff, including advertisement and wages.
- (b) For private parties or events held in the community garden.
- (c) Personal development or training.

7. Release of funds

The funds will not be paid to an individual. The funds will be deposited into the nominated bank account held by the community group within 30 days of the Terms of Use signage date.

8. Expending funds

Funds must be expended by the community group in accordance with the proposal and the terms of this Agreement within 36 months from the Terms of Use signage date.

9. Record of expenditure

9.1 The community group will be responsible for the financial management of the funds, which includes budget allocation and retaining copies of the quotes and invoices for all works or items purchased for the community garden.

9.2 The community group must provide an acquittal to Council at the end of each financial year with details of expenditure including copies of invoices.

We hereby agree to the contents of this Terms of Use:

Organisation	City of Palmerston
Signature
Print name
Position
Date

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Organisation

Signature

Print name

Position