



The ADAs:

Preparing Your Proposal

The purpose of these biennial awards is to help allotment sites improve and sustain both their communities and their environment. The major benefits of the awards are intended to be the sharing and celebration of knowledge and practice about good food cultivation and communal wellbeing across the City.

Participating allotment associations and gardening groups will present a project which they have chosen for improving their site based on three broad criteria. Their presentations will serve as the basis for judging which sites should receive the awards.

Identifying Your Project for Development

The first step is to review how well you think your site is operating at the moment by consulting all your members to find out what areas members think are the current strengths of your association and those where there is room for improvement. You can use the table of criteria on the next page as a source for the kinds of questions you might want to ask about your site.

Any project that your association decides on should have a positive effect on all three criteria for the ADAs which are:

- Caring for the Earth
- Building the Allotment Association as a Community
- Making Local Connections

For instance, creating a wildlife area on a site besides meeting criterion (1) would entail all the members of your association being involved in decision making (2), applying for grant (2). It might also involve working with an agency such as the RSPB (3) and/or organising joint working parties with a local community group (3). Whatever you decide should represent a significant move forward for your association and take a full season or so to achieve.

In the following **Table of Criteria for Development** the three key criteria are broken down into sub-criteria in order to provide you with some ideas about what kinds of activity you might want to consider. There is no need in your planning to try and do something under every heading and indeed you may choose activities which are not listed but nevertheless will still meet the key criteria.

Table of Criteria for Development

Key Criteria	First Sub-Criterion	Second Sub-Criterion	Third Sub-Criterion
(1) Caring for the Earth	Water Conservation <ul style="list-style-type: none"> • rainwater favoured over tap water • water butts collect rainwater • shed/greenhouse gutters • irrigation systems • sustainable drainage systems 	Good standards of cultivation <ul style="list-style-type: none"> • crop rotation • composting • organic alternatives to pesticides and weed-killers • addition of soil improvers (lime, green manure, peat-free) • no waste policy • reused/up-cycled materials, • communal composting • communal recycling system (wood, metal, rubble) • compost toilet • renewable energy systems 	Encouraging Beneficial Wildlife <ul style="list-style-type: none"> • Ponds, water features • Wildflower areas • Hedgerows of native species • Woodpiles, bird boxes • Flower beds within plots • Suitable Trees • Orchards • Bird-tables and bird feeders • Hedgehog retreats • Beehives or bee plots • Companion planting • Crop diversity • Woodpile habitats for insects
(2) Building Your Association	Inclusion <ul style="list-style-type: none"> • Welcome packs • Growing guides & advice • Good quality information • Equality policy • Access to training/mentors • Provision of starter plots • Raised beds for the elderly • Disabled access to site • Honorary memberships • Support for illness • Social Events 	Communication <ul style="list-style-type: none"> • A friendly and welcoming ethos • Annual AGM • Shared decision-making practices • Committee regularly invites and responds to members' feedback • Well-maintained notice boards • Regular newsletters • Varied communication methods • Allotment site website • Committee contact details available 	Communal Activities <ul style="list-style-type: none"> • Communal shed or meeting place • Work parties • Seed swap events • Social gatherings • Gardening talks & demonstrations

(3) Making Local Connections	Open Days & Events <ul style="list-style-type: none"> • Regular and well-promoted open days that include the wider community • Fund-raising events • Flower and vegetable shows 	Community Engagement <ul style="list-style-type: none"> • Community group plots • School plots • Demonstrations • Allotment tours • Good external communication • Regular visits from schools and other organisations • Regular contact with those on the waiting list. 	Local Community Participation <ul style="list-style-type: none"> • Stalls at community fetes etc • Teaching gardening skills at schools and local community group • Talks and demonstrations for schools or groups • Sponsorship and/or support of local events • Plot-holders being members of other community groups • Visits to nearby sites for plot-holders, waiting members and local residents • Regular participation in Glasgow Allotment Forum events • Links with other gardening groups and sites
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Entering the Competition

If you decide to try for the award the next step is to e-mail the Secretary of GAF by June 30th 2019 saying you wish to enter the competition. (her e-mail address is GAFForum@gmail.com) and giving the title of your project. if you think you need more advice/information let the secretary know and someone will get in touch with you.

contact

Presenting Your Proposal

Every group that enters the competition will be invited to present their ideas at an open forum meeting on August 15th . Your presentation should last for 3-5 minutes in all. At the end of each set of area presentations there will be 5 minutes for answering questions and hearing comments from your audience. You can choose up to four members of your organisation to be involved in your presentation. You will not have access to audio/visual aids but you can bring a single sheet poster to illustrate your talk.

Your presentation should set out:

- What you want your project to achieve.
- How it will meet the 3 criteria for the award
- Who will be involved and what they will do.
- * How you will use the £500 to carry out your project.

Presenting Your Achievements

If you win an award you will be receive your cheque for £500 at the October Celebration for 2019.