

# Edible Landscape Permit Application

Approved by:  
CPLA      Grounds

Date of request:

**Responsible Group Name:**

Contact Person:

E-mail:

phone:

**Sponsoring Department:**

Contact Person:

E-mail:

phone:

UDDS:

**Nearest Building:**

Facility Manager:

E-mail:

phone:

**How many growing seasons does the group expect to maintain the edible landscape?**

**Has the group read the rules and expectations of Edible Landscape Spaces?**

**What is the intent of the edible landscape? (goal, need, educational value, intended uses, etc.)**

**Project Description** – Location description and map: include nearest water source, adjacent uses and features on the land (adjacent buildings and existing vegetation). Include a plan, photos or both.

What is expected to be planted?

**Maintenance Plan** - Please describe the original installation process and regular growing season step-by-step tasks, long-term maintenance (soil quality, planters or other plant support structures if any), winter preparation, and tool storage.

Note: Soil amendments will require a discussion based on soil test and produce expected to grow.

**Harvest Plan** – If not harvested by the public, then what will be done with the produce?

**Project Resources** - Describe source of funds for installation, standard sign and ongoing maintenance.

**Contact information** for people who will work on project:

- 1) Name, email, phone, affiliation with campus
  
- 2) Name, email, phone, affiliation with campus
  
- 3) Name, email, phone, affiliation with campus

# Edible Landscape Memorandum of Understanding (MOU)

Between University of Wisconsin-Madison, Facilities Planning & Management

And

## Background & Purpose

UW-Madison is supportive of incorporating edible landscapes into the campus setting. Such projects need to be executed with a proper educational mission, the understanding of the responsibility of raising food, the ability to follow through with the project, the ability to provide appropriate resources, and the ability to be fiscally responsible for the eventual restoration to prior condition. To ensure groups that propose edible landscape projects can be safe and successful, the attached Rules & Expectations for Edible Landscapes must be followed.

## Parties and Responsibilities

Facilities Planning & Management – permit application review and approval or denial of permits.

Facilities Use Committee – approval of policy and amendments to the policy.

FP&M Associate Vice Chancellor or designee – sign Memorandum of Understanding (MOU) with applicant and university department.

Director, Department Chair or Dean of the UW-Madison affiliated department sponsoring the group – sign the MOU and be responsible for oversight of the activity.

Facility Manager of area – sign MOU in acknowledgment only.

Permit Applicant Group – to adhere to the Rules & Expectations for Edible Landscapes for the agreed upon area.

## Documents Incorporated

Rules & Expectations of Edible Landscapes

Permittee’s Approved Edible Landscape Permit Application

It is mutually understood and agreed by and between the parties that:

- 1) This is Board of Regents property, planting is for the good of the whole community, edibles can be harvested by anyone, produce grown cannot be sold.
- 2) Financial responsibility of applicant and their supporting department is as outlined in the Rules & Expectations for Edible Landscapes. The given UDDS will only be used as outlined in the Rules & Expectations for Edible Landscapes dated:
- 3) The effective date of this MOU is \_\_\_\_\_ and lasts for 365 days.

Sponsoring Department:

University of Wisconsin-Madison

\_\_\_\_\_

By: \_\_\_\_\_

Facility Manager:

By: \_\_\_\_\_

University of Wisconsin-Madison

Facilities Planning & Management

By: \_\_\_\_\_

Cindy Torstveit, Associate Vice  
Chancellor Facilities Planning &  
Management