

The Highland Downtown Development Authority

Adopt-A-Garden Program 2021

Contact Information: Cassie Blascyk highlanddda.marketing@gmail.com cell (248) 563-6533 or

Tina Swanson 248-860-4133

Program Description: The Highland Downtown Development Authority's (HDDA) Adopt-A-Garden Program provides a way for members of the community to participate in the beautification and maintenance of our gardens and to enhance experience in Downtown Highland. The Adopt-A-Garden Program also helps us to strengthen ties with our community and bring fellow gardeners together towards a common goal.

Why Adopt-A-Garden? Volunteer gardeners can use their creativity and show off their gardening skills to the thousands of visitors who frequent or drive through our community during the summer months.

Who can adopt? Individuals (18+), Families, School/Community/Church Groups, Local Businesses

Program Expectations:

- Adopt-A-Garden volunteers are expected to commit to maintaining their designated flower garden for one garden season, from May through September. This includes a spring and fall clean-up and regular bi-weekly maintenance. The HDDA will provide accent/annual flowers to plant in May, pine bark mulch, trash bags, and tools for the spring and fall clean-up dates. Bi-weekly maintenance includes weeding, and litter removal.
- For volunteer groups, designate a group supervisor who will be the primary contact person. The group supervisor will also ensure that volunteers sign a waiver of liability form before any work is done.
- Flower gardens are adopted on a first-come, first-serve basis. A list of all the adoptable flower gardens is included in this packet. The HDDA Design Committee will do its best to match volunteers to the flower bed that they are most interested in.
- All volunteers under age 18 must be supervised by a responsible adult.
- The HDDA will install a sign with the volunteer name(s) on it to be placed in their adopted flower bed as recognition for their time, effort, and dedication to keeping Highland gardens looking beautiful. Signs will be placed after groups have completed the spring clean-up.

How to Sign Up

- Complete and sign the application form and return it to The Highland DDA, 205 West Livingston Road, Highland, MI 48357 or email Cassie Blascyk at highlanddda.marketing@gmail.com
- Design Committee volunteers will review the application and match you to a flower bed available for adoption.
- Following approval, each volunteer must sign a liability form before any work is done. Volunteers under 18 must have their liability form signed by a parent or legal guardian. A copy of the liability form is available online (www.highlanddda.com) for extra copies or last minute volunteers.
- **Volunteers should schedule the spring and fall clean-up dates at least three days in advance with Cassie Blascyk to coordinate delivery of needed materials and supplies.**

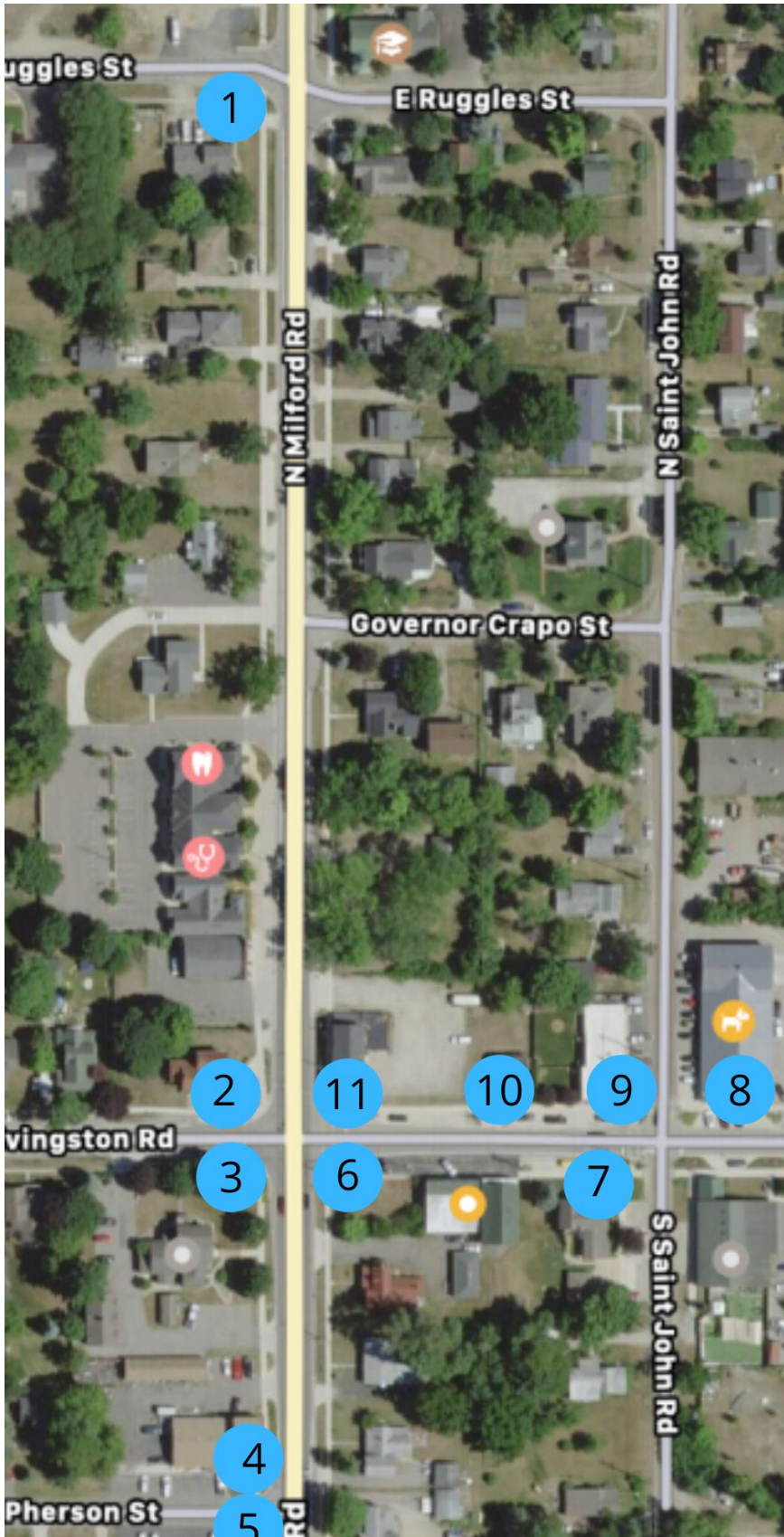
What do I need/ What's Provided?

The HDDA will provide accent flowers/annuals for you to plant which includes watering services for annual plants, and pine bark mulch for you to spread throughout the garden. The HDDA has put a significant amount of time and money into the gardens; if you wish to make alternations to your garden you must get approval by the HDDA before doing so. The HDDA does not want to discourage the adopters from being creative or from improving their garden, only to ensure that alterations are appropriate for a specific garden (non-invasive plants suggested, etc.). If the adopters wish to make changes they will need to submit a simple drawing showing their existing garden, what alterations they wish to do and the associated cost. The drawing will be reviewed, and if funds are available alterations will be approved. Once complete all items will remain with the HDDA adopt a garden program.

Safety Guidelines

- Wear work gloves, closed-toed shoes, and light-colored clothing. Volunteer t-shirts are available upon request.
- Bring sunscreen and apply it regularly to prevent sunburn. Hats and sunglasses are also recommended.
- Beware of bees, poison ivy, poison oak, and other irritants. Avoid bites by wearing insect repellent.
- Do not overexert yourself: take breaks and drink plenty of liquids. Be sure to bring water with you.
- Work during daylight hours.
- Do not use or bring your own power tools and motor-driven equipment unless you have been preauthorized.
- Postpone or stop clean-up immediately if rain, lightning, or strong winds are present.
- Leave dead animals on site and report them to the HDDA
- Do not bring pets, or leave pets in the car, while you volunteer in the gardens.

Flower Beds Available for Adoption



1 SOUTHWEST CORNER OF RUGGLES RD & N MILFORD RD

2 NORTHWEST CORNER OF LIVINGSTON RD & N MILFORD RD

3 SOUTHWEST SIDE OF N MILFORD ROAD, SOUTH OF LIVINGSTON RD

4 NORTHWEST CORNER OF N MILFORD RD & MCPHERSON ST

5 SOUTH WEST CORNER OF N MILFORD RD & MCPHERSON ST

6 SOUTHEAST CORNER OF N MILFORD RD & LIVINGSTON RD

7 SOUTHWEST CORNER OF LIVINGSTON RD & S SAINT JOHN RD

8 NORTHEAST CORNER OF S SAINT JOHN RD & LIVINGSTON RD

9 NORTHWEST CORNER OF LIVINGSTON RD & S SAINT JOHN RD

10 NORTH LIVINGSTON RD BETWEEN N MILFORD RD & S SAINT JOHN RD

11 NORTHEAST CORNER OF N MILFORD RD & LIVINGSTON RD

Adopt-A-Garden Program Application Form 2021

Please complete and return to Cassie Blascyk highlanddda.marketing@gmail.com or drop it off at the Highland DDA Office located at 205 West Livingston Road, Highland, MI 48357

Contact Information

Volunteer Name(s): _____

Group/Business Name (If Applicable): _____

Group Supervisor/Primary Contact (If Applicable): _____

Mailing Address: _____

Phone Number: _____

Email Address: _____

IN CASE OF EMERGENCY, CONTACT: _____

Emergency Contact Phone Number: _____

Preferred Flower Garden, please write your top three choices from the list of adoptable flower gardens:

Choice 1: _____

Choice 2: _____

Choice 3: _____

Additional Information-Estimated Number of Volunteers Participating: _____

Name as it would appear on your recognition sign: _____

Statement of Agreement

I have read and agree to abide by the expectations and safety guidelines included with this form with the Highland Downtown Development Authority’s Adopt-A-Garden Program. I understand that this is an application and the HDDA Design Committee will contact me to finalize an agreement. In addition, I understand that the HDDA Design Committee will make the final determination as to whether a group can participate and the final garden assignment. I understand that failure to uphold these guidelines and expectations will jeopardize my group’s involvement in the Adopt-A-Garden Program in the future.

Applicant (Primary Contact) Signature _____

Date Signed _____

Volunteering or performing community service for the Highland Downtown Development Authority is a rewarding job, but it is not without risks. While we strive to make a safe environment for all our guests, we ask that you observe our rules of safety at all times. By signing, you agree that you are volunteering or providing community service on your own behalf. We ask that you sign the following Hold Harmless Agreement:

CHARTER TOWNSHIP OF HIGHLAND

205 North John Street Highland, MI 48357

Hold Harmless Agreement

To the fullest extent permitted by law, _____ agrees to defend, pay on behalf of, indemnify, and hold harmless the Charter Township of Highland, the Highland Downtown Development Authority and its elected and appointed officials, employees and volunteers, and others working on behalf of the Charter Township of Highland and Highland Downtown Development Authority against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed, or recovered against or from the Charter Township of Highland and Highland Downtown Development Authority by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of or is in any way connected or associated with The Highland Downtown Development Authority’s Adopt-A-Garden Program.

Printed Name: _____ Date: _____

Signature : _____

Township Official _____ Date: _____

Signature: _____

IF VOLUNTEER/CIVIC WORKER IS UNDER 18 YEARS OF AGE:

Signature of Parent or Legal Guardian _____

Printed Name: _____ Date: _____