

Mac Regenerative Food System Network (MRFSN) (#19-424)

CONTEXT:

- This project references several projects that the SPF has supported in the past. Most notably, these projects housed a similar garden coordinator role:
 - [Macdonald Showcase Permaculture Garden Project \(SP0162\)](#)
 - [Permaculture Garden Resource Coordinator \(SP0187\)](#)

I am attaching the feedback that the Governance Council provided to the latter at the front of this .pdf for your reference.

TO DO:

- Please read the documents and make a decision on the application.



February 23, 2018

Re: Feedback on Application #18-373 Permaculture Garden Resource Coordinator

Dear team,

The Sustainability Projects Fund Working Group (SPF WG) reviewed your application on February 19, 2018.

As a reminder, the SPF WG assesses each application against the SPF mandate, which is to *build a culture of sustainability on McGill campuses through the development and seed-funding of interdisciplinary projects*, as well as the SPF Evaluation Criteria.

The decision and feedback on your project application are as follows:

Application Approved

Thank you for your application. We approve of this project to increase learning and engagement with the Macdonald Showcase Permaculture Garden. We are glad that the garden has been successfully built and hope that this adds a great complementary addition to the previous project, especially through the toolkit. Please note, that while we will fund this project, we will not continue to fund this type of project for the permaculture garden in future years. Please make sure to find alternative sources of funding for any future work in the garden and ensure that this project is institutionalized.

We will be in touch with an Award Letter for your project shortly. This letter will contain more details on how to get your project started. In the meantime, should you have any questions or need additional information, please do not hesitate to be in touch.

Last but not least, on behalf of the entire SPF team, I would like to thank you for your interest in and dedication to improving sustainability on our campuses.

Sincerely,



Sustainability Officer
McGill Office of Sustainability

ELIGIBILITY CRITERIA		FIT WITH CRITERIA		
AT MCGILL	Eligible projects are led by a current student, administrative staff, or academic staff <u>and</u> primarily impact the McGill campus community.	Poor	Concerns	Great
SUSTAINABILITY FOCUSED	Eligible projects focus on one or more dimensions of sustainability (e.g. environmental, social, economic). These projects advance sustainability at McGill and are managed sustainably.	Poor	Concerns	Great
SEED FUNDING	Eligible projects are either new projects or projects that complement, build upon, or scale existing initiatives. Requests for ongoing operating support are not eligible, as the funding should be used to move campus beyond business as usual.	Poor	Concerns	Great
ACTION ORIENTED	Eligible projects are action oriented and aim to make change happen on McGill campus(es). In general, research-focused projects are not eligible.	Poor	Concerns	Great
EVALUATION CRITERIA		FIT WITH CRITERIA		
ANALYSIS	The project team has identified an issue or need on campus, researched best practices, evaluated other funding sources, and consulted other projects for lessons learned. Given this information, the team is qualified to create the project.	Poor	Concerns	Great
IMPACT	The project creates a positive change, which can include behaviour change and/or improvements in institutional performance. The project and its impacts are shared with the community, and it is planned so that there is a lasting impact, institutionalization, or potential to scale, when possible.	Poor	Concerns	Great
FEASIBILITY	The project is well planned, has realistic goals, activities and timeline, mitigates risks, and has a budget that makes sense considering the project scale and expected impact.	Poor	Concerns	Great
COLLABORATION	The project is inclusive, collaborative, and considers the voices of undergraduates, postgraduates, administrative staff, and academic staff on the different campuses it impacts. It is interdisciplinary and collaborative between students and staff, when possible.	Poor	Concerns	Great
SUPPORT	The project team has consulted with relevant stakeholders and gained their support and/or permission for the project.	Poor	Concerns	Great
CAPACITY BUILDING	The project is a learning opportunity for involved stakeholders and, when possible, the project incorporates training, volunteerism, job creation, and/or complementary applied student research.	Poor	Concerns	Great

COVER PAGE

PROJECT INFORMATION

Please complete the fields below with information regarding your project.

Project Title	Mac Regenerative Food System Network (MRFSN)		
Brief Description	Establishing a collaborative and resilient network of sustainable food systems around Macdonald Campus, fostering partnerships and enhancing local initiatives within the community		
Total Estimated Project Budget	\$17,995	Amount Requested from SPF	\$13,612

Campus(es) Impacted Downtown Macdonald Gault Nature Reserve Other

CONTACT INFORMATION

Project Leader

This person must be a current McGill University student, administrative staff, or academic staff.

Name	Élise Guerrero	Affiliation	Undergraduate
Phone		Faculty/Unit/Organization	FAES
Email	elise.guerrero@mail.mcgill.ca	Campus	Macdonald

Project Team Members

The SPF encourages you to be inclusive, collaborative (especially between staff and students), diverse, and interdisciplinary when possible. To list more members, please complete a second cover page. You may e-mail it to [SPF Staff](#) to include with your application.

Name	Spencer Jacobs	Affiliation	Undergraduate
Email	spencer.jacobs@mail.mcgill.ca	Faculty/Unit/Organization	Arts
Name	Ella Martin	Affiliation	Undergraduate
Email	ella.martin@mail.mcgill.ca	Faculty/Unit/Organization	FAES
Name	Audrey Wager	Affiliation	Undergraduate
Email	audrey.wagner@mail.mcgill.ca	Faculty/Unit/Organization	FAES
Name	Stéphanie Lacoste	Affiliation	Undergraduate
Email	stephanie.lacoste@mail.mcgill.ca	Faculty/Unit/Organization	FAES
Name	Melanie Labelle	Affiliation	Undergraduate
Email	melanie.labelle@mail.mcgill.ca	Faculty/Unit/Organization	FAES

SUBMISSION INFORMATION

In line with the [SPF Eligibility Criteria](#), our team certifies that this project takes place at [McGill University](#), is **sustainability focused**, is requesting **seed funding**, and is **action oriented**.

Yes No

Our team has read the [SPF Terms & Conditions](#) and agrees to respect them.

Yes No

Our team understands that this application is not confidential and consents to have its contents shared with relevant stakeholders during the review process and, if approved, on the SPF website.

Yes No

Our team agrees to have [their contact information](#) included in the complete and shared application.

Yes No

PROJECT OVERVIEW

Instructions: Please answer the questions below as clearly and concisely as possible. You will be able to detail your project further in Part 2 of the Over \$5,000 application process, the Project Plan, as well as submit relevant appendices. Once you have completed this Project Overview, save it and submit it online. SPF Staff will respond with feedback on your application within 2 weeks and send you Part 2. Once all sections are complete, the combined application will be provided to the SPF Governance Council for their review and decision. As a reminder, all SPF applications are assessed using the [SPF Eligibility & Evaluation Criteria](#):

ELIGIBILITY CRITERIA		EVALUATION CRITERIA		
AT MCGILL	SUSTAINABILITY FOCUSED	ANALYSIS	IMPACT	FEASIBILITY
SEED FUNDING	ACTION ORIENTED	COLLABORATION	SUPPORT	CAPACITY BUILDING

Before starting, you may find it helpful to consult the [SPF Sustainability Brief](#) and [Vision 2020 Climate & Sustainability Action Plan](#).

CONTEXT

Criteria assessed in this section: **SUSTAINABILITY FOCUSED, ANALYSIS**

1. What specific sustainability-related need/issue have you identified at McGill and aim to address through your project? In your response, please describe clearly how the need/issue is related to sustainability.

Note: Please wait to detail your project idea in response to Question 5. Limit ~100 Words

Around Mac Campus, several sustainability-related projects exist but there is a blatant lack of communication and collaboration between them, which limits their potential and resilience. This project's impacts are both global and local. On the one hand, a participatory approach to connect these sustainable food-related projects is essential to create a sense of community around Mac and make a real difference in using the synergy of all the projects to create a local and sustainable food system. Moreover, this project aims to enhance the ecosystem services of these local networked initiatives, especially to improve pollinator habitat in the face of unprecedented insect decline.

2. How do you know this is a need/issue? What research have you done (e.g. consultation, observation, survey)?
Limit ~100 Words

Agroecological systems have been identified as providing a wide range of ecosystem services, from the obvious food provision, to providing habitat for insects and wildlife, to regulating nutrient flows. Spaces such as the MPSG can also provide "cultural services" (e.g. aesthetic appreciation, greater connections with nature, education, and recreation), by fostering community engagement. In order for gardens to have long-term sustainability and integration, they must provide relevant services to meet the needs of the community they serve. Additionally, recent research highlighting the collapse of insect populations and native pollinators presents the critical need for improving insect and pollinator habitat.

3. What relevant information and/or best practices have you found that relate to this need/issue? In addition to information from external sources, detail any relevant related initiatives (past or current) that you are aware of at McGill.
Limit ~100 Words

In a time when sustainability and food systems studies are increasingly popular topics amongst youth, universities around the world compete to have the most cutting-edge sustainability programs to attract prospective students and donors. Mac Campus and the surrounding area is home to several initiatives related to sustainable food systems such as MPSG, MSEG, the Senneville Food Forest, SymBioSyn, MAA, Fruit Tree Bike Path, and the Gardenvale Permaculture Garden. However, these projects remain unknown by many students and lack connectivity and integration. Many other universities in North America have more comprehensive sustainable food system initiatives and have received awards for their networks of gardens.

**4. What expertise or qualifications does your team have regarding this need/issue, if any? Limit ~100 Words**

Our team is composed of individuals with a particular expertise in sustainable food systems, most of whom are majoring in highly related topics. We have all been involved in sustainability related projects at Mac for 3-4 years, including the McGill Permaculture Club, SymBioSyn, Bee Campus, among others. Furthermore, at least four members of our team hold an internationally-recognized Permaculture Design Certificate (PDC). Additionally, the majority of our team has completed summer internships at farms or orchards in the past few years, giving them practical as well as theoretical experience.

PROJECT IDEA

Criteria assessed in this section: ALL ELIGIBILITY & EVALUATION CRITERIA

5. In context of the sustainability-related need/issue that you previously identified, what is your project idea? Please describe the idea thoroughly and concisely. In your response, share how your project is new or how it is complementary to existing initiatives. Limit ~400 Words

The primary aim of our project is establish a network which integrates the different sustainable food-related initiatives and organizations around Mac Campus. This will effectively create a local regenerative food system that will offer habitat to native wildlife, including beneficial insects and pollinators, and foster symbiotic relationships between these various associations.

The community stakeholders with which we will foster collaboration and construct a more resilient food system around Mac are: MPSG, MSEG, Ugly but Loved, the McGill Senneville Food Forest, Ste. Anne's permaculture gardens, Kahnawà:ke, JAC, and the McGill Apiculture Association.

In order to accomplish this, we will hire one Mac Food System Coordinator and one Gardens Supervisor. The former would focus on facilitating the integration and collaboration between our partners and stakeholders, including maintaining strong relationships within the community and hosting events and workshops. This individual would also be in charge of co-supervising 6-8 student research internships/courses along with designated professors, which would involve creating course content, assembling educational resources, working directly with the interns, and holding weekly check-in meetings with them. The latter would primarily be focused on the hands-on expansion of the MPSG and the McGill Senneville Food Forest, through coordinating volunteer projects and managing the budget. Weekly meetings and seminars will take place in the MPSG and the Senneville Food Forest with the team of interns and volunteers, as well as larger monthly stakeholder meetings. Regular events and workshops on improving pollinator habitat, enhancing ecosystem services in agroecosystems, and building community will be organized by the network in collaboration with all partners, and an Outdoor Classroom will be constructed in the MPSG as a community space for our summer seminar series, Macdonald classes, students, professors, and residents of Ste. Anne to enjoy. We aim to intensify our involvement with the space to ensure future sustainability and self-reliance, and eventual integration into the Community Engagement Center. We will directly contribute efforts towards the management, revival, and reintegration of the McGill Food Forest, a previous SPF project, along with MSEG.

We are working in collaboration with Symbiosyn on their Indigenous Food Sovereignty Project with the Mohawk community of Kahnawà:ke as well as the Crossroads Program for Indigenous Students at JAC and in collaboration with Indigenous Awareness Week at McGill, opening up the space for them to sow their traditional seeds on their traditional land as one way to reclaim their food sovereignty.

6. Is your project related to the University's Vision 2020 Sustainability Strategy? Yes No Not sure**7. If you answered yes to Question 6, how does it relate? Please refer to the strategy category (e.g. Research, Education, Connectivity, Operations, and Governance & Administration) or related action from the 2017-2020 Climate & Sustainability Action Plan in your response. Limit ~100 Words**



This project relates to many of the themes identified in the Vision 2020 Sustainability Strategy. Connectivity is at the core of this project, as the main goals are to create a network of different projects and initiatives focusing on alternative agriculture, prioritizing partnerships and collaboration and promoting the exchange of knowledge and resources. The MPSG offers an inclusive and creative space, which is open for students' applied research projects, and exploration and experimentation with sustainable agriculture practices. The coordinators hired through this project would encourage community engagement and participation, oversee research projects, and facilitate partnerships between groups.

TRANSFORMING CAMPUS

Criteria assessed in this section: AT MCGILL, IMPACT

8. In the table below, describe your proposed project's 2-5 main impacts on the McGill campus community or goals to accomplish. Please check the stakeholders that will be impacted. Finally, please list at least one key success indicator for each impact (e.g. # people will be engaged in the project, % waste will be diverted from the landfill, # buildings will be LEED certified, etc.)

Main Impacts/Goals		McGill Stakeholders Impacted (check all that apply)	Key Success Indicator(s)
REQUIRED	1 Connect multiple sustainability-related initiatives around Macdonald Campus and Ste-Anne	<input checked="" type="checkbox"/> Undergraduate <input checked="" type="checkbox"/> Academic Staff <input checked="" type="checkbox"/> Postgraduate <input checked="" type="checkbox"/> Admin. Staff <input checked="" type="checkbox"/> Alumni	Number of collaborators involved (clubs, associations, etc.) (7)
	2 Ensure the MPSG and Senneville Food Forest stay resilient, self-sufficient, and visible	<input checked="" type="checkbox"/> Undergraduate <input checked="" type="checkbox"/> Academic Staff <input checked="" type="checkbox"/> Postgraduate <input checked="" type="checkbox"/> Admin. Staff <input type="checkbox"/> Alumni	Number of added guilds of perennials; professors linked to research projects in the garden
OPTIONAL	3 Improve pollinator resilience, create wildlife habitat and raise awareness on the subject	<input checked="" type="checkbox"/> Undergraduate <input type="checkbox"/> Academic Staff <input type="checkbox"/> Postgraduate <input type="checkbox"/> Admin. Staff <input type="checkbox"/> Alumni	Pollinators counts, inventory of pollinator habitat/plants
	4 Foster collaboration with the Mohawk community of Kahnawà:ke and Indigenous students at Mac and JAC	<input checked="" type="checkbox"/> Undergraduate <input type="checkbox"/> Academic Staff <input type="checkbox"/> Postgraduate <input type="checkbox"/> Admin. Staff <input type="checkbox"/> Alumni	Area of garden dedicated to Indigenous seeds; number of workshops; number of people involved
	5 Have applied student research projects/courses/internships in the garden	<input checked="" type="checkbox"/> Undergraduate <input checked="" type="checkbox"/> Academic Staff <input checked="" type="checkbox"/> Postgraduate <input type="checkbox"/> Admin. Staff <input type="checkbox"/> Alumni	Number of interns (6-8) this summer

9. Have you considered implementing your project at more than one McGill campus? (e.g. If your project is downtown, could it be implemented at Macdonald Campus as well?)

Yes No

10. If relevant, please describe your choice(s) of campus(es) and why this choice is best for your project. *Limit ~150 Words*

We are focusing on the Mac Campus and the garden surrounding it open to McGill students. By reaching out, connecting and developing the relationships with several stakeholders, we are reinforcing the local food sovereignty network and addressing the needs of our community, building a exemplary sustainable food system. At Macdonald Campus, we have enough space to and related initiatives to build a resilient network of sustainable food projects. If we were to implement our project downtown, the scope of management required would be too extensive for our resources and the integration of both locations would be difficult to maintain.



PART 2: PROJECT PLAN

Instructions: Please answer the questions below as clearly and concisely as possible. Once you have completed this Project Plan, save it and submit it online. SPF Staff will respond with feedback on your application within 2 weeks. Once all sections are complete, the combined application will be provided to the SPF Governance Council for their review and decision. As a reminder, all SPF applications are assessed using the [SPF Eligibility & Evaluation Criteria](#):

ELIGIBILITY CRITERIA		EVALUATION CRITERIA		
AT MCGILL	SUSTAINABILITY FOCUSED	ANALYSIS	IMPACT	FEASIBILITY
SEED FUNDING	ACTION ORIENTED	COLLABORATION	SUPPORT	CAPACITY BUILDING

IMPLEMENTATION

Criteria assessed in this section: **ACTION ORIENTED, FEASIBILITY, IMPACT**

1. List the key **activities** for your project and indicate the timing for these on the right. Please be specific and realistic when formulating your activities, ensuring that they are achievable within the indicated timeframe.

Key Project Activities	Start Date (MM-DD-YY)	End Date (MM-DD-YY)
Hire Mac Food System Coordinator & Gardens Supervisor	When approved	2 weeks aft.
Finalizing course content & structure for the 6-8 (unpaid) interns	April	05-01-19
Organize training sessions with volunteers and partners	05-01-19	06-01-19
Weekly meetings with core team consisting of interns, garden co-managers & volunteers	05-01-19	09-01-19
Monthly meetings with stakeholder network	06-01-19	11-01-19
Seeding ceremony with elders from Kahnawake & others	05-15-19	05-15-19
Harvest ceremony with elders from Kahnawake & others	09-15-19	09-15-19
Weekly seminar/guest lecture series in the garden	05-20-19	09-01-19
Development of an area for ground-nesting bees	06-01-19	08-01-19
Development of insect hotels & bird houses	06-01-19	08-01-19
Seedling transplant & tree planting workshops	05-25-19	05-31-19
Partner outreach, network building and relationship strengthening	05-01-19	11-01-19
Outdoor Classroom construction finalized	04-20-19	06-01-19
Webpage & GIS map creation	05-01-19	08-25-19
MPSG & McGill Senneville Food Forest development & growth	05-01-19	09-01-19
Construction of paths, entrance arbour & enhanced signage	06-01-19	09-01-19

2. Please describe what will happen to your project after the SPF funding ends. Additionally, please share if anything will be produced or installed. (e.g. a workshop guide, equipment, a toolkit, a network, website, etc.) If so, please describe these items and indicate how they will be maintained. *Limit ~200 Words*

The Mac Food System Coordinator and Gardens Supervisor would lay the groundwork for the establishment of a perennial network between the different clubs/associations/stakeholders listed, with a designed structure for membership, regular meetings, and collaborations. After the summer, the Mac Regenerative Food System Network (MRFSN) would be sufficiently established and would be continued on by the team of stakeholders in future years including those in the McGill Permaculture Club, MSEG, MAA, Ryan Young, etc. The new entity would be integrated into the Community Engagement Center eventually. Furthermore, a facebook page and webpage would be created about the project and a document would be formalized, acting as the organization's constitution and mandate.

3. Please list any potential risks associated with your project and the measures you will take to reduce their likelihood.

Main Risks	Preventative Measures
Lack of time for engagement from stakeholders	Emphasizing the value of having an umbrella network
Not enough volunteers	Reaching out to local community; effective communication



Loss of institutional memory	Diligent records and archives kept well organized
Too much work for employees	Effective delegating to volunteers and interns

STAKEHOLDER ENGAGEMENT

Criteria assessed in this section: **AT MCGILL, COLLABORATION, SUPPORT, CAPACITY BUILDING**

4. Please list all of the key stakeholders involved in your project, indicating their role and support. If the stakeholder has provided a support letter, please indicate so here and attach it as an appendix document.

Note: Projects involving modifying a space on campus, making a permanent installation, hiring a full-time staff, or adding/modifying a garden, etc., must seek permission from the appropriate stakeholder(s) (e.g. building director, Campus Planning and Development office, staff supervisor, etc.). SPF Staff can help you assess if any key stakeholders need to be added to your list.

Stakeholder's Name(s)	Title	Role in the Project	Support/Permission	Support Letter
McGill Permaculture Club team	MPC & MPSG co-	Project Overseers	Confirmed support	N/A
Dr. Anja Geitmann	Dean of Mac	Supporter	Confirmed	Yes
MSEG team	MSEG	Partner	Confirmed	Yes
Paul Meldrum	Farm Center	Resource Person	Confirmed	Yes
Victor Dagenais-Martin	MAA president	Partner	Confirmed	Yes
Ryan Young	City Counsellor	Partner	Confirmed	Yes
Yves Abanda	SymBioSym	Partner	Confirmed	Yes
Frieda Beauregard	IndigAwareWeek	Partner	Confirmed	No
Mohawk of Kahnawà:ke	Kahnawà:ke	Collaborators	Confirmed	No
Jeff Cardille, Caroline Begg,	Professors	Internship co-supervisors	Confirmed	No

5. How will you communicate about your project and share its impacts with your stakeholders and the McGill community? Please describe your tactics (e.g. social media, workshops, tabling, newsletters, etc.) and any related timing (e.g. at the beginning, during, or after the project). Related activities can also be included in Question 1. *Limit ~200 Words*

Regular monthly meetings with stakeholders; frequent personal communication with stakeholders; creation of a webpage; creation of a facebook page and instagram; weekly seminars advertised; weekly newsletters; regular workshops; hosting Pollinators Week; 9th McGill Annual Indigenous Awareness Week; final internship reports from student interns; organized google drive of all documented activities archived; weekly potlucks with stakeholders and community members; extensive volunteer recruitment through many networks; extensive advertisement through social media and posters about the Outdoor Classroom; extensive networking with all sustainability-related initiatives at McGill (even if they are not partners); regular garden tours and field trips to other permaculture initiatives.

6. If applicable, are there any training, volunteer opportunities, jobs, or complementary applied student research integrated in your project? Please describe. *Limit ~100 Words*

There will be 6-8 internship opportunities associated with this project this summer. We have already advertised and recruited for it and have received 10 applications, of which 6-8 will be successful. The course codes include: FAES 200, FAES 300, FAES 313, FAES 323, and AGRI 310. The topics include Local Sustainable Food System Case Study (Caroline Begg), GIS Tree Mapping (Jeff Cardille), Soil Ecology (Cynthia Kallenbach), and Entomology. There has also already been one student doing a class project on GIS mapping of the sustainable food system this past semester, which can serve as a building block for this project. There are also the two job positions, as well as unlimited volunteer opportunities.



PROJECT BUDGET

*Criteria assessed in this section: **FEASIBILITY***

Revenues

Indicate any funding you will receive or may receive to complete your project, including funds from McGill Departments and Units.

Funding Source(s)	Amount Requested	Request Status
Sustainability Projects Fund (SPF)	\$13,612.00	Requested
Student Experience Enhancement Fund (2018)	\$1,200.00	Confirmed
SSMU Environment Fund	\$3,000.00	Requested
MCSS	\$200.00	Confirmed
REVENUES GRAND TOTAL (must match Expenses Grand Total)	\$18,012.00	

Expenses

Indicate your project expenses below. In the Funding Sources column, use the reference number from the first column of the Revenues section, above. You may list more than one source if applicable (e.g. 1,3).

Item Description	Unit Cost	# of Units	Total Cost	Expense paid by SPF?
Outdoor Classroom	\$1,855.00	1	\$1,855.00	No
Trees, shrubs and plants	\$1,013.00	1	\$1,013.00	No
Garden Flagstone Path	\$515.00	1	\$ 515.00	No
Arbour	\$230.00	1	\$ 230.00	No
Eco edging	\$250.00	1	\$ 250.00	No
Compost transport	\$100.00	1	\$ 100.00	Yes, fully
Roll black plastic mulch	\$200.00	1	\$ 200.00	No
5 ft. Super Steel Stake (100)	\$131.00	1	\$ 131.00	No
Tomato&pea trellises, cages	\$189.00	1	\$ 189.00	No
Botanical Signage	\$300.00	1	\$ 300.00	Yes, fully
Transportation to field trips	\$60.00	10	\$ 600.00	Yes, fully
Coms materials (posters)	\$100.00	1	\$ 100.00	Yes, fully
Potluck extra food fund	\$200.00	1	\$ 200.00	Yes, fully
	\$0.00		\$ 0.00	Choose one.
	\$0.00		\$ 0.00	Choose one.
	\$0.00		\$ 0.00	Choose one.
	\$0.00		\$ 0.00	Choose one.
	\$0.00		\$ 0.00	Choose one.
Expenses Subtotal				\$5,683.00

Salaries & Wages

If applicable, please indicate any paid positions needed for your project. Please note: if you complete the Salaries & Wages section, you must also complete the [Staff Position Information Appendix](#).

Position Title	~# Hours per Week	~# Weeks	Hourly Wage	Subtotal	+ 20% Benefits	Total Cost	Funding Sources
Mac Food System Coordinator	30	16	\$14.25	\$6,840.00	1.2	\$8,208.00	SPF
Gardens Supervisor	15	16	\$14.25	\$3,420.00	1.2	\$4,104.00	SPF
			\$0.00	\$ 0.00	1.2	\$ 0.00	
			\$0.00	\$ 0.00	1.2	\$ 0.00	
Salaries & Wages Subtotal						\$12,312.00	

EXPENSES GRAND TOTAL (must match Revenues Grand Total) **\$17,995.00**

APPENDIX

Relevant Support Documents

List any appendix documents in order in the table, below.

Please keep the total number of pages as low as possible (recommended max 10). Please include any relevant support letters.

Doc #	Appendix Document Title	# of Pages
1	Ryan Young's support letter	1
2	Paul Meldrum's support letter	1
3	Dean Anja Geitmann's support letter	1
4	MSEG support letter	1
5	SymBioSyn support letter	1
6	Importance of allotments and gardens in conservation of urban pollinators	8 (of 15) 
7	Disappearance of pollinators worldwide due to climate change	6
8	UMass Success example	2
9		
10	Staff Position Information Appendix , if applicable	2

STAFF POSITION INFORMATION

Please complete the fields below with information regarding the position that you would like to fund through your project. Should you have more than one type of position, please fill and attach a form for each position.

Position Title	Mac Food System Coordinator
Brief Description of Role	Responsible for establishing and coordinating the Mac Regenerative Food System Network (MRFSN). Creating and strengthening relationships with stakeholders, fostering integration and collaboration.

1. This position is: New Already exists on campus

2. Please describe which McGill Unit/Department/Group/Association will host the position. *Limit ~100 Words*

This SPF applicant project team, as well as the executive members of the McGill Permaculture Club and the co-managers of the Macdonald Permaculture Showcase Garden will hold this individual responsible for their tasks and the successful establishment of this project.

3. Who will supervise the employee? Please list the supervisor's name and role at McGill. *Note: The supervisor must provide a letter detailing their commitment. Please include this in the application appendix. Limit ~100 Words*

The employee will be co-supervised by both an executive member of the McGill Permaculture Club (maybe Audrey Wagner or Ella Martin) and by Caroline Begg, Faculty Lecturer at McGill.

4. Campus(es) where employee will work: Downtown Macdonald Gault Other

5. Please provide a detailed task list and/or job description. *Limit ~400 Words*

The Mac Food System Coordinator will be responsible for establishing and coordinating the Mac Regenerative Food System Network (MRFSN). The person will focus on facilitating the integration and collaboration between our partners and stakeholders, including maintaining strong relationships with different related initiatives through meetings, workshops and co-hosted events. They would aim to create a new community around the project, made up of already existing but fragmented parts. In order to make this a reality, the individual will re-contact all stakeholders once the project funding is accepted, will set up individual meetings with them assessing their needs, will organize the first monthly stakeholder meeting, will create a facebook and instagram page for the MRFSN, will create a webpage for it, will maintain open communication with stakeholders and partners, will encourage the co-facilitation of events and workshops, will organize the weekly seminar series, will organize the weekly potlucks, will ensure the completion of the Outdoor Classroom construction, will contact professors about hosting classes in the Outdoor Classroom in the Fall, will facilitate the co-drafting of the entity's mandate, membership requirements and constitution, and will ensure institutional memory is passed on through diligent record keeping and organized and accessible archives.

A very important part of this individual's responsibilities will also be to co-supervise and direct 6-8 student research internships/courses along with designated professors, which involves designing course content, assembling educational resources, disseminating them to students, working directly with the interns, holding weekly check-in meetings with them, keeping regular communication with the interns, troubleshooting and conflict resolution, organizing their seminar presentations, and assessing the final product of their work. This is part of the reason why this position is absolutely crucial, as otherwise these interns will only have the professors as their supervisors and will be disjointed from each other and from the project. Instead, with the Mac Food System Coordinator as their co-supervisor, they will be able to have weekly 'lab' meetings with the other interns, share and learn from the others, be part of a team, and participate in the co-management of the garden. Their learning experience will be remarkably enhanced by this arrangement and teamwork, and they will be more likely to stay involved with the MRFN after the

summer ends. Furthermore, they will organize 2-3 summer field trips to permaculture farms for the interns for educational purposes.

6. Please share how you have determined the hours and wages included in the budget. Limit ~200 Words

The number of weeks (16) spans the 4 months of summer from May to August. The hours per week (30) is based on other similar full-time job postings around Montreal, such as the Community Garden Coordinator position at Corbeille de Pain Lac Saint Louis. The hourly wage is based on McGill's minimum wage for a position with this level of responsibility for undergraduate students.

7. If applicable, please share how you will integrate the employee into the existing team/group structure. Limit ~100 Words

The employee will become the person in charge of the project and will be responsible for taking on the co-supervision and coordination of the Summer Internship Program that is already currently being coordinated by the McGill Permaculture Club executive team. The structure of the club and garden co-managers will have to learn to adapt to this new person delegating the tasks and way of organizing and communicating through the weekly meetings and frequent open respectful communication.

8. What will happen to the position after the project funding concludes? Is there an intent to institutionalize this position? Limit ~200 Words

There is no formal intent to institutionalize this position, although we encourage the administration to do so.

9. If applicable, please briefly describe how you plan to recruit the employee. Limit ~200 Words

The position will be advertised on the MPC, MPSG, MSEG and MAA networks (social media and listervs), as well as through Kathy Roulet's Listerv. After having a little over a week to submit a CV and cover letter, short-listed applicants will be interviewed and the best candidate selected. The selection process will be carried out by the McGill Permaculture Club executive team.

10. My project team already has a candidate in mind to fill this position: Yes No

If yes, please disclose. You may wish to attach a CV for the candidate in the application appendix. Limit ~100 Words

STAFF POSITION INFORMATION

Please complete the fields below with information regarding the position that you would like to fund through your project. Should you have more than one type of position, please fill and attach a form for each position.

Position Title	Mac Gardens Supervisor
Brief Description of Role	Responsible for the expansion, re-integration and marketing strategy of the McGill Senneville Food Forest and the Macdonald Permaculture Showcase Garden (MPSG). Supervising garden volunteer projects.

1. This position is: New Already exists on campus

2. Please describe which McGill Unit/Department/Group/Association will host the position. *Limit ~100 Words*

This SPF applicant project team, as well as the executive members of the McGill Permaculture Club and the co-managers of the Macdonald Permaculture Showcase Garden will hold this individual responsible for their tasks and the successful establishment of this project.

3. Who will supervise the employee? Please list the supervisor's name and role at McGill. *Note: The supervisor must provide a letter detailing their commitment. Please include this in the application appendix. Limit ~100 Words*

The employee will be co-supervised by both an executive member of the McGill Permaculture Club (maybe Audrey Wagner or Ella Martin) and by Caroline Begg, Faculty Lecturer at McGill.

4. Campus(es) where employee will work: Downtown Macdonald Gault Other

5. Please provide a detailed task list and/or job description. *Limit ~400 Words*

The Mac Garden Supervisor will be responsible for the expansion, re-integration and marketing strategy of the McGill Senneville Food Forest and the Macdonald Permaculture Showcase Garden (MPSG). They will recruit, train, coordinate and supervise the garden volunteers and their respective projects. This summer in the MPSG, volunteers will be given more responsibility and liberty to co-manage parts of the garden. There will be regular and irregular volunteers. The regular volunteers will have weekly shifts scheduled at the same time and will be in charge of the development and maintenance of an area. They will also have the opportunity to eat or sell a portion of the produce they grow. The produce will not be sold raw, and instead will be transformed into value-added products. For example, we have two large, self-watering containers that one or two volunteers can be in charge of growing tomatoes in. They will be responsible for the growth of these tomatoes, with the help of the Gardens Supervisor, and will be able to organize a workshop in which the tomato sauce is made in a certified kitchen. The Garden Supervisor would help the volunteers organize these kinds of workshops and find ways to market their product to different buyers at a variety of markets, like the McGill Farmers' Market. Without the Garden Supervisor, volunteers would not be able to do this alone and would not have the outreach to organize a workshop, nor the access to market. In this way, volunteers gain applied leadership and food production experience, and the produce from the gardens is benefiting the McGill community. Depending on the situation, the volunteer could keep a portion of the profits of their sale (ex. 50%), while the rest goes back to the Mac Regenerative Food System Network (MRFSN), which can then be reinvested into any of the initiatives under this umbrella entity that most requires it. This is a way to ensure that not a lot of paid labour is required for food production (for example, MSEG has 6 full-time employees all summer), that volunteers and interns gain learning experiences, and that the produce from the MPSG and McGill Food Forest gets utilized and generates a profit, contributing to a sustainable business model.

Furthermore, the Gardens Supervisor would also schedule, advertise and coordinate the volunteer shifts and days, and spread the volunteers out evenly between the other different initiatives under the MRFSN umbrella, such as MSEG and MAA.

6. Please share how you have determined the hours and wages included in the budget. Limit ~200 Words

The number of weeks (16) spans the 4 months of summer from May to August. The hours per week (15) is based on other similar part-time job postings around Montreal, such as the Student Sustainability Coordinator for McGill's Food and Dining Services. The hourly wage is based on McGill's minimum wage for a position with this level of responsibility for undergraduate students.

7. If applicable, please share how you will integrate the employee into the existing team/group structure.

Limit ~100 Words

The employee will become the person in charge of the McGill Food Forest (currently managed by MSEG) and the MPSG (currently coordinated by the McGill Permaculture Club executive team). The structure of the club and garden co-managers will have to learn to adapt to this new person delegating the tasks and way of organizing and communicating through the weekly meetings and frequent open respectful communication.

8. What will happen to the position after the project funding concludes? Is there an intent to institutionalize this position? Limit ~200 Words

There is no formal intent to institutionalize this position, although we encourage the administration to do so.

9. If applicable, please briefly describe how you plan to recruit the employee. Limit ~200 Words

The position will be advertised on the MPC, MPSG, MSEG and MAA networks (social media and listservs), as well as through Kathy Roulet's Listserv. After having a little over a week to submit a CV and cover letter, short-listed applicants will be interviewed and the best candidate selected. The selection process will be carried out by the McGill Permaculture Club executive team.

10. My project team already has a candidate in mind to fill this position: Yes No

If yes, please disclose. You may wish to attach a CV for the candidate in the application appendix. Limit ~100 Words



109 rue Sainte-Anne
Sainte-Anne-de-Bellevue (Québec)
H9X 1M2
Téléphone : 514-457-5500
Fax: 514-457-6087

March 9, 2019

Dear McGill Sustainability Projects Fund,

I am writing to express my support for the McGill Permaculture Club's application to fund an expansion of the permaculture network in Ste-Anne de Bellevue and within the Macdonald campus of McGill University. This project lines up so well with other projects that we as a municipality have been undertaking in the past 5 years. We created two permaculture food forest gardens along chemin Ste-Marie last year and many of our volunteers were McGill students. We want to collaborate more and more with students and faculty at Macdonald campus in these types of projects.

I love the idea of collaborating with the Indigenous Mohawk community on a garden project and providing additional native pollinators' habitat. I had the pleasure of visiting the McGill Permaculture Showcase Garden (MPSG) last year and I think the idea of expanding it and using it as a meeting place is a great initiative.

From meeting members of the McGill Permaculture Club I can tell the club is run by students who are intelligent, professional, organized, and altruistic. I encourage the fund to support their very important work.

Yours Sincerely,

Ryan Young
City Councillor – District 2
Sainte-Anne-de-Bellevue, Quebec
Email: ryoung@sadb.qcca
Cellphone : 514-953-9100



Anja Geitmann, Ph.D.

Professor and Dean

Faculty of Agricultural
and Environmental Sciences

McGill University
Macdonald Campus

Professeure titulaire et Doyenne

Faculté des sciences de l'agriculture
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21,111 Lakeshore
Ste-Anne-de-Bellevue
Québec H9X 3V9, Canada

Sustainability Projects Fund Committee

McGill University

Dear members of the Sustainability Projects Fund Committee

It is my pleasure to support the SPF application entitled "The Mac Regenerative Food System Network (MRSFN)", led by a team of students consisting of Élise Guerrero, Spencer Jacobs, Ella Martin, Audrey Wagner, Stéphanie Lacoste, and Melanie Labelle. The goal of this project is to establish a collaborative and resilient network of sustainable food systems around Macdonald Campus, fostering partnerships and enhancing local initiatives within the community. The project will strengthen the links between related initiatives at McGill such as the Macdonald Permaculture Showcase Garden (MPSG), Macdonald Student-Run Ecological Gardens (MSEG), the McGill Apiculture Association (MAA), the McGill Food Forest in Senneville (previous SPF project), Ugly But Loved, SymBioSyn, McGill Bee Campus, Indigenous Awareness Week at McGill, and other local initiatives such as the Ste. Anne's permaculture gardens, Fruit Tree Bike Path, John Abbott College (JAC), and the Kahnawà:ke Mohawk Community.

Many sustainable initiatives already exist, but that they are not reaching their full potential due to lack of communication, isolation, and duplication of efforts. Linking these initiatives together by creating meaningful long-lasting relationships will create more synchronicity and effective results in creating a culture of sustainability at McGill. These regenerative agriculture projects are key learning tools for students at Macdonald Campus, as they get the opportunity to interact with the concepts they learn in class about sustainable food production and ecology. Such projects differentiate McGill from other universities, and attract prospective students who are passionate about protecting the environment and solving the world's most pressing problems.

The MRSFN will be made possible through the funding of two paid positions. The Mac Food System Coordinator would be responsible for creating and strengthening partnerships between the different initiatives, while co-supervising the team of 6-8 interns who have applied to do research internships in these initiatives over the summer. These students, depending on their research topic, will be co-supervised by professors Jeff Cardille, Caroline Begg, Cynthia Kallenbach, as well as this Permaculture Project Supervisor. The Gardens Supervisor would be responsible for facilitating the co-management system of the MPSG and McGill Food Forest in Senneville through coordinating teams of volunteers to rotate between projects, co-organizing joint events and workdays, and laying the groundwork for this network to thrive.

I support this MRSFN project and the creation of these two paid summer positions, as I see the value it will add to Macdonald Campus and McGill as a whole, as well as the need for such a network.

A handwritten signature in black ink, appearing to read "Anja Geitmann".

Anja Geitmann
Professor and Dean

April 15, 2019

Dear Sustainability Projects Fund Committee,

This letter is written on behalf of MSEG, serving to formally voice my support for the SPF application entitled “The Mac Regenerative Food System Network (MRFSN),” led by a team of students consisting of Élise Guerrero, Spencer Jacobs, Ella Martin, Audrey Wagner, Stéphanie Lacoste, and Melanie Labelle. The goal of the project is to establish a network which integrates the different sustainable food-related initiatives and organizations around Mac Campus. This will effectively create a local regenerative food system that will offer habitat to native wildlife, including beneficial insects and pollinators, and foster symbiotic relationships between the various associations involved. The Macdonald Student-Run Ecological Gardens (MSEG), as well as the McGill Senneville Food Forest currently managed by MSEG, are among the many stakeholders and initiatives that this network will encompass. The MRFSN is a much needed initiative that will facilitate better communication and collaboration among groups at Mac working on sustainable and regenerative agriculture practices. United, we are a stronger and more powerful voice. Together, we hope to advocate for the transition towards alternative, more ecological systems of food production and land use.

Furthermore, this initiative will re-integrate and revive the McGill Food Forest in Senneville. This project has proven very challenging, as the perennial crops grown require a different level of maintenance and mobilization of permaculture principles than what MSEG typically implements in its vegetable production. By having the Food Forest integrated into the MRFSN, we can create more knowledge transfer, and therefore better management of the trees and other crops that grow there. It will gain more visibility, a bigger influx of volunteers, and the management of it will be shared with the McGill Permaculture Club and the larger MRFSN community, including MSEG. This network will ensure that the Food Forest and the Macdonald Permaculture Showcase Garden (MPSG) are able to continue on as successful projects, in addition to accomplishing its goals of establishing an umbrella entity for the sustainable food initiatives at Mac. We see this as an opportunity for creating partnerships and collaborations, avoiding duplicated efforts, fostering community, and presenting a clearer picture of Mac’s regenerative food system to existing and prospective students.

Both positions are essential to the successful creation of this network. The Mac Food System Coordinator will create the MRFSN, and focus on facilitating the integration and collaboration between our partners and stakeholders, including maintaining strong relationships with different related initiatives through meetings, workshops, and co-hosted events. The Facebook and Instagram page that this individual will create will be co-managed by all stakeholders, including MSEG, and will give MSEG wider reach for community outreach and marketing. In addition, this employee will be co-supervising the 6-8 interns doing applied student research, and most, if not all, of these students’ research will encompass MSEG in some way (e.g., comparing insect biodiversity across all projects, or mapping MSEG’s fields). MSEG will send at least one representative to the monthly stakeholder meetings.

The Gardens Supervisor is just as crucial, as this employee will be responsible for the expansion, re-integration, and marketing strategy of the McGill Senneville Food Forest and the Macdonald Permaculture Showcase Garden (MPSG). They will recruit, train, coordinate, and supervise the

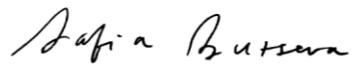
garden volunteers and their respective projects. Most importantly, they will also schedule, advertise, and coordinate the volunteer shifts and days, and spread the volunteers out evenly between the other different initiatives under the MRFSN umbrella, such as MSEG, MSPG, the Food Forest, and MAA.

MSEG fully supports this initiative and sees how the project will benefit all the respective projects in this network, ultimately contributing to a larger, more unified community of sustainable initiatives at Macdonald Campus.

Kind regards,

Sonya Butseva

On behalf of the MSEG 2019 team

A handwritten signature in black ink, appearing to read "Sonya Butseva".

Dear Sustainability Projects Fund Committee,

This letter serves to formally voice my support for the SPF application entitled “The Mac Regenerative Food System Network (MRFSN)”, led by a team of students consisting of Élise Guerrero, Spencer Jacobs, Ella Martin, Audrey Wagner, Stéphanie Lacoste, and Melanie Labelle. The goal of the project is to establish a network which integrates the different sustainable food-related initiatives and organizations around Mac Campus. This will effectively create a local regenerative food system that will offer habitat to native wildlife, including beneficial insects and pollinators, and foster symbiotic relationships between these various associations.

SymBioSyn, a McGill-based initiative initially funded by the MSSI, is one of the stakeholders and partners in this project. SymBioSyn is currently working in the Mohawk community of Kahnawà:ke, assisting the community in creating a more resilient food system there with the use of permaculture techniques. The MRFSN will open up space in the Macdonald Permaculture Showcase Garden (MPSG) for indigenous people from Kahnawà:ke to sow their traditional seeds on their traditional land as a symbol of reconciliation on unceded land and favorize intercultural dialogue. We will take part in a planting and harvest ceremony at the beginning and end of the summer, and the traditional varieties will be taken care of during the season by the Gardens Supervisor, as well as volunteers.

Furthermore, SymBioSyn is an organization that promotes systems thinking, ecovillages, indigenous traditional knowledge and permaculture in order to regenerate landscapes and communities. As a member of the MRFSN, we will be able to provide insight and advice on ways forwards for the regenerative agriculture movement at Mac. By being part of this network, SymBioSyn will be able to have a greater reach and impact and attract the attention of more students. The summer interns may also choose to expand some of their projects to include SymBioSyn and well as other partners in the Indigenous Crossroads project at John Abbott College and those planning the 9th Indigenous Awareness Week at McGill.

We at SymBioSyn fully support the creation of the Mac Regenerative Food System Network, as well as the Mac Food Systems Coordinator and Gardens Supervisors positions, and agree to send at least one representative to the MRFSN monthly meetings.

Yves Abanda

Founder of SymBioSyn



April 19th, 2019

To whom it may concern:

I am writing in support of the McGill Permaculture Club's application for a Sustainability Projects Fund (SPF) grant for summer 2019.

I firmly believe that this financial support will promote the development of cooperative projects between MSEG, the McGill Apicultural Association, and Macdonald Farm, through the involvement of the Mac Food System Coordinator intern, as subsidized by the SPF grant. The development of a collaborative platform between these organizations will be pertinent to future projects at Macdonald campus, including the farm Community Engagement Center. Additionally, I am persuaded that the involvement of the Mac Garden Supervisor will result in the development of GIS mapping projects and of an outdoor classroom space, thus providing pertinent educational material to the MAA for sensitization to native pollinator habitat. Both full-time positions are instrumental to attaining the objectives subsidized by the SPF, and to providing outreach opportunities to the MAA.

The aims of the MAA, namely, to provide educational opportunities regarding native pollinators, and to support a teaching apiary at Macdonald campus, would be furthered by this SPF grant.

The marketing and outreach access of the McGill Permaculture Club, which would be furthered by the staff positions proposed in this SPF grant, are expected to contribute to the recruitment of future MAA members and to the advertisement of 2019 MAA open house events, such as hive visits and pollinators walks. Incidentally, at the suggestion of the McGill Permaculture Club, the MAA has relocated its training apiary to MSEG at Macdonald Farm, and began negotiations for an agreement with both MSEG and farm management bestowing long-term tenure security for the training apiary at this location.

I recommend the admission of the McGill Permaculture Club to the 2019 SPF grant, with the goal of securing collaboration between the student clubs involved in land management at Macdonald farm through the proposed staff positions; and in recognition of the considerable achievements that would stem from the establishment of the Mac Food System Network.

Sincerely yours,
Victor Dagenais-Martin

Head beekeeper of the McGill Apicultural Association, 2019

Appendix:

Official club description:

The McGill Apicultural Association is McGill's student-run beekeeping club! Our mission is to maintain an active education apiary at Macdonald Campus, promote responsible beekeeping practices, share our pollinator knowledge with the public, and support bee research. We organize workshops throughout the year, hold summer open houses the apiary, engage in community outreach, and provide students with an opportunity to learn and work hands-on with honey bees. If you are curious about beekeeping, and want to manage your own hives, are passionate about native pollinators, or just want to learn more about bees and honey, send us an email: maa.beeclub@gmail.com

Club email address: maa.beeclub@gmail.com

Name	Email address	Tel
Hive manager: Victor Dagenais-Martin	victor.dagenais-martin@mail.mcgill.ca	1-438-323-1660
Hive manager: Rhian Lewis	rhian.lewis@mail.mcgill.ca	514 655 6627
Outreach: Gail MacInnis	gail.macinnis@mail.mcgill.ca	

SPF 2019

Mac Regenerative Food Systems Network

UMass Success Example

The Local Healthy UMass Food System Initiative

“The Local Healthy UMass Food System Initiative is a cutting-edge approach to supporting a healthy & resilient New England food system. As a result, UMass Dining has invested over \$4.5 million in local and sustainable foods in the past fiscal year with more than half sourced from New England farms, cooperatives, and vendors.

Our grant-funded pilot project converted one of UMass Amherst's on-campus dining halls (Hampshire Dining Commons) into a premier campus eatery dedicated to sustainability, health, and great-tasting foods and provides a defensible and cost-effective example to implement campus-wide. We aim to work with large-volume food service providers across New England to implement similar initiatives.”

Source: <https://www.localumass.com/>

The UMass Permaculture Initiative

“The UMass Permaculture Initiative is changing the way students interact with their food and surroundings with the creation of on-campus permaculture gardens. As part of the Healthy and Sustainable Food System Initiative, UMass Permaculture serves as a hands-on, experiential teaching tool for students to learn about local, healthy food systems.

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Source: <https://www.localumass.com/permaculture.html>

They hire a “Permaculture Crew” of 6 people every summer, and have over 7 paid employees working on the project.

What is Permaculture

“Permaculture is a design system for creating ecological and edible landscapes, low-impact buildings, and sustainable communities and economies. It is based on thoughtful observation of the patterns and relationships found in nature, and provides a set of ethics and principles to help us transition our communities, campuses, and culture beyond sustainability and toward regeneration and resilience.”

Source: <https://www.localumass.com/permaculture.html>

UMass Permaculture Ted Talk: <https://www.youtube.com/watch?v=eL0KeofMGhs&t=723s>

UMass Permaculture Documentary:

<https://www.youtube.com/watch?v=O0XLCNAAXGo&t=308s>