

PROJECT TITLE: ROOTS COALITION

Please answer the following questions and return the completed form to the [SPF Staff](#) via e-mail.

Final Report prepared by Sabrina Gagnon
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Actual Project Start Date 2018-05-16 Actual Project End Date 2018-11-30

Questions

1. Please summarize the project and its key accomplishments to date in 1-2 sentences.
(400 characters maximum)

Over the past several months, our project succeeded in improving connectivity between the gardens, as well as communication between gardens, grounds, and administrative staff. Additionally, we helped create resources, and establish rules and regulations for on campus gardens.

2. Your team listed the following goal in your project application:

Our goal is to create a centralized structure that facilitates resource and knowledge sharing amongst campus agriculture groups and promotes the awareness and involvement in campus agriculture amongst students

Did your team achieve your project's goal? In your answer, please describe the impact your project had on McGill's structures, processes, and/or systems. Also, please specify how this positively transformed people's behaviors/perspectives/habits on McGill campus(es).

(Unlimited characters, suggested minimum ½ page or approximately 250 words)

Yes, our team achieved our goal of catalyzing connectivity between garden groups, as well as institutionalizing them and creating resources both for students involved in and curious about the gardens. In terms of awareness, we did not do as much outreach as originally intended; however, we did hold an end-of-season educational event and a tour of the gardens. We have also added resources to the MOOS website that will make it easier for interested students to learn more about urban agriculture on campus. We were directly involved with the MOOS office, and the urban agriculture working group, which led to the creation of rules and regulations for new gardens, as well as aiding in the resolution of space and design conflicts. Part of our goal in creating these rules is to help institutionalize the gardens as an integrated part of campus space. Moreover, through these regulations and networks, we hope to have facilitated improved continuity of these garden spaces. Providing support for these projects is important because their presence on campus not only greens unused spaces, but creates visible markers of sustainability, and innovation, as well as giving students an opportunity to connect with the soil and grow food. Resources we created include a map of campus gardens, adding pages about urban agriculture to the MOOS website, creating a handbook, and creating a map of zones on campus which can/can't be used for urban agriculture. We also began projects to create signs for the gardens, and potentially get a shed for the Burnside terrace, however, these projects are still in the process of being carried out.

3. Please describe the key successes and challenges of your project. (Minimum of two examples for each)
(Unlimited characters, suggested minimum ½ page or approximately 250 words)

Our project began in May, at the start of the gardening season, when we successfully held a meeting between the gardening groups. This allowed us to brainstorm a plan for the season, and to establish compost/soil distribution with grounds, as well as to divide the space on the Burnside terrace. The soil and compost delivery/pick-up went well throughout the season, and will be continued in future years. There ended up being space conflicts in the Burnside area during planting, but they were eventually resolved.

There were also some issues with the design of the chemistry gardens. Dealing with this helped determine the need for more clarity when future projects are approved. Additionally, we collaborated with the Urban Agriculture Working Group to establish regulations for both current and new gardens.

At the end of the season, we held an event where we served food from the gardens, and had a beading workshop. Organization and planning of the event went well, but the attendance could have been higher. If a similar event is planned in future years, it would be better to host it earlier in the semester, when the weather is warmer, and to publicize the event through more channels.

Throughout the season, we also successfully created a variety of resources, including a web page, handbook, and map of the gardens (currently being finished by IT).

One of the major challenges was navigating McGill's bureaucratic and regulatory structures. We began a signage project, and there is the possibility of a shed being added to the Burnside terrace, however, administrative delays prevented those from being finished before our SPF project ended.

Another major challenge is ensuring the continuity of the project. We are currently in dialogue with MOOS to determine what the best plan of action is for the future.

Additionally, because the majority of our project took place during the summer, it was challenging to do as much outreach as we had originally intended, because less students were present on campus.

4. What key points of advice or *lessons learned* would you give to other SPF teams either regarding your experience managing your project or the project itself?

(Unlimited characters, suggested minimum ½ page or approximately 250 words)

I think one of the major lessons I learned was how to work with and connect with staff as a student. McGill's administrative structures can be daunting to navigate, but I generally found that people were willing to help, especially when I met with them face-to-face. Additionally, it is important to be flexible with your timeline, especially when you are collaborating with other offices (for example, we had to delay our signage project while waiting to hear back from the design office). Throughout the duration of your project, it is also important to keep your continuity plan in mind, and to consider the long-term impacts of your work; when it comes to this, it can be helpful to involve a variety of stakeholders, and to engage staff in your project, as they are more likely to be involved long-term than students are. Collaborating with other groups can also be very helpful, as they may have equipment, knowledge, and networks which can facilitate the planning and execution of events and other projects.

5. What recommendations do you have for the future of this project to be continued and are there any opportunities for complementary projects? Who will take responsibility for the project's future and how can interested persons be in touch? The SPF team will also be in touch with this contact for updates on the project's progress in coming years, if ongoing.

(Unlimited characters, suggested minimum 1 paragraph)

We are currently in dialogue with MOOS to determine the best course of action for the future of the project. There is a possibility of it being integrated into a MOOS internship in the future, but this has not yet been decided. The Urban Agriculture Working Group, and MOOS office will continue to be involved with urban agriculture on campus, and to serve as regulatory bodies and a point of contact.

6. Would you or your project team member(s) be willing to serve as a mentor to SPF project teams? Please choose one. If yes, SPF Staff will contact you with more information.

(800 characters maximum)

Yes No

Yes, I might be interested, however, I would like to have more details about what is expected in this role before making a definite commitment.

7. In your application, you listed the following sources of funding:

NA

Please confirm if you received this funding in the space below. In your response, please list the actual amount (in dollars) that you received. Note: If you received funding from a McGill Department or Unit, please attach a letter from its Financial/Budget Officer confirming the actual amount of support.

(1,800 characters maximum)

NA

8. Did you purchase equipment or make an installation on campus? Yes No
If yes, please briefly describe how these items will be maintained and used in the future.
(1,800 characters maximum)

9. The following Key Success Indicators were indicated in your project application and selected for tracking. Please indicate the actual results that you have achieved in the "Actual" column.

Selected Key Success Indicators	Target	Actual
# handbooks created with resources for on-campus garden groups	1	1
# websites created/updated to connect campus garden groups and host resources	1	1
# students reached through outreach activities to increase visibility of garden groups	100	50

If there is a significant difference in the target numbers and the actual numbers achieved, please explain. If you have any additional information to share about these success indicators, please also include it below.

(1,800 characters maximum)

We ended up doing less direct outreach than originally expected. Though we did reach some students through our end-of-season event, and our garden tour, we focused more on creating resources that will be available for interested students in the future. Also, in terms of the website, we decided to add pages to the MOOS website instead of creating a separate website.

10. Please report on your progress with the standard SPF Key Success Indicators in the "Actual" column.

Standard SPF Key Success Indicators	Actual
# of volunteers directly or indirectly engaged in the project	10
# of people (student, staff, or other) trained in the context of the project	1
\$ raised for project activities subsequent to SPF funding	0
# of tons of GHG emissions reduced by your project	
# of partnerships or collaborations developed between the project team and other McGill administrative units, student groups, community groups, other universities, and/or other groups/organizations.	6

Regarding the last Key Success Indicator, please list the groups and/or organizations that you counted.
(Unlimited characters; point form acceptable.)

Grounds, garden groups, Farmers' Market, Permaculture club, MOOS office, UA working group

If you have any additional information to share about the Standard SPF Key Success Indicators, please include it below.
(1,800 characters maximum)

11. Please indicate the McGill stakeholder groups that were involved with your project as a team member or collaborator/partner. Choose all that apply.

Undergraduate Postgraduate Administrative Staff Academic Staff Alumni

12. Please rate your project team's overall satisfaction with the support provided by the SPF Staff. Choose only one response.

Very Dissatisfied Dissatisfied Neither Satisfied Nor Dissatisfied Satisfied Very Satisfied

13. Please provide any feedback or recommendations regarding your team's experience with the SPF
(Unlimited characters, suggested minimum 1 paragraph)

Overall, our experience with the SPF was very positive. The working group asked us to make some changes to our original project, but these ended up working out successfully, and having the added support of the MOOS staff (as opposed to managing our project independently) was helpful and improved the success of our project.

14. If there is additional information you would like to share about your project, please use the field below.
(Unlimited characters)

15. Has involvement in this SPF project positively impacted your team in the area of professional growth? Please choose one. If you would like to elaborate, please use the field below.

(800 characters maximum)

Yes No Prefer Not to Share

Yes, interning as part of this project was my first experience working in an office. I learned a lot about managing projects, hosting an event, navigating administrative regulations, working with staff.

16. Has involvement in this SPF project positively impacted your team in the area of personal growth? Please choose one. If you would like to elaborate, please use the field below.

(800 characters maximum)

Yes No Prefer Not to Share

17. Which of the following skills or attributes has your team improved through involvement in your SPF project?
Choose all that apply.

- | | | |
|----------------------------------------------------|--------------------------------------------------------|-----------------------------------------------------|
| <input type="checkbox"/> Budgeting | <input type="checkbox"/> Networking | <input type="checkbox"/> Systems Thinking |
| <input checked="" type="checkbox"/> Communications | <input checked="" type="checkbox"/> Planning | <input checked="" type="checkbox"/> Teamwork |
| <input type="checkbox"/> Conflict Resolution | <input checked="" type="checkbox"/> Problem Solving | <input checked="" type="checkbox"/> Technology |
| <input checked="" type="checkbox"/> Leadership | <input checked="" type="checkbox"/> Project Management | <input checked="" type="checkbox"/> Time Management |
| <input type="checkbox"/> Listening | <input type="checkbox"/> Public Speaking | <input type="checkbox"/> Writing |
| <input type="checkbox"/> Mentoring | <input type="checkbox"/> Stakeholder Engagement | <input type="checkbox"/> Other (Please specify in |
| <input type="checkbox"/> Negotiating | <input type="checkbox"/> Stakeholder Identification | the field below) |

Other:

18. Since starting your SPF project, has your team improved its knowledge of sustainability? Please choose one. If you would like to elaborate, please use the field below.
(800 characters maximum)

- Yes No Prefer Not to Share

Yes, especially in terms of translating sustainability into concrete actions, and how sustainable projects interact with and are affected by institutional structures and regulations. I also became more aware of the multiplicity of stakeholders involved by sustainability projects and changes. This project helped me to place sustainability into a wider context, and to understand that initiatives must coexist with existing structures.

19. (Optional) If applicable, please list the total number of team members voluntarily self-identifying as members of marginalized communities:

Please identify the represented communities below. (e.g. women, Indigenous people, people of colour, LGBTTTQI, student parents, members of ethnic minorities, immigrants, people with disabilities)
(1,800 characters maximum)

Women, LGBTTTQI

THANK YOU FOR COMPLETING YOUR FINAL REPORT!

Please e-mail your report to the [SPF Staff](#) attaching any additional information that you would like to share about your project (e.g. other reports, research, documents, photos, etc.). Please note that this Final Report will be shared publicly on your SPF project's webpage.