



EVENT PLAN - DETAILS

PROJECT NAME

Seed Swap and Sale – Rain Barrel Fundraiser

SUBMISSION	DATE OF EVENT	NAME OF COMMITTEE
	May 10, 2025	Community Horticulture Club

APPLICATIONS TO THE COUNCIL

Please indicate the support you would like to obtain from the municipality.

Municipal Hall

Date:

Hour:

Notes:

Communication Service

Specify the period of publication and please attach the message to be published with this request

Municipal Labour/Equipment

Date:

Hour:

Notes:

Please justify that your project application fulfills your mandate, what goals and objectives of the mandate does your proposal fulfill?

This event will help foster the idea of making gardening accessible to all as well as support sustainable practices. It will expand on the Libraries current seed swap program. Rain Barrels are an excellent way to save on municipal water by allowing residents to collect and use rainwater to water gardens and planters. The Swap and Sell allows local gardeners to share or sell seedlings they have grown or swap them for other plants they may want in their garden. We will also invite local landscape businesses etc to attend, either selling their landscape product and/or solicit business. We hope to also have a seminar/workshop or two on gardening during the event which people can attend. For example, a local butterfly ranger would like to do a workshop on the importance of pollinators and native plant initiatives. We would also love to do a junior gardeners project where we have kids come in and show them how to start and care for seedlings and then take them home to plant in their own gardens. We will also be partnering with the South Nation Conservation Free tree giveaway and pickup for the reserved trees will be done at this event. We will also have the remaining food cyclers on site for anyone who wished to purchase. This event supports the Municipalities Strategic Plan Sustainability Value.

CONTACT DETAILS OF RESPONSIBLE PERSONS

NAME	EMAIL	NO. TEL	ORGANIZATION
Erin Foran	Erin.foran77@gmail.com	613-240-5097	Casselman Community Horticulture Club/Casselman Engagement Committee

The administration and council of the Municipality of Casselman reserve the right to refuse in whole or in part the elements of the event plan. Details will be communicated to you if changes are required. The formal approval of your application will be communicated to you formally.



EVENT PLAN - RESOURCES

PROJECT NAME

Seed Swap and Sale – Rain Barrel Fundraiser

LOCATION

Please provide us with a map showing the location of your event and provide the details below. Also indicate if your activity requires a temporary closure of the streets (Example: Google Map: [À la carte](#)).

The parking lot of the Arena (East side, by hall entrance) – and the hall for workshops/seminars

LOGISTICS

Please provide logistical details (duration of the event, anticipated number of participants, time and date, etc.).

We would need to store the rain barrels and sapplings in the hall , delivery is typically Friday May 9. On the day of the event, we would be onsite to set up at 8am, with the sale and events starting at 10, ending at 3, followed by cleanup.

MEDIA - COMMUNICATIONS - ADVERTISING

Please provide details about how your event will be communicated and how it will be published. If you would like

We will post on Facebook, advertise with flyers and the media kit provided by the rain barrel fundraiser. We ask the municipality to share the event on their social media and website (calendar of events). We will reach out to the local paper and radio to see if they will advertise for free as well.

PLAN D'ÉVÈNEMENT - BUDGET

Please indicate your sources of income:

The Rainbarrel fundraiser will donate a portion of all sales to the Casselman Engagement Committee.

Please indicate your anticipated expenses:

We hope to have zero expenses for this event.

Please indicate the amount of the fund requested:

NOTES