

Community-Based Gleaning: A How to Guide Prepared by Salvation Farms

Salvation Farms was created to address the issue of food loss at its source as well as to educate individuals about local agriculture and fresh foods. **Our Mission** is to build increased resilience in Vermont's food system through agricultural surplus management.

We encourage all citizens, as stewards of this fine land, to be mindful of consumption and waste. It is our responsibility to take care of our community, land and resources.

2013 Edition

About Salvation Farms

Now in its tenth year Salvation Farms has been developing and putting into practice professional methods for capturing Vermont's farm surplus. We have built strong relationships with more than 100 Vermont farms and have assisted with the capture of more than one million pounds of surplus produce statewide.

Salvation Farms started as a pilot project on Pete's Greens farm before becoming a more formal project under the umbrella of once fiscal agent the Northeast Organic Farming Association of Vermont (NOFA-VT). After several years of building a successful and replicable model of community-based gleaning that served the greater Lamoille Valley region, Salvation Farms joined the Vermont Foodbank to integrate a gleaning program into their operations and increase the organization's ability to source, handle, and distribute Vermont's time sensitive agricultural surplus.

In 2011 Salvation Farms' founding director negotiated re-ownership of the Salvation Farms brand and began creating a new organization rooted in its original philosophies of reducing food waste on farms and building greater food independence for Vermont. Salvation Farms received its IRS tax-exempt status in early May 2012.

Rooted in the philosophy that farms are, were, and will always be our salvation, Salvation Farms believes that small, diversified farms are the cornerstones and centerpieces of healthy, wholesome and stable communities and cultures.

Salvation Farms estimate that each year, at least 2 million pounds of fruits and vegetables go to waste on Vermont farms and at best, we are collectively capturing about 12% of the available annual surplus. Furthermore, Vermont has a great need to feed many of our state's most vulnerable populations; the young, sick, elderly, and hungry.

Salvation Farms is dedicated to ensuring that all Vermont citizens have the opportunity to eat locally raised foods. In addition to supporting statewide gleaning, Salvation Farms is steadily working to turn large volumes of surplus produce into lightly processed products for increased ease of use and use out of season.

Providing access to local food options will improve the health of our population, reduce food inequality while build familiarity with local foods. Engaging citizens in the management of available food resources will strengthen communities, foster the long-term stewardship of available food resources, lessen Vermont's dependence of food from far away, and build a great appreciation for Vermont's agricultural heritage and future.

www.salvationfarms.org



What is Gleaning?

Gleaning is an ancient, agrarian custom in the world's history dating back thousands of years. Since the 1970's some states, religious societies, non-profit organizations and community organizations have revived the tradition.

"When you reap the harvest of your land, you shall not reap your field to its very border, neither shall you gather the gleanings after your harvest. And you shall not strip your vineyard bare, neither shall you gather the fallen grapes of your vineyard; you shall leave them for the poor and the sojourner" (Leviticus 19:9-10)

"...so it was an early farm custom to leave a small open corner of the field nearest the road, for the poor... Gleaning was an ancient custom of the poor, who picked up the scraps of harvest, and the gleaners were therefore the needy."

-The Seasons of America's Past, by Eric Sloane

Eric Sloane also points out that the astrological sign of Virgo, falling within the traditional harvest time (roughly August 23rd-September 22nd), was often represented as a gleaner and not as a reaper. Very interesting.



Also look for the documentary The Gleaners and I.

Important Components

When coordinating and directing a gleaning initiative there are a number of variables to consider, steps to follow, contacts to make, people to involve and supplies to gather. This guide should act as a stepping stone for you on your way to increase community food security for yourself and your neighbors.

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Find a farmer or multiple farmers who would welcome a well-managed volunteer crew onto their farms for the purpose of gleaning.



For each farm determine a date or a sequence of dates, as well as crop type(s), rough amount(s), and area(s) of the farm to be gleaned.

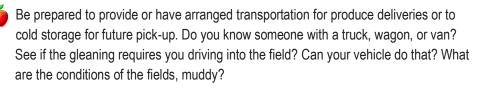


Find a Field Coordinator with vegetable farming experience, an association with the farm(s) would be beneficial. This individual will help the farmer feel comfortable with the arrangement and will demand little of their busy time.



Start collecting containers. Contact your local grocery and health food stores. Ask them to save wax boxes and flats for the purpose of supporting community gleaning. Be sure to pick them up as scheduled. You will also need field containers. These will likely consist of 5 gallon buckets, totes and grain sacks.

Establish site(s) to receive produce. Where is your local food pantry, soup kitchen, senior care center or early learning center? Make contact, maybe volunteer at the site; find out if a fresh food donation is welcome and appropriate. Contact your regional social services office to get a preliminary list of sites. What connection can be made with the food bank in your area/state. Where and when can produce be picked up by the food bank in your area or do you deliver product to them?





Find potential storage options; it is likely that you will need to store produce before distribution. Farms often have refrigerated units on site; ask your farmer(s) for suggestions.



Make sure that you are educating your volunteers about the farm that they are gleaning from and about food loss, local agriculture and food equality. Volunteers need to know what is expected of them. Make them aware of farm rules and task techniques. Remind them that they are helping of their own free will, can leave whenever they would like and can choose not to engage in any task they find uncomfortable.



Begin fundraising by soliciting your gleaning groups' friends and family. Ask local businesses for financial support or product donations.

Keep good records. Track all produce amounts and crop types harvested from each farm and its destination. Keep track of time and money investments, as well as volunteer hours and mileage for personal vehicles used in the field or for donation deliveries.

Recruit volunteers. Run press releases in your area newspapers, hang flyers, coordinate promotional events and table at community events. Speak with educational institutions and their service learning offices. Be creative.



Getting Started

To take on this ambitious community project, you will need lots of discipline, ingenuity, and assistance from your community. With the appropriate amount of work and educating your community about the goals of your project, people will rise to the challenge and find salvation in the practice and knowledge of gleaning. It is important to begin with a solid base of at least two or more committed people to execute the initial legwork of making contacts and follow-ups. As you proceed into your season, responsibilities will be lightened by interested community volunteers. Use volunteers to the best of your ability and learn to delegate early. Always show appreciation. Volunteers are giving their time; show them patience and respect. They are helping build the community food security you all desire and deserve.



The Year of a Gleaner

This brief timeline should offer the necessary assistance needed to create an action plan for the gleaning season and administrative year.

While Fields lie Dormant, White and Crisp (Winter)

- _____ Contact farms to find out if a relationship can develop
- _____ Research and contact your potential recipient sites
- _____ Find your areas most likely gleaning coordinator candidate(s)
- _____ Solicit friends, family, and local businesses for financial support
- _____ Plan a promotional event
- _____ Recruit volunteers through press releases, school newsletters, flyers, etc.
- Find your container source and begin collecting them. You will need more than you think!
- _____ Line up transportation options for produce distribution

As White Gives Way to Green (Spring)

- If working with a farm that you will glean regularly throughout the season make contact now to be sure that you are clear on projected crop availability, location, amount and timing
- Provide any interested volunteers with directions, meeting time, rules and general information regarding gleaning and suggested preparedness
- _____ Finalize storage, transportation and distribution plans
- Provide delivery directions with site hours and contact information to volunteers delivering produce locally
- Know what crops you will be handling. If applicable, have the appropriate educational materials for the specific crops being delivered

While the Sun is High in the Sky (Summer)

- _____ Contact or visit the farm(s) as needed to know what is available for gleaning
- _____ Make sure you continue to have the supplies you need: buckets, bags, boxes, etc.
- _____ Salvage and Donate Be Consistent!
- _____ Check on morale; are arrangements still working for everyone involved

As the Daylight Fades (Fall)

- Send a lot of thanks all around, let everyone know how successful the season was and ask all project participants to fill out an evaluation; this feedback will help you improve your service
- _____ Write a press release; continue educating the community about gleaning efforts
- _____ Compile all numbers of harvested and donated crops
- _____ Notify farms of the total amount they gave that year
- _____ Notify produce recipient sites of the total amount they received that year
- _____ Create a development plan for next season
- _____ Start working on refinements to implement next year



In the Field, Oh Glorious Days!

- Pick at the appropriate time of day for specific crop type.
 - Volunteers must know where to park and when to meet.
- Volunteers should sign-in and out: Name, time in & out, contact information, and comment if you want to collect these. For first-timers, this should include an agreement, emergency contact, photo release and a waiver of liability.
 - Explain that rules are based on respect; if you are behaving respectfully, you are probably following the rules.
- Prior to or upon entering the field, conduct a farm introduction for all volunteers. Educate them about the farm, why the produce is available and the goals for the day.
 - Have everyone introduce themselves. Make sure experienced volunteers and gleaning coordinators are made known to the group.
- Introduce the farmer if he/she visits the gleaning group.
 - Make sure it is clear to volunteers where you are gleaning in the field and what crops you are gleaning. Offer techniques for harvesting, handling and packing different crop types. Discourage wandering away from the group.
- Encourage conversation, water breaks, hard work, cooperation and good morale. Always be ready and happy to answer questions. Educational opportunities abound!
 - At completion, tell volunteers how much they've harvested and who will be receiving the gleanings. Be sure to record the results: amounts and types of crops. Make sure the area is clean of any trash and all supplies.
- All produce available should be collected, boxed, weighed and labeled with crop name, its source, harvest date and weight. Try to bring a vehicle as close as you can to the gleaning area. It will offer some shade for full produce boxes waiting to leave the field, not to mention convenience. Always be ready move out of the way of farm activity if need be.



Have your transportation arranged to take produce to storage or recipient sites as soon as possible.



Working With Farmers

No matter what scale a farm is a farmer is always busy. It is always best to call and email (if they email) prior to just stopping by as it is common courtesy. But often, the best way to actually speak to a farmer is to just stop by the farm.

Winter or the off season is a good time to connect with a farmer. At this point, you can often find a farmer in the house (if their farm is their home property), in the office or greenhouse if it is seed starting time.

Always state the fact that you are aware of how busy they are. Be clear, you just want to meet them, introduce yourself and tell them a little about the work you do. At this point let them provide the signals for how long the conversation should last, essentially how long their work must stop.

Present a clear proposition. Be sure to leave your contact information. And, if nothing else make sure you make a good impression. Show them you know something about farming or at least that you are 100% determined to do what you proposed.

Once you've made contact maintain the same level of appreciation for and attentiveness to their

time as you did on your first visit. Farmers tend to be straight shooters – so start honing your skills. You'll want to be direct in your needs and clearly provide the information they need to consider what you are proposing.

Always follow through on your word, be sure to display your ethic for hard work, have dedication to your work and always be consistent and outwardly thankful. All of this will leave most farmers impressed and receptive.

Where to Glean

Farm field gleaning is the most traditional form of gleaning and is the best way to offer volunteer and educational opportunities to your community. This form of gleaning has a lot of benefit for the farm, including consumer education and the opportunity to have non-traditional field labor for maintaining the productivity of some heavy producing crops like summer squash or helping to transition fields or greenhouses.

Collecting at the end of **farmers markets** is a great opportunity to meet and mingle with farmers while also collecting what did not sell during market hours. Arrangements to take culls from farm **wash/pack houses** is another great source of capturing food that is still edible. Both of these "gleaning" methods are opportunities for connecting a local food access site directly with these easy sources of fresh food surplus.





Volunteer Preparedness

Volunteers enter civic projects with great enthusiasm and are extremely valuable tools. Inquire about individual skills and interests, this will assist you in appropriate delegation of duties. Everyone has something that they can offer and Salvation Farms has learned that amazing things can happen among strangers. A friend once said, "I have many friends there, I just have not met them yet!" This is how we feel about each gleaning harvest with new volunteers. Volunteers believe in what they are doing and will overcome personal obstacles (waking up early, working in the rain) to make sure the good work gets done!

To properly prepare them here are a few suggestions:

- Provide directions and instructions for meeting at a participating farm
- Recommend layers of clothing; bring it all, cold in the morning, scratchy in the squash and cucumbers, hot when the sun is out, dew in the morning, frost...
- Suggest water, snacks and a watch if they need to leave at a particular time
- Advise using the restroom before coming as they are often not available around most farm fields
- Encourage volunteers to give of themselves as long as the obligation is of no burden and always fulfilling
- Remind them to respect the farm, farmer and the earth; we are guests here
- Always clearly define your expectations



Do We Have Everything?

To make your gleaning experiences as smooth as possible, it is important to be fully prepared. A check list is necessary to make sure that you remember all the supplies needed for a glean. Most supplies can be obtained through a farmer connection or by asking your local hardware store about a product donation.

- _____ Boxes; waxed & non-waxed, tomato & berry flats
- _____ Buckets; 5 gallon, no lid necessary
- _____ Grain Sacks
- _____ Bags; thin clear plastic
- _____ Duct tape and/or clear packing tape
- _____ Harvest tools; knives, shovels, spading forks
- _____ Field scale
- _____ First-aid kit
- Pens
- _____ Sharpies
- _____ Clipboard
- _____ Scrap paper
- _____ Volunteer sign-in binder
- _____ Paperwork for first time volunteers
- _____ Calculator
- _____ Rain Gear; optional to provide
- _____ Gloves; optional to provide
- _____ Sunscreen & bug repellant; optional to provide
- _____ Snacks & water; optional to provide
- _____ Camera; optional but it is nice to be able to document your amazing gleaners!



Record Keeping

In the field

Track all product collected at each glean. Maintain farm of origin with harvest date, crop type and pounds. This will aid in generating donation reports for farmers and coordinating distribution that best serves your recipient sites. Volunteer hours should be tracked too. This information can be recorded on a pre-made form or on scrap paper.

In the office

The information you obtain while in the field will be entered into databases for clean, easy and organized collection. These databases will be essential for generating farm donation reports and preparing impact reports for your financial supporters. Distribution should also be tracked electronically for the ease of generating reports. This data is also valuable for analyzing your impact and success year to year.



Maintaining the Harvest's Quality

In field handling and packing training is essential to ensuring and maintaining product quality as is the occasional "spot check" of volunteers work. Be sure volunteers are aware that they are likely to be the only person to see the product they harvest and pack before the end user chooses to take it home or prepare it in a meal.

Harvesting at the right time of day for the specific crop, moving it to the shade quickly, providing a cooling down phase, packing it appropriately and knowing that most crops will respire once harvested are all essential to making the precious harvest last.

For information about storage and turnover time for specific crops reference the chart in the Vermont Fresh Handbook, find it on our web-site. www.salvationfarms.org

Storage

Unless you are taking product from the field immediately to a food access site that has cold storage you'll need a space to store your gleanings. How much storage space will depend on how often your program is gleaning and with how many farms. Identifying your storage needs as year round, sea-



sonal, or temporary are important if you are seeking to use someone else's facility.

A farmer may be very willing to give your initiative a permanent pallet space in their cooler. Doing this helps build a great donor relationship with this farm but being mindful of boundaries will be extremely important especially if you have volunteers accessing this space. Storing gleaned crops is a valuable practice if you can coordinate your deliveries to occur regularly on a weekly basis from a central storage location.

Distribution

Some programs distribute direct from the field, this can often add extra time onto the day trying to find sites to take the harvest. Other initiatives distribute on a regular schedule. This allows for a group to stock pile gleanings over the course of multiple days. Through harvest records, distribution can be orchestrated similar to offering a weekly "shares" to recipient sites on a regular day that they can expect the product to arrive.

Build an understanding of who and how many a site serves will provide insight into what crops and what volumes the site is able to utilize. Delivering offers an excellent opportunity, whether by staff or volunteers to obtain important feedback, provide information about the crops including suggested uses and ease concerns that may arise from receiving unfamiliar crops.





How do I Pick That?

Beans: Do not pick beans when they are wet or too large/tough textured to eat fresh. It is best to bag first then box.

Beets: Pull up by greens; soil may need to be loosened, cut off greens if in poor condition, otherwise leave on or collect greens separately for cooking. Bag beets prior to boxing.

Cabbage: Cut the head low so that you don't cut into the head. Peel away any poor looking leaves or cut out bad spots. Bag in grain sacks or pack in medium size waxed boxes – avoid making them too heavy.

Corn: Long sleeves and pants advised! If the silk on the ear of corn has blackened and dried, the corn should be ready. Twist the ear down and away from the stalk, peel back some leaves and see how mature the kernels look. Harvest into grain sacks.

Cucumbers: Long sleeves and pants advised! Lift vines to see hanging cucumbers or feel the weight to locate them. They are easily picked from the vine without a knife. Pack into small waxed boxes.

Greens: Early mornings or cooler, shady days are the best for picking greens. If you are picking in the morning expect dew (this is a good thing) and wet feet. Knives will be needed to harvest most greens. Cut baby greens above the soil surface, re-growth can be harvested later. Older cooking greens can be picked by the leaf. Keep cool to maintain quality. It is best to bag first then box. Don't squish greens too much, especially baby greens.

Melons: If a melon is ripe, it will fall right off the vine. The trick is to pick up the melon and give the fruit a quick twist, testing the bond of the stem to fruit. If the melon is ready, it will come away from the vine with little effort. Pack into waxed boxes.

Onions: Pull by the tops. If the tops have dried down, clean any old papery tops off of the root; these onions are storable. If tops are still green, cut one inch above the bulb and distribute soon. Use waxed boxes for fresh onions, grain sacks for dry.

Peppers: When ripe, peppers should pick easily from the plant. Gently push, pull, or move the fruit any which way to see if it's ready to leave the plant. Pack in waxed boxes.

Potatoes: As long as the soil is not too cold, this is a great treasure hunt! Try to establish the edge of the bed and then loosen the soil working your way toward the center. This can be done with a spading fork or a shovel. Be cautious not to damage too many potatoes. Best to harvest into grain sacks.

Radishes/Carrots/Turnips: Pull roots from the ground by the greens, soil may need to be loosened. Cut or rip the greens off about ½ inch above the root. Best to bag roots first then box; large volumes can be put into grain sacks.

Summer Squash & Zucchini: Long sleeves and pants advised! Use a knife to remove the fruit from the plant. These crops grow to maturity fast, almost overnight. Harvest when fruit are five inches in size or bigger. Be gentle, skins are very sensitive. Pack into small waxed boxes to avoid squishing bottom layers.

Tomatoes: It is obvious when most tomatoes are ready for picking, they are almost beckoning! Some tomatoes will not appear fully ripe but are ready for picking. A good way to tell if tomatoes are ready is similar to melons and peppers; the plants should seem willing to release the fruit. Hold the tomato from the bottom and twist up gently and quickly. If it is ready to leave the plant it will. Pack <u>only 2 layers</u> deep in a shallow box.

Watermelon: These fruit are a little tricky! We've found we like to check the ground spot on the melon. This is the area where the melon has sat against the earth for its entire life. The more yellow it appears, the riper the fruit is. Another method to tell ripeness is by knocking on the shell; the more hollow the sound, the riper the fruit. See "Melons".

Give it a try!



Identify Your Program Motives

Sample Objectives, Supporting Activities and Measures Evaluating Effectiveness

PRIMARY OBJECTIVE:

Prevent excess produce from being wasted and to feed our neighbors in need while managing regional food resources.

Supporting Activities: Harvest produce from supporting farms and donate it to a variety of food providers throughout the community. Produce donation sites can include: emergency food sites, nonprofits, educational and care giving institutions and a regional food bank.

Measurable Results: Document the total amount of recovered produce from farmers' fields, along with how many pounds were donated to each site and how many individuals were affected by local produce donations.

1. OBJECTIVE:

Provide sites with healthy whole food as alternatives to processed, packaged goods and to introduce recipients to delicious, and less familiar nutritious produce, such as chard and turnips.

Supporting Activities: To the extent that is possible provide each donation site with a wide array of produce, along with fact sheets for distribution. Among other topics, these sheets highlight the health benefits, storage tips and recipes for simple preparation.

Measurable Results: Document how many pounds each site receives of each type of fruit and vegetable. Conducting pre- and post-harvest season surveys at sites can identify any changes in the recipients' familiarity with and knowledge of the produce that was donated.

2. OBJECTIVE:

Empower individuals and foster a sense of community by providing volunteer opportunities for anyone, including those served by the sites that receive produce donations. Encourage recipients to take an active role in remedying food insecurity with farm surplus alongside others committed to the same goal.

Supporting Activities: To offer an assortment of volunteer opportunities bringing people together with different interests and skills. Seek assistance with harvesting, delivering produce, maintaining files, researching, networking, fundraising and educational outreach. Value individual contributions and recognize that this work would not be possible without the collective effort and dedication of all participants. Establishing a Steering Committee is highly recommended.

Measurable Results: Volunteers' feedback can be solicited through informal conversation, a sign-in log and an annual survey. Additionally, potlucks and other gatherings can be held to provide an opportunity for participants to share experiences and offer suggestions for improving relations and operations.

3. OBJECTIVE:

Promote a fresh food recovery effort that benefits the health and security of both our environment and our neighbors.

Supporting Activities: Minimize the length of time that food travels from field to table so fewer resources are consumed and produce of the highest nutritional quality is ensured.

Measurable Results: Examine mileage expenditures from the previous harvest season and determine any route changes or new connections that could translate into a more efficient operation at a lower cost. After implementing changes and completing a season, compare current and previous years' expenditures to measure savings in terms of natural resources consumed, money spent and time from field to table.

4. OBJECTIVE:

Enhance the recipients' connection to local foods and farmers, and encourage their continued and long-term support of the community food systems.

Supporting Activities: Invite produce recipients to volunteer in the fields so they can become familiar with local food sources, take a proactive approach to feeding their families and provide assistance to other Vermonters in need. For those unable to volunteer at the farms, fact sheets will offer information and resources that recipients can utilize to make local community food systems more accessible and affordable.

Measurable Results: Annually increase the number of arrangements in which produce recipients are also field volunteers. Utilize the pre- and post-harvest surveys to identify any cases in which produce recipients have sought and secured healthy food sources as a direct result of the program.





The Vermont Gleaning Collective

Primary Objective: To build a statewide collective of gleaning initiatives through organizational partnerships, increasing the professionalism, effectiveness, efficiency and competency of all Member programs affecting the states capacity to capture greater volumes of unutilized farm fresh foods and increase Vermont's food independence.

Supporting Activities: Provide a working fresh food recovery model that has been tested, is easily implemented and maintained. Salvation Farms will guide Members through the successful development and management of effective gleaning programs; serving Members by providing technical assistance, staff training and evaluation of their program budget, supplies sourcing and inventory, supporting infrastructure and operational processes and protocol.

Measurable Results: Document annual changes in gleaning activities, volunteer engagement and farm participation regionally while evaluate effectiveness by soliciting Member and community feedback. A Vermont Gleaning Collective Manual and Coordinator Training Program will be available to Members. Through collaborative problem solving refinements will result from discussions and decisions made by the Members who can evaluate and reflect on the model in practice in their region.

> Contact us anytime! 802-888-4360 www.salvationfarms.org info@salvationfarms.org

Additional Resources

The following are only a few of the impressive and sophisticated gleaning initiatives thriving in America. Many gleaning initiatives have developed around the nation in recent years with great success; search them on the web.

Ag Against Hunger

www.endhunger.org/gleaning_network.htm

Boston Area Gleaners

www.bostonareagleaners.org

Linn Benton www.communityservices.us/nutrition/detail/category/food-and-wood-gleaners

> Rotary First Harvest www.firstharvest.org

The Society of St. Andrew www.endhunger.org/gleaning_network.htm

Food Waste in America & its Impact

"Getting food from the farm to our fork eats up 10 percent of the total U.S. energy budget, uses 50 percent of U.S. land, and swallows 80 percent of all freshwater consumed in the United States. Yet, 40 percent of food in the United States today goes uneaten. This not only means that Americans are throwing out the equivalent of \$165 billion each year, but also that the uneaten food ends up rotting in landfills as the single largest component of U.S. municipal solid waste where it accounts for almost 25 percent of U.S. methane emissions. Reducing food losses by just 15 percent would be enough food to feed more than 25 million Americans every year at a time when one in six Americans lack a secure supply of food to their tables."

Gunders, D. "Wasted: How America Is Losing Up to 40 Percent of Its Food from Farm to Fork to Landfill, Natural Resources Defense Council, IP:12-06-B, 2012

Food Insecurity in Vermont

13% of all Vermont households are food insecure; *85,000 Vermonters*22% of Vermont children live in food insecure homes; *27,000 Vermont Children*5% of Vermont seniors are living with food insecurity; *6,600 Vermont Seniors*The food insecurity data here are 3-year averages, from 2009-2011, from the Current Population Survey of the United States Census.

Community-based gleaning programs build community food security by providing for one of our most basic and essential needs.

Salvation Farms encourages you to do your part to work with your neighbors to capture available food resources in your community to increase access to locally grown, farm fresh food and reduce food waste in America.

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