



CHICAGO BOTANIC GARDEN

# HORTICULTURAL THERAPY SERVICES

## Program Information & Application



USING PLANTS FOR HUMAN HEALTH AND WELL-BEING

## Welcome!

The Chicago Botanic Garden's Horticultural Therapy Contract Services Program builds on a proud 30-year history of providing horticultural therapy programming to health and human service agencies in the Chicago region. More than 150 agencies have advanced individual and group goals by introducing thousands of people with disabilities and older adults to gardening, indoor plants and nature-based activities.

Imagine a group of people you serve enjoying a warm summer morning outdoors while tending a garden alive with vibrant color, texture and fragrance. Elsewhere, the ingredients for salsa are harvested from the vegetable patch and the group prepares and shares the rewards. Indoors, plants propagated and grown by residents begin to brighten dining tables and other common areas, creating a better sense of home; perhaps a group of women new to the assisted-living community is discussing the issues of the day while the fresh scent of evergreens from the holiday greens decorations they are making fills the air. These scenes are readily created at your agency by registered Botanic Garden horticultural therapists working in partnership with your staff. We also offer a full range of support services, publications and accredited professional education opportunities to improve the horticultural therapy skills of your agency staff and volunteers. Visit [www.chicagobotanic.org/therapy](http://www.chicagobotanic.org/therapy) for details.

This packet contains information about our contract services program; an application is included. Upon initial review, an important orientation meeting will be scheduled at your agency. Following this initial meeting, agreements are signed and programming begins. We look forward to receiving your application and introducing the individuals you serve to an enriching new program.



Eugene A. Rothert, HTR, Manager  
Horticultural Therapy Services

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## Horticultural Therapy—Helping People Grow

Have you noticed how a walk in the forest or being around plants makes you feel better or how happy you are when you pick the season's first vine-ripe tomato? How about when you share a favorite perennial with a friend or see someone admiring your garden?

There is a special connection between people and plants that increases our sense of well-being. Imagine the individuals served by your agency sharing in this feeling while engaged in plant and gardening activities as part of their therapy—or just for fun.

Horticultural therapy capitalizes on the many special benefits of using plants to help people grow.

### What Is Horticultural Therapy?

Horticultural therapy is the use of professionally directed plant, gardening and nature activities for the purpose of restoring the physical and mental health of its participants.

Horticultural therapy maintains or improves physical health by providing unlimited opportunities for exercising, increasing flexibility, improving coordination and balance, and building physical strength. Multiple studies have demonstrated that physiological indicators such as respiration, pulse and blood pressure respond positively to plants.

(Ulrich and Simons, 1986; Wise and Rosenberg, 1988; Ulrich, 1984).

Horticultural therapy elicits positive psychological and emotional responses as well by relieving stress, providing a non-threatening atmosphere, alleviating depression and helping people connect with nature. Research studies illustrate these and many other psychosocial benefits when people interact with plants and nature.

(Ulrich, 1979; Kaplan, 1992).



**The residents of Frances Manor have really enjoyed the horticultural therapy program brought to us by the Chicago Botanic Garden. This program has brought together some of our less verbal and social residents and provided an easy avenue for communication. They have particularly enjoyed the group project atmosphere and have taken great pride in the beautification they have brought to the building.**

*– Elaine Layden, Administrator, Frances Manor, Des Plaines, Illinois*

Horticultural therapy offers other participant benefits, too. Visiting the garden is stimulating because something new is always happening. Sharing an interest in gardening helps build new friendships. Planning a garden is a wonderful outlet for creativity; gardening provides plenty of motivation because plants need people just as much as people need plants.

## **Horticultural Therapy as a Profession**

By the 1800s, horticulture activities were widely recognized for their ability to help people with mental disabilities. A century later as many wounded soldiers returned from the world wars, gardening activities became increasingly important in treating physical disabilities.

As the success of horticultural therapy spread to a broad spectrum of health and human service agencies in the United States, its practitioners joined, in 1973, to create a national professional organization known today as the American Horticultural Therapy Association (AHTA).

What is a horticultural therapist?

A horticultural therapist is trained in both horticulture and therapy. To be registered by the AHTA, the therapist must complete a core curriculum of college classes, work in the field and pursue ongoing continuing education electives.



**The interaction of human nature with green nature can enhance feelings of peace, self-esteem and relief from the pressures of life for people in the everyday world. Horticultural therapy can become a gentle guide, using the magic of a germinating seed to lay a path of healing and self-confidence.**

*– Charles A. Lewis, Green Nature Human Nature*

## The Chicago Botanic Garden's Horticultural Therapy Services Program

The Chicago Botanic Garden, a not-for-profit public garden owned by the Forest Preserve District of Cook County and managed by the Chicago Horticultural Society, is located 25 miles north of Chicago in Glencoe, Illinois. A variety of display gardens, as well as education and research programs, are featured on the 385-acre site. In order to increase its capacity to serve the surrounding metropolitan area, the Garden established an education department. Within this department are not only the Garden's on- and off-site programs that serve children, families, teachers and urban gardeners but also the Horticultural Therapy Program. A major component of the program reaches out to local agencies to provide contract programming.

Since 1977, the Horticultural Therapy Services Program has supported the establishment of horticultural therapy programs at health-care and human service agencies serving people with disabilities and older adults in the Chicago region. The program serves as a primary regional, national and international resource for information while offering a full range of professional training opportunities. Also available are consulting services in barrier-free greenhouse and enabling garden design, sensory landscaping and horticultural therapy program planning. The Buehler Enabling Garden at the Chicago Botanic Garden is a world-class model promoting garden design, tools, equipment and techniques that engage people of all abilities in gardening. Since its beginning, the Garden's Horticultural Therapy Services has contracted with more than 150 health and human service agencies. These include the following:

Allendale Association  
Blair Early Childhood  
Development Center  
Chicago Association of Retarded Citizens  
Bowman Health Center  
Chicago Lighthouse for the Blind  
Children's Memorial Hospital  
El Valor  
Englewood Hospital  
Evanston Hospital  
HUD Senior Housing  
Hulse Detention Center

Illinois Children's School  
Marianjoy Rehabilitation Hospital  
Mather LifeWays  
Mercy Hospital & Medical Center  
Northwestern Memorial Hospital  
Presbyterian Homes  
Rehabilitation Institute of Chicago  
Schwab Rehabilitation Hospital  
The Sonia Shankman Orthogenic School  
at the University of Chicago  
Victor C. Neumann Association  
The Youth Campus

The expertise gained by Garden horticultural therapists serving such diverse audiences makes the contract services program uniquely qualified to establish programming at your agency.



**This program has been great. The gardeners have really taken ownership  
of the garden, and the other kids respect them for it.**

*– Elliot Griffin, Family Teacher, The Youth Campus, Park Ridge, Illinois*

## Horticultural Therapy Contract Services

Today, with health-promoting benefits of horticulture widely recognized, horticultural therapy is practiced in many health-care facilities and social programs throughout North America, Europe and more recently, Japan. The Chicago Botanic Garden can help your agency to incorporate horticulture programs into overall treatment plans in order to achieve the physical, psychosocial, cognitive or recreational goals of your agency and the individuals you serve. This program uses the general popularity of plants and gardening to engage participants in meaningful activity. Once the individuals are involved, this program uses the therapeutic benefits of working with plants to restore the physical and mental health of participants. Planting, weeding, cultivating, watering and harvesting a garden, as well as a variety of indoor horticulture and natural craft-related activities, are all important elements of the program.

Illness, aging, retirement and physical disabilities prompt many people to look for new leisure activities or find new ways to continue lifelong interests. For many, gardening becomes pleasantly rewarding and allows an enjoyable way to remain active, set goals and address issues. Horticultural Therapy Contract Services, with 30 years of programming experience, is uniquely prepared to train your staff to sustain a program, or Chicago Botanic Garden staff can assume total program responsibility as an outsource service. We do this by supplying all materials necessary for weekly activity sessions that are therapeutically grounded and adaptable to a wide range of functional and cognitive abilities. Session leadership generally rotates on alternate weeks between Chicago Botanic Garden staff horticultural therapists/volunteers and your agency staff/volunteers.

Activities, which may vary as new ideas are tested and incorporated into the program, may include the following:

- Vegetable, Herb and Flower Gardening
- Indoor Plant Maintenance and Care
- Fresh / Dried Flower Arranging
- Making Salsa from the Garden
- Creating Holiday Decorations
- Herbal Crafts
- Making Bird Seed
- Propagating Plants
- Forcing Flowering Bulbs
- Mixing Potting Soils
- Building Terrariums
- Making Dish Gardens
- Learning About Garden Insects
- Growing Edible Flowers
- Making Pumpkin Decorations
- Creating Spice Boil Greeting Cards
- Making Garden Corsages
- Growing Amaryllis



**I think that what we do with the Chicago Botanic Garden are some of the best projects I've ever done with the kids. The children are very enthusiastic about them, and I've noticed a difference because of them – the kids have been sharing ... and better nurturers. A lot of the children don't have gardens at home, so this is their first experience with plants and flowers. It's been very special.**

*– Leslie Wenzel, Special Education Teacher, Evanston Township High School, Evanston, Illinois*

## Contract Options

The Chicago Botanic Garden offers the following 45-minute session options to a maximum of 15 participants. All materials are included.

<b>OPTION I</b>	Outdoor Gardening Program	20 sessions	May - September
<b>OPTION II</b>	Indoor Gardening Program	20 sessions	October - April
<b>OPTION III</b>	Year-Round Gardening Program	40 sessions	Combined indoor and outdoor unit

### **OPTION I: Outdoor Gardening Program**

- 20 weeks
- Approximately May 15 - September 25
- Contract must be signed by March 1.
- Activities with program participants begin with outdoor garden planting approximately May 15.

#### **Typical Program Schedule**

- **Planning, Development, Construction (April 1 - May 15)**  
Chicago Botanic Garden staff work together with your staff to locate and design an outdoor garden area. The physical abilities of the client population determine whether an in-ground garden or a raised container garden is needed.
  - For example, at a residence for older adults where ground-level gardening is too challenging, an existing patio or other paved area will be transformed into a container garden that is barrier-free.
  - If physical abilities are not a consideration, a site on your grounds will be selected for ground-level vegetable and flower gardens.
  - Chicago Botanic Garden staff arranges for delivery of containers and soil. Assistance is required of your staff to place and fill containers so program can begin by May 15.
- **Program Sessions with Participants (approximately May 15 - September 25)**  
During this time period, participants are directly involved in outdoor gardening activities. Weekly sessions last about 45 minutes for a maximum of 15 participants per session. Your group members and staff participate directly in planting, watering, fertilizing and grooming the outdoor gardens. Many of the flowers, vegetables and herbs grown during the season are harvested and used later to make arrangements and other craft items.

## **OPTION II - Indoor Gardening Program**

- Fall and winter program blocks, 20 weeks
- Approximately October 20 - December 19, then continuing January 10 - April 15
- Contract must be signed by September 15.
- Participant sessions begin approximately October 20.

A series of 20 indoor horticulture and nature craft activities are presented during the cold-weather months. A location must be available that is large enough to accommodate groups of 15 people seated at tables and offer freedom of movement to program leaders and support staff. It must also be appropriate for working with soil, plants, craft materials, water, etc. Some projects have been successfully used for in-house fund-raising and sales. Participants learn simple methods of propagating plants as well as indoor plant care and maintenance fundamentals. During this program block, a three-level plant light cart is provided. It is used for growing indoor plants and/or starting flowers and vegetables for the following year's outdoor garden.

## **OPTION III - Year-Round Gardening Program**

Ideal for long-term or residential settings but readily adaptable to shorter-term sites of care, the Year-Round Gardening Program essentially combines Options I and II above. Forty horticultural therapy activity plans are presented weekly over a calendar year beginning either in May (contracts must be signed by March 1) or October (contracts must be signed by September 15). Short planning and organizational breaks occur during December, April and September. This option allows participants to enjoy fully the seasonal aspects of horticulture supported by a continuity of activities. The seasons are linked as flowers and herbs harvested and dried from the summer garden are used for arrangements or aromatic crafts during the winter. Your staff, too, will benefit from a much wider pool of activities to use over a longer period of time.



**This is wonderful. Now that the Chicago Botanic Garden has shown me how to lead gardening activities, I can do it on my own with the residents.**

*– Janet Winograd, Activity Coordinator, Village at Victory Lakes, Lindenhurst, Illinois*

## Roles and Responsibilities

### Chicago Botanic Garden Staff will:

- Lead sessions every other week during the term of the Six-Month Indoor, Six-Month Outdoor or Year-Round Program options previously described (excluding short seasonal planning breaks during December, April and September). It is essential that your agency staff be able to assume responsibility for session leadership on alternate weeks as well as maintain indoor/outdoor garden areas created by the program between Chicago Botanic Garden visits and during planning breaks. In the event your agency does not have the staffing resources to conduct sessions on alternating weeks, Chicago Botanic Garden staff can assume full program management, including weekly program sessions, for an additional fee.
- Design and install the outdoor garden.
- Provide all program materials, essential tools and equipment.
- Consistently conduct programs at your agency on a specific day and time of the week.
- Be available for phone consultation regarding any aspect of the program during and after contract completion.
- Notify your agency at the agency's provided emergency contact telephone number in case Chicago Botanic Garden staff must cancel sessions because of unanticipated vehicle breakdown, illness, weather emergencies, as well as holidays. Due to the full schedule of contracted agencies, it is unlikely cancelled sessions can be rescheduled. Materials and instructions for the scheduled activity will be provided for use by your staff/volunteers.

### Contracting agency and staff will:

- Attend an orientation meeting to discuss program procedures, roles and responsibilities.
- Provide secure parking for Chicago Botanic Garden staff while conducting sessions.
- Provide consistent staff support for sessions conducted by the Chicago Botanic Garden, consisting of one or two paid staff members plus one or more volunteers to assist your staff, depending on participant abilities.
- Maintain all plants and gardens (water, weed, harvest, etc.) with participants during interim weeks and planning breaks during the program. This is essential for a successful program.
- Have all necessary equipment ready to use one-half hour before session (garden hose hooked up; tools, tables, chairs in place).
- Allow up to 10 minutes before the session begins to brief Chicago Botanic Garden staff on any special medical precautions, desired outcomes for the session, client behavioral issues, etc., and to permit Garden staff to communicate special activities or changes in the scheduled session. The Chicago Botanic Garden IS NOT LIABLE FOR ANY MEDICALLY RELATED ACCIDENTS. Due to the large number of individuals we work with, we cannot be aware of precautions for each person.

- Provide support from Grounds/Maintenance department as needed for initial garden set-up.
- Gather participants to begin promptly AT THE SCHEDULED TIME of the session. Session length is approximately 45 minutes. Chicago Botanic Garden staff cannot provide participant transport to and from the session.
- Notify the Garden's horticultural therapy staff of any session cancellation 24 hours in advance. You may reach them directly or through a voice mail message at one of the following numbers: (847) 835-8247, (847) 835-8250 or (847) 835-6826. Failure to notify the Garden of cancelled sessions may result in a charge of \$125 to cover staff time and transportation expenses. Three occurrences during the contract year will result in contract termination.
- Offer feedback, interviews and assessments relevant to the Chicago Botanic Garden's program evaluation systems and other exercises relative to your staff training.
- Be aware that if your agency staff does not meet the above responsibilities, the Chicago Botanic Garden may elect to CANCEL the horticultural therapy contract.

## **Policy Regarding Contagious Diseases and Blood-Borne Pathogens**

Contract sites are obligated to provide the Chicago Botanic Garden, in writing, all personnel policies and procedures regarding universal precautions against exposure to contagious diseases and blood-borne pathogens. Chicago Botanic Garden staff are vaccinated against Hepatitis B virus and will comply with all personnel policies to prevent exposure to contagious diseases and blood-borne pathogens. When participants in the Horticultural Therapy Program require special precautions, these precautions must be communicated prior to program sessions in order for appropriate protective measures to be taken. Chicago Botanic Garden staff retain the right to exclude program participants if there is a risk to participants or staff.

## **Insurance**

Chicago Botanic Garden staff and volunteers are insured while performing duties on behalf of the Chicago Botanic Garden. A comprehensive liability certificate of insurance is available upon request.

## Contract Service Fees

**OPTION I Outdoor Gardening Program** \$4,000

*Includes:*

- 20 sessions (10 staffed by the Garden)
- Consumable materials (soil, pots, plants, etc.) for 15 participants per session
- Outdoor garden installation (labor & materials)

\* Additional charge if all 20 sessions are staffed by the Garden \$1,500

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**OPTION II Indoor Gardening Program** \$3,500

*Includes:*

- 20 sessions (10 staffed by the Garden)
- Consumable materials (soil, pots, plants, etc.) and craft supplies for 15 participants per session
- Indoor plant light cart and equipment

\* Additional charge if all 20 sessions are staffed by the Garden \$1,500

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**OPTION III Year-Round Gardening Program** \$7,500

*Includes:*

- 40 Sessions (20 staffed by the Garden)
- Consumable materials (pots, soil, plants, etc.) and craft supplies for 15 participants per session
- Outdoor garden installation
- Indoor plant light cart and equipment

\* Additional charge if all 40 sessions are staffed by the Garden \$3,000

### Payment Schedule

Our final letter of agreement will reflect the payment schedule agreed upon between the Garden and agency.

# Horticultural Therapy Services Application

Detach and return to apply. Call (847) 835-8250 with questions.

Date of application: \_\_\_\_\_

Name of agency: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Agency administrator: \_\_\_\_\_ Phone: \_\_\_\_\_

If in Chicago, please indicate

Neighborhood Name: \_\_\_\_\_

Ward Number: \_\_\_\_\_

Ward Alderman: \_\_\_\_\_

For Cook County agencies, please provide

Forest Preserve District of Cook County District Number: \_\_\_\_\_

County Commissioner Name: \_\_\_\_\_

This application is for

\_\_\_\_\_ Six-Month Outdoor Gardening Program \_\_\_\_\_ Year-Round Gardening Program

\_\_\_\_\_ Six-Month Indoor Gardening Program

What audience does your agency predominantly serve? \_\_\_\_\_

\_\_\_\_\_

No. of beds \_\_\_\_\_ No. of clients served (day treatment) \_\_\_\_\_

Profit \_\_\_\_\_ Not-for-profit \_\_\_\_\_

Is your facility part of a chain of agencies? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, name of "umbrella" organization: \_\_\_\_\_

Is agency currently accredited? Yes \_\_\_\_\_ No \_\_\_\_\_

Accrediting agency: \_\_\_\_\_

Staff working with horticulture program:

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Phone: \_\_\_\_\_

CHICAGO BOTANIC GARDEN

List any sponsoring agencies connected with this project, such as Mental Health Association, Council for Aging, etc.:

Organization: \_\_\_\_\_ Contact person: \_\_\_\_\_ Phone: \_\_\_\_\_

Organization: \_\_\_\_\_ Contact person: \_\_\_\_\_ Phone: \_\_\_\_\_

Organization: \_\_\_\_\_ Contact person: \_\_\_\_\_ Phone: \_\_\_\_\_

In what department would the Horticultural Therapy Program take place? \_\_\_\_\_

Describe current program content of that department: \_\_\_\_\_

\_\_\_\_\_

What are your goals for the program? \_\_\_\_\_

\_\_\_\_\_

What are your goals for the individuals you serve? \_\_\_\_\_

\_\_\_\_\_

Do you have an existing garden area? If yes, please describe. \_\_\_\_\_

\_\_\_\_\_

How did you learn about our horticultural therapy program? \_\_\_\_\_

\_\_\_\_\_

Please include a copy of your most recent Annual Report.

Who prepared this application?

\_\_\_\_\_

Name

\_\_\_\_\_

Position

\_\_\_\_\_

Phone

Any misrepresentation of the facts in this application will result in the agency being withdrawn from consideration for a horticultural therapy program with the Chicago Botanic Garden.

Acceptance of your application will be subject to availability of schedule openings and an orientation meeting. You will be notified upon receipt of your application. If accepted, your agency will be scheduled for an orientation interview.

Information exchanged at the orientation meeting will support final acceptance of the contract.

Return completed application to: Horticultural Therapy Services  
Chicago Botanic Garden  
1000 Lake Cook Road  
Glencoe, IL 60022

Questions? (847) 835-8250 or horttherapy@chicagobotanic.org





CHICAGO BOTANIC GARDEN

1000 lake cook road glencoe, illinois 60022

[www.chicagobotanic.org](http://www.chicagobotanic.org)

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*The Chicago Botanic Garden is owned by the Forest Preserve District of Cook County.*