

# Checklist – Potting Hemlock Seedlings in Newspaper Cups

This document lists the equipment and supplies needed for projects to pot hemlock seedlings in biodegradable newspaper cups. The materials are to be provided by the project sponsors/leaders.

Note that this activity normally takes place at kids' events in or near a building where there is access to water and restrooms. The usual arrangement is to have **two tables to serve as potting stations**, each equipped with the materials listed.

## General:

- Map, directions, gate code (if any)
- Cell phone, volunteer list & phone #s – 2 or 3 volunteers per potting station
- Permanent markers & name tags for volunteers
- Hand sanitizer, towels, trash bag
- Rolling cart to transport heavy stuff (like soil containers and water jugs)
- Camera (optional)

## Other equipment & supplies per potting station:

- Potting instructions & garden gloves for volunteers
- 6-foot table or counter-top to work on and a tarp or shower curtain to cover it
- 2 large containers (at least 14" x 16" x 14") & 2 trowels for mixing and distributing soil amendments:
  - Top soil & compost – equal parts to fill  $\frac{3}{4}$  of container
  - Mr. Natural Woodland Soil Mix & Mr. Natural Worm Castings – equal parts to fill last  $\frac{1}{4}$  of container
  - Espoma Hollytone fertilizer & Ironite – 2 tablespoons each
- Container of Soil Moist water retention granules
- 4 1-gallon jugs with pouring spouts for initial watering mix
  - 1 gallon of water
  - MiracleGro Quick Start root stimulator – 1 capful
  - 4 ounces of Bayer Advanced Tree & Shrub  
or  
4 ounces of Imidacloprid 2F/2L pre-mixed for wet soil
- Newspaper – 1 sheet per person
- 4 aluminum cans like the kind Progresso soup comes in. Anything smaller is too small.
- 4 rolls of masking tape
- Quart-size baggies to put finished pots in – 1 per person
- 4 permanent markers to write names on baggies
- Freshly dug bare-root seedlings in bucket of water – 1 seedling 8-12 inches tall per person
- Handouts for kids, parents and teachers – 1 set per person
  - SGH Hemlock Help for Property Owners
  - SGH Rack Card & rack cards
  - Caring for Your Hemlock Seedling

Each pair of soil containers is usually enough for 42 seedlings in newspaper cups.

Each gallon of watering mix is usually enough for 42 seedlings in newspaper cups.

