



Seattle Department of Neighborhoods (DON) has several resources we can provide to your P-Patch garden to 1) keep you up-to-date on regular DON news and projects, 2) supplement your publicity efforts, and 3) promote your activities, especially those open to the public.

STAY INFORMED AND CONNECTED

P-Patch Community Gardens listserv: To subscribe to one of the most robust listservs/discussion groups in the city, go to www.seattle.gov/neighborhoods/ppatch/listserve.htm.

DON Social Media:

Front Porch Blog: Located at <http://frontporch.seattle.gov/>, our blog is the most utilized tool for updates and information regarding department happenings. We are very interested in publicizing your activities on the blog, so send us your flyer or press release and we will post the information. Accompanying photos are encouraged.

Facebook: Our page is located at www.facebook.com/pages/SeattleNeighborhoods/. If your project has a page, “Like” us, and we’ll “Like” you back. And share your stories or comment on ours.

Twitter: Follow us at [@SeaNeighborhood](http://twitter.com/SeaNeighborhood). We send regular “shout outs” about our programs and services along with your activities.

E-newsletter: Our e-newsletter informs and celebrates the recent program successes and happenings in our neighborhoods in a quick, easy-to-read format. To receive it, subscribe at www.seattle.gov/lists/neighborhoodnews.htm. We highly encourage guest articles, so if you have a topic of interest, talk with your DON Garden Coordinator.

Flickr: Located at www.flickr.com/photos/seattleneighborhoods/, our page is a great way to view photos of many neighborhood activities engaged with our department. We have a group page so that you can upload images and connect with us at www.flickr.com/groups/neighbor. To participate, add us as a contact, join the group, and post your photos! Basic instructions on joining Flickr can be found at <http://www.flickr.com/>.

If you don’t want to join Flickr, just send your best photos to wendy.watson@seattle.gov. Please make sure the people in your photos are ok with your sharing. Please note that these photos **are not used** for commercial purposes.

PROJECT PROMOTION

When publicizing your project's activities such as groundbreaking, projects, or dedications, send the press release, flyer, or information to your DON Garden Coordinator so that we can help promote it through our website and social media (see above).

DON Online Calendar: Located at www.seattle.gov/neighborhoods/calendar/default.htm, you are invited to post events that are open to the public. On the left-hand column of the page, events can be added by selecting "submit an event." It will take up to two business days for the event to appear on the calendar. Not only will your submittal post to our calendar, but it will also post to the citywide calendar located at www.seattle.gov/calendar/default.htm.

If you have any problems with submitting your event, contact Lisa Uemoto at lisa.uemoto@seattle.gov or Sandy Pernitz at sandy.pernitz@seattle.gov.

SPEAKER REQUESTS FOR EVENTS

To invite the **Mayor or Deputy Mayor** to come to your event, complete the form at www.seattle.gov/mayor/schedulerequest.htm. You need to give at least one month lead time (earlier is always better).

To invite a **Seattle City Councilmember**, you have to reach out to each of them directly. Visit www.seattle.gov/council/councilcontact.htm for contact information. You should give at least one month lead time. Councilmember Sally Bagshaw is the chair of the Parks and Neighborhood Committee, but feel free to invite any councilmember you prefer.

To invite **Bernie Matsuno, DON Director**, contact your Project Manager or Bernie's assistant, Melia Brooks at melia.brooks@seattle.gov. Give at least three weeks' notice, but earlier is always encouraged.