NEW PROJECT REQUEST FORM - 2014
FOR MASTER GARDENER
VOLUNTEER PROGRAM ASSISTANCE

The mission of the RKMGA is to educate, beautify and preserve the community through trained horticulture volunteers, in accordance with and in support of the principles of horticulture education as taught by UW-Extension.

PLEASE TYPE OR PRINT CLEARLY

Project Name: ___________________________ Date Submitted: ___________________________

Project Location (Address, City, ZIP): ________________________________________________

Proposed Start Date: _________________ Proposed End Date: _________________

Project Type: ___________ Long Term ________ Short Term

Project Liaison: ___________________________ MG Liaison or Chairperson: ___________________________

Name: ___________________________ Name: ___________________________

Phone: ___________________________ Phone: ___________________________

E-mail: ___________________________ E-mail: ___________________________

Address: ___________________________ Address: ___________________________

City & ZIP: ___________________________ City & ZIP ___________________________

Please return this form to the UW-Extension Office by October 1, 2013, for consideration for the 2014 year. Project requests submitted after October 1, 2013, will not be included in the approved projects for Master Gardener Volunteers in the current year.

Long-Term Project Requests requires submission of a new project request form each year for re-evaluation.

*Please review project guidelines (criteria) on reverse page

Continued on reverse
Project Details (circle where applicable):

Please provide a detailed description of the project. Attach additional page(s) if needed.

This site is available: Days _____________________ Hours ______________________________

Is this a public location, free and accessible to all residents? YES NO

Is check in required? YES NO
If yes, where?

Is training or supervision needed? YES NO
If yes, please specify

Water accessible: Y N Design available: Y N
Funds available: Y N Hoses/sprinklers: Y N
Site/soil preparation needed: Y N Debris disposal available: Y N
Tools available at site: Y N Storage for tools: Y N

Tools or Equipment Gardeners Need to Bring (please list):

Are any Master Gardeners or other organizations working on the project now?

*Project Guidelines (Criteria):

All project requests are reviewed in fall by a committee comprised of Master Gardener Volunteers and UW-Extension staff. Because there are more requests than volunteers, project guidelines (criteria) address the question – How does this project support our Mission as Master Gardener Volunteers? Guidelines were adopted in 2005 to help determine the projects that will be accepted for an upcoming gardening season. These criteria are:

1. Visibility – promotes Master Gardener Volunteer program and UW-Extension
2. Educational for the public and or MGV
3. Benefits the general public (non-profit)
4. Must have Master Gardener coordinator and interest by Master Gardener Volunteers – we will try to find someone who is interested if other criteria are met

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