

Information / Helpful Hints for completing your Record Sheet - 2008

North Central Wisconsin Master Gardeners (NCWWMG)

Required hours - For 2008 there are no changes: the UW-Extension has mandated all MG's (interns and recertifying) complete 24 hours of Volunteer Service. Education requirements remain the same: 36 hours for MG interns acquired via the basic course, and 10 hours for recertifying MG's.
Hours reportable are from October 2007 thru September 2008.

36: the number of **Education Hours** required for **MG interns**;

10: the number of **Education Hours** required for **recertification of current MG's**;

24: the number of **Volunteer Service Hours** required for **both MG interns and recertifying MG's**;

Due Date - Wednesday, October 1st 2008: Drop off or mail your **Record Sheets** to
Mary Slagoski, Secretary, UWEX Marathon County, 212 River Drive, Suite 3, Wausau, WI 54403.

As you know, there are 2 categories that need to be fulfilled to certify or recertify as a Master Gardener: **Education Hours (E)** and **Volunteer Service Hours (V)**. The latter (Volunteer Service) is subdivided into 3 categories: Youth Education, Community Education, and Support Services. You may acquire hours in any or all of these 3 categories in fulfillment of the Volunteer Service requirement.

Education Hours - For MG interns, the basic MG Course is all that's required. For recertifiers there are numerous opportunities, including but not limited to the following: UW-Extension programs, NCWWMG specialized training, Brown Bag Wis-lines, WIMGA annual conference, International MG Conference, materials/videos from UW-Media Collection, Research Station field days, guided garden tours (e.g.: NCWWMG bus trips, or individual visits, to public gardens), and other horticultural conferences (e.g. Garden Dreams in Stevens Point, Garden Expo in Madison, Chicago Botanical Show, etal).

Please Note: The policy on TV/Radio programs as Education was greatly expanded in 2003 by the WIMGA Advisory Committee: "... It was decided to allow any TV/Radio programs that follow the horticultural principles promoted by UWEX, and are approved by your local agent or coordinator to qualify as CE." (Education Hours, or **E**). As the local record keeper, and with the permission of local agent Mike Wildeck, I will approve most any reasonable submission under this category.

Volunteer Service Hours

- Youth Education - Volunteer hours dedicated to garden/horticulture related youth education, i.e. 4-H projects and activities, county fair, youth clubs & organizations, school classroom presentations, etc.
- Community Education - Volunteer hours dedicated to adult/community education, i.e. recycling, water quality & environmental displays & presentations, Farmer's Market, GardenLine, Garden Clinic, trips or tours for the public, group presentations, writing articles for newspapers, web sites, etal.
- Support Services - Volunteer hours dedicated to service projects i.e. community beautification, water quality and environmental projects, community committees, and research projects. Also coordinating MG activities, newsletters, or UW-Extension office projects, meetings by officers, committees and board meetings of local MG association and the WIMGA and local MG meetings, but only for portions of meetings dedicated to planning or working on Extension approved programs or projects.

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Here are some helpful hints based on the above information, and consultation with Dr. Susan Mahr (WIMGA advisor) and Mike Wildeck (UWEX local agent). As in most organizations, there will be exceptions and special cases. Please contact me (Tom Starkey) if you think that applies to you.

- If you are having trouble finding **Education Hours**, remember that the Extension office has tapes you may borrow. The NCWMG media collection includes audio and video materials, that may be checked out at the Extension office. If you still have problems getting your hours, either call or send me an e-mail.
- Currently, it is acceptable for NCWMG's to claim hours accumulated from churches, nursing homes, community, and civic centers as **Volunteer Service/Support Services** category. State policy generally excludes volunteer activity that benefits an individual.
- Landscaping a new home for a realtor/developer, even if done gratis, does not qualify. But if this were done for a church, nursing home, community, or civic center, it would qualify as **Volunteer Service/Support Services** category.
- If you give advice to a gardener, and identify yourself as a Master Gardener, you can claim the time as **Volunteer Service/Community Education** category.
- Going on a conducted tour does count as **Education Hours**; but self guided tours do not count.
- If you give a tour, that counts as **Volunteer Service/Community Education** category.
- Preparation time, including research time as for a talk or display, in most cases counts in the **Volunteer Service/Community Education** category.
- Please record your hours in quarter hour blocks. For example if you spend one hour and 50 minutes on a project then record as 1.75 hours. FYI I have to reduce it to half hour blocks but I will gladly accept quarter hour blocks to help your total.
- Please explain abbreviations for local organizations at least once on your form.
- Please do not claim hours for two organizations that you belong to. In other words if you are fulfilling a requirement for volunteer work for a Garden Club, then you should not claim those hours as fulfilling your MG volunteer obligation at the same time. No "double-dipping".
- Please do not claim hours for working on a for-profit project. The rule of thumb is that you can't both "volunteer" and be paid for the same activity.
- We cannot claim credit for giving advice to a farmer, nursery owner or commercial landscaper, as a *Master Gardener*. Farmers, nursery owners and commercial landscapers seeking advice should be referred to a County Extension agent.
- Travel time may be included in any of the **Volunteer Service** categories, but may NOT be included in the **Education** category.
- Some examples of TV shows include *From The Garden* (P. Allen Smith), *Rebecca's Garden*, *The WI Gardener* (Wisconsin Public TV), *Gardeners Journal* (HGTV), *From Martha's Garden* (Martha Stewart), *The Victory Garden* (PBS), *The Perennial Gardener* (Iowa public TV); and of course there is Larry Meiller's *Garden Talk* on Wisconsin Public Radio

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