

2023-2024 SCOTT COUNTY MASTER GARDENER VOLUNTEER LOG



- ◆ First year after successful completion of the Master Gardener classes– 40 volunteer hours in Scott County
- ◆ Thereafter to maintain Master Gardener certification each year (July 1st through June 30th)
 - 20 hours volunteer service assisting County Extension Agent (CEA) with educational programming
 - 10 hours of Continuing Education Units (CEU) approved by the agent

Enter hours in appropriate Column, see definition sheet of categories for assistance (on back page)

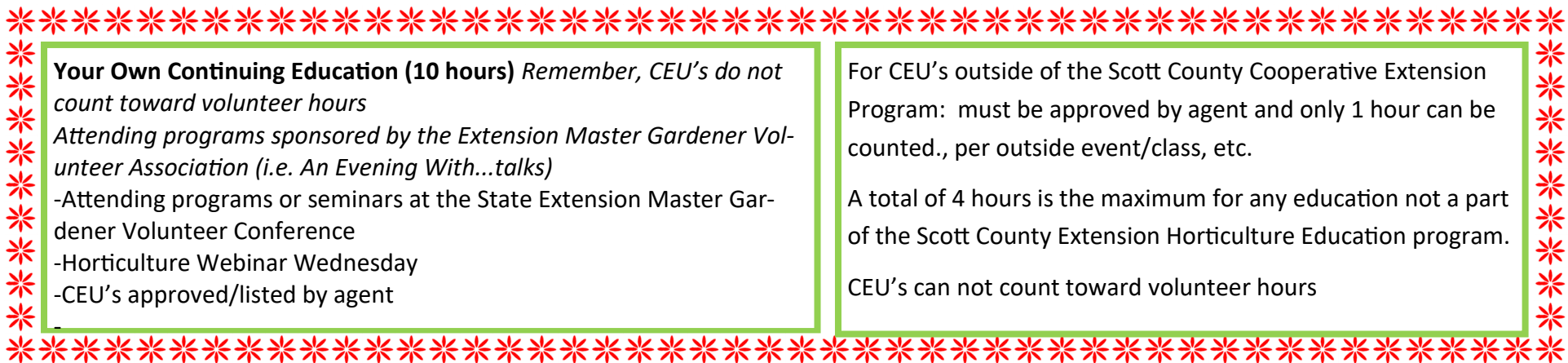
Date	Brief Description (including location) of Project or Activity	Educational Outreach	Support Activities	Your Own Continuing Education	Other	Number of Contacts
TOTALS						

*Keep track of mileage for your own tax records. Check with IRS for deduction rates. (See back page for guidelines on what counts towards your 40 hrs./20 hrs. payback.) Keep a copy of this sheet for your own records. Please turn these sheets in to Sharon Flynt, Scott County Cooperative Extension or use them to record your hours on <https://www.trackitforward.com> by July 1, of the present year. **Volunteer year goes from July 1 to June 31st**

DO NOT FILL IN—FOR OFFICE USE ONLY

SCOTT COUNTY MASTER GARDENER VOLUNTEER RECORD FOR (NAME) _____

For Year July 1 _____ to June 30 _____ TOTAL VOLUNTEER HOURS _____ TOTAL EDUCATIONAL HOURS _____



Your Own Continuing Education (10 hours) *Remember, CEU's do not count toward volunteer hours*

Attending programs sponsored by the Extension Master Gardener Volunteer Association (i.e. An Evening With...talks)

- Attending programs or seminars at the State Extension Master Gardener Volunteer Conference
- Horticulture Webinar Wednesday
- CEU's approved/listed by agent

For CEU's outside of the Scott County Cooperative Extension Program: must be approved by agent and only 1 hour can be counted., per outside event/class, etc.

A total of 4 hours is the maximum for any education not a part of the Scott County Extension Horticulture Education program.

CEU's can not count toward volunteer hours

Examples of Educational Outreach or support activities in Scott Co./Georgetown, KY for Volunteer hours:

Taught a workshop or class

Demonstration Garden planning, planting & maintenance

Writing articles for newspaper—maximum of 2 hour per article

EXPO participation

Helped with Scott County Cooperative Extension Horticulture Program's events and programs

County MG meetings: Count 1 hr. per mtg, not to exceed 5 hrs./ year.

(Exception: if you are planning or presenting at meetings, count the full time, including prep time)

Number of Contacts (for educational events you taught or wrote)

Newspaper article, television or radio: list the number of viewers or readers. *Each newspaper can tell you an average number.*

Garden Fairs, seminars etc.: use an attendance sheet

Conventions/conferences: Check with event coordinators. Booths or educational displays can be averaged from attendance.

Questions about what counts toward volunteer hours?

The following are some examples of activities that qualify if you incorporate educational components and are approved by the agent in advance

- Helping pruning shrubs or trees at church, neighbor— explain what you are doing and why to those with whom you are helping or working
- Planting flower beds for city parks, flower planting along streets, beautification program— **if** you also label varieties or make a handout talking about varieties, ways to care for flower beds, or some other way to share your knowledge (not just your sweat!)
- Helping plant trees/ at school, park s, etc. – again, if you are teaching others how to plant or care for them, or they will be used for educational purposes (as in an arboretum)