



Milwaukee & Waukesha Counties Master Gardener Volunteer Program VOLUNTEER SERVICE POLICY



Acronyms often used:

MGV Master Gardener Volunteer
PHA Plant Health Advisor

UWEX University of Wisconsin-Extension
SEWMG SouthEast Wisconsin Master Gardener
WIMGA Wisconsin Master Gardeners Association

To qualify as **approved volunteer service**, all Master Gardener Volunteers (MGVs) activities should meet the following three basic criteria **AND** fit into one of the six categories described below.

BASIC CRITERIA FOR ALL MGV VOLUNTEER SERVICE:

1. The activity has a strong, educational focus related to plants and/or the environment.
2. UWEX and/or its role is plainly identified in one or more of the following ways:
 - Signage with the UWEX and/or SEWMG logo, or
 - Educational literature provided to participants of the activity; such as, Gardening Resources, the Gardening Publications brochure, the SEWMG Program brochure, gardening fact sheets/handouts, etc.
 - The partner and/or sponsoring organization, if applicable, acknowledges UWEX and/or the SEWMGs in their literature and/or signage.
3. You represent yourself as a UWEX MGV while performing the activity by wearing your SEWMG nametag and if available logo wear, **AND** you introduce yourself and the UWEX/MGV program if possible.

CATEGORIES OF ACTIVITIES:

YOUTH

1. Youth focused garden or youth activity related to gardening or the environment; even if you do not work directly with youth but the activity/program/event supports youth education.

COMMUNITY EDUCATION

2. Approved garden project or educational project – the following criteria must be met:
 - Garden Project:
 - A *Garden Project Profile* and *Garden Project Partner MOU* must be submitted and approved by UWEX Hort Educators.
 - A *Garden Project Annual Report* form must be submitted each year by September 15.
 - A minimum of 50% of the plants need to be labeled; or there is educational signage on gardening principles or techniques; or public educational programs are conducted by UWEX/MGV.
 - Educational Project:
3. Event booth/display/exhibit directed primarily to an adult audience.
4. Plant problem assistance / plant health advisor.
5. Presentation/workshop/class for an adult audience.

SUPPORT

6. Support through service to the SEWMG, UWEX, and WIMGA. This includes the Plant Sale.

Note: all forms and documents are available on the SEWMG website at
<http://fyi.uwex.edu/sewmq/documents/>