



## Goshen County Master Gardener Volunteer Committees

In the pursuit of achieving the annual commitment twenty (20) volunteer hours, Master Gardener Volunteer Committees can be formed to plan, implement and evaluate local educational opportunities related to community and home horticulture needs.

A Master Gardener Volunteer Committee is the primary method in which Active and Apprentice volunteers carry-out service projects and activities in Goshen County. Upon the conclusion of the activity, the Volunteer Committee will end. Active and Apprentice Volunteers may choose to participate on multiple committees simultaneously or participate one committee at a time.

*Responding to horticulture inquiries from the Extension Office and yard calls **do not** need to complete this process. If you are willing to volunteer in these capacities, please contact the Extension Office.*

Master Gardener Volunteer Committees recognize that:

- UW Extension, Goshen County is responsible for facilitating meaningful volunteer opportunities and ensuring appropriate commitment to the high standards of the Wyoming Master Gardener Program.
- UW Extension and Master Gardener Volunteers provide unbiased, research-based information related to plant health care.
- UW Extension and Master Gardener Volunteers assist Wyoming residents with diagnosing plant problems and provide research-based pest management recommendations for insects, plant diseases and weeds.

Master Gardener Volunteer Committee membership:

- Membership will vary per the needs of the group and the scope of the proposed activity.
- Each committee will include:
  - Master Gardener Volunteers interested in supporting the activity
  - UW Extension Educator
  - Community Partners may be invited to serve on the committee
- The time commitment on the committee will be for the length of the project

Master Gardener Volunteer Committee Leadership:

- Each Committee will identify a leader to coordinate meetings, communicate with Extension Educator and committee members, encourage forward momentum and ensure a timely submission of report documentations.



#### Master Gardener Volunteer Committee goals and process:

- Establish goal(s) of activity/project.
- Must submit a project proposal and budget *at least* 30 days prior to the proposed activity.
- Plan, implement and evaluate a horticulturally related educational opportunity for the residence of Goshen County.
- An evaluation must be submitted *no more than thirty (30) days* after the activity has concluded.
- Final budget, income and reimbursement receipts must be submitted *no more than thirty (30) days* after the activity has concluded. Reimbursement requests received after 30 days will not be fulfilled.

#### Master Gardener Volunteer Committee meetings:

- Committee will meet as needed.
- Leader will work in partnership with Extension Office to establish location, time and style (virtual vs. in-person) of meetings.

#### Master Gardener Volunteer Committee communication:

- Upon approval of proposed project, Extension Educator and Project Leader will notify other Master Gardener Volunteers of project opportunity.
- Committee notes must be shared with Extension Educator and committee members within one week of the meeting.