

2011 Master Gardener™ Volunteer Log Sheet Totals

This form is intended for Metro area Master Gardener Program Volunteers only

INTERN MG _____
 VETERAN MG _____ 1st year of training _____ Would you like a yearly Certificate of Appreciation? YES _____ NO _____



NAME _____ COUNTY _____

PHONE _____ EMAIL _____

VOLUNTEER HOURS						
	Direct Service Educational Role	Indirect Service Support Role	Veteran Recertification	Your Own Continuing Education	Lbs. of Produce Donated to Food Bank	Mileage (for your personal taxes)
TOTALS						

Interns – 66 Total hours required (40 - Direct Service Educational Role *plus* 26 – Indirect Service Support Role)

Veterans - 25 Total hours required (a *minimum* of 15 should be Direct Service Educational Role)

Direct Service Educational Role- describes Master Gardeners acting as educators on behalf of OSU Extension in the following pre-approved program 'teaching' activities only: Phones (in office and MG Dx work), clinics (*current* partners at Farmers' Markets, Garden Shows, fairs, garden centers, zoo, Tyron), Speakers' Bureau, Formal/public instruction (10-minute University and other educational outreach mechanisms.) *It may also include preparation time for these events.*

Indirect Service Support Role - describes Master Gardeners acting in either educational or support roles within partnerships established with other agencies, organization, or OMGA Chapters in pre-approved program activities: Chapter meetings (1 hour max. each meeting), Demo gardens (Chapter managed-Multnomah Co. at Learning Garden Lab or Washington Co. at Extension office and fairgrounds), Extension managed sites (Hopkins Demonstration Forest). Also includes: Garden tours (chapter sponsored or other established partners), Clackamas Spring Garden Fair (non-clinic activities), Pittock Mansion, Rose Test Garden non-clinic activities, Crystal Springs Rhododendron Garden, Peninsula Park, Portland Memory Garden, Doernbecher, Champoeg, Oregon Food Bank, School and community gardens, MG Interest Group (1 hour max. each mtg.) and NWREC Curation Group, Starlight Parade, plant sales, MG Advisory Committees, Newsletter articles, activity/class coordinators, special skills work (office support, website & computer support), MG fundraising or promotional events and *other program pre-approved activities.* (Contact program office for *Criteria for Metro Master Gardener Project Selection* form for project approval.)

Services that Do Not Qualify as Volunteer Hours - service performed on behalf of another person or organization or that has not been pre-approved by the metro MG program staff, attendance at training/classes for your own continuing education, attendance at spring or fall recertification classes or "*" MG training classes (see *Veteran Recertification* section below) or any service or activity where you receive pay. (Contact program office for *Criteria for Metro Master Gardener Project Selection* form for project approval.)

Lbs. of produce donated to food bank- from your private garden or community garden. Make sure not to double report a group donation such as from a demo garden.

Mileage- Keep track of mileage for your own personal tax records. Check with IRS for deduction rates (hours traveled are not counted as MG volunteer hours).

VETERAN RECERTIFICATION: List total hours (12 required or take test)

Certification as a Master Gardener is valid for one year. Recertification is required annually. Interns don't have to recertify for their first two years of volunteer service.

Note: Attendance at recertification trainings does not count towards your volunteer hours.

Recertification Classes at 2011 MG Training: Recertification Classes: November 2010 April 2011 **or** ✓ Test:
 (3 hours for each * training class) (Total hours) (6 hours each session) (6 hours) (6 hours) (completed)

Please note: You are only considered a volunteer for OSU by submitting your volunteer hours.

Attach all log sheets and mail to: MG Volunteer Hours, 200 Warner-Milne Rd., Oregon City, OR 97045 or Fax to 503-655-8636 by OCTOBER 1st.

