

Monthly Log Sheet

Name: _____ Phone: _____ Month: _____

Answer/Plant Clinic: Regularly scheduled at WSU Extension Office & Farmer's markets							
Date	Start	Finish	Event & Location	Contact	M	F	Ethnicity

Ethnicity Select only from these choices: White, Black, American Native, Hispanic, or Asian/Pacific Islander—include this info only when not already included on clinic log sheets for the clinics

Date	Start Time	Finish Time	Total Hours	Event & Location	Continuing Education*	Demonstration Garden*	Other Education Delivery*	Program Support*	Stormwater Education*	Community Gardens *

* Descriptions for each category are listed on the reverse side of this page

Examples of other educational outreach: *(You can find this information and more in your Master Gardener Handbook)

- *Classes, workshops, and seminars* – These consist of locally held talks on horticultural topics or Extension- sponsored gardening classes given by MG's. MG's must fill out and turn in "Speaker Summary Form's" to Colleen Miko for each occasion.
- *Garden tours* – These are guided tours of gardens and parks to teach about plant materials, gardening practices, and/or problem diagnosis; MG's may attend or host tours
- *Demonstration/Learning gardens* – These highlight the unique horticultural aspects of local areas and demonstrate plant cultivars and gardening techniques.
- *Exhibits and information booths* – These can be staffed educational exhibits at local community events such as safety or educational fairs, festivals, farmers' markets, and home and garden shows where MG's meet with the public.
- *Youth outreach/gardening programs* – When MG's teach gardening to children in classrooms, demonstration gardens, 4-H activities, home school or at exhibit and information booths at children's events.
- *Educational articles* – MG's can write for newsletters, newspapers, magazines, or the Web and should be reviewed by Extension faculty or staff prior to submission for publication.

Program Support:

- *Project leadership*- Leadership opportunities may be available to manage or coordinate projects throughout the county.
- *Mentors* – Mentors provide assistance to trainees during training and as they start their volunteer work.
- *Office assistance/other support roles* – organizing plant clinic files, keeping bulletins up-to-date, creating or revising educational materials, recording volunteer service hours, answering the phone, filing, and/or inventorying. Experience in leadership, public relations, fundraising, computer science, public speaking, writing, graphic design, photography, carpentry, woodworking, or related skills are invited to share their talents to support the WSU Extension MG program.

Continuing Education:

- Approved horticultural education such as WSU Extension Kitsap MG training, MGFKC monthly seminars, MG conference horticulture education by green industry trade groups and some programs presented by local nurseries.

Stormwater Education:

- Classes and outreach related to Rain Garden Mentors, Stream Stewards, Shore Stewards, Native Plant Advisor or Beach Watcher programs.

Community Gardens:

- This category is used to report time spent coordinating, educating or working in P-patches only

Return the form to:

WSU Kitsap County Extension
Attn: Colleen Miko, Horticulture Coordinator
345 6th Street, Suite 550
Bremerton, WA 98337
Email: cmiko@co.kitsap.wa.us
Phone: (360) 307-4378
Fax: (360) 337-4864

Use additional sheets if necessary or make extra copies of this form. You may download additional copies of the form from the WSU Kitsap County Extension Website MG Resources page at:

<http://county.wsu.edu/kitsap/gardening/Pages/MGResources.aspx>