

Instructions for the completing the Project Form for approval

All projects must be approved by the local Extension educator and should align with [UW-Extension's Educational Priorities](#).

Some examples of volunteer projects can be found at:
<https://wimastergardener.org/volunteer-projects/>

After completing the form, send as an attachment to Amanda L. Cauffman, Grant County Agriculture Educator, amanda.cauffman@wisc.edu. The project will be entered into the ORS.

After approval recipient will be notified along with the president. If requesting funds, that will need to be approved by the membership.

Thank you for contributing your efforts for the Grant County Master Gardeners Program.

Project Approval Form / ORS Entry Form

*Name of MGV*_____ *Phone*_____ *Email*_____

Project Name

Project Description

Purpose

Expected Outcome

Activity Theme (select one)

Food Safety, Security and Health
Resilient and Productive Environments
Strong Economies
Thriving Youth, Families, and Communities

Activity Audience (select one)

Adults
Audiences w/ disabilities
Incarcerated
Low-income
Other audiences
Protected Audiences (Race, Ethnicity)
Protected Audiences (Women)
Seniors/Elders
Veterans
Youth

Fund request on back.

Guidelines:

1. The funding for a presentation /project must benefit a nonprofit organization and not charge an admission fee.
2. The total funding amount, if approved is preferred to be spent by November of the current year but may be carried over into the next year only.
3. To receive the approved funding, turn your receipts into our current treasurer individually or as a group. Receipts may be mailed, scanned and emailed, or submitted at a meeting.
4. Photos are encouraged to share with the group!

Fund Request

1. Is this the first time requesting funds? Yes No
2. If no how, much did you receive last year? \$
3. How much are you requesting? (\$250 maximum) \$
4. Itemize a list of what the money will be used for.
5. Please list other funding sources, material donations, or volunteer labor other than MG.V.