 **Project Year End Project Report 2023**

Add your information after each question, and **please describe** any “yes” or “no” answers.

**Our Vision**

Maryland Master Gardeners envisions a healthier world through environmental stewardship.

**Our Mission**

Maryland Master Gardeners support the mission of University of Maryland Extension by educating residents about safe, effective and sustainable horticultural practices that build healthy gardens, landscapes, and communities.

**1. Project Overview**

a. Project Name and Location?

b. Chair and Co-Chair:

c. EAB Project Advisor:

**2. Education**

*Purpose or Goals of the Project: The WHAT -- details of your project’s horticultural education services.*

a. What was the main educational component or “meat” of your project?

b. Who did you teach? What did you teach?

c. Did you and/or the MGs on your project learn something new while working on the project?

3. **Community Outreach Activities**

*The HOW – details of your project’s activities.*

a. Did you have advertised meeting times for public attendance or participate in publicized activities sponsored by your project or other groups?

b. Did you provide “take-away” items, such as brochures, HGIC bulletins, or other educational materials? Did you also provide information to promote the MG program?

c. Did you speak with the public about your project and Master Gardeners?

e. Does your partner organization regularly credit MGs for their work with public acknowledgement of UMD Extension?

f. Did you provide articles and photos for publication about your project?

g. Did you update your Project Description on the UMD Extension web site at least once this year? Did you provide new photos?

*4.* **Impact**

*The SO WHAT? of what we do.*

a. How did your project benefit Maryland residents?

b. Do you have any anecdotes or feedback on the impact your project has had on the community?

c. Did you write a Success Story for UMD Extension?

d. Did your project receive an award or recognition from anyone, such as a partner organization?

e. Did your project meet its goals and expectations from the previous year?

**5. Involvement with the MG Community**

a. Did your EAB Project Advisor interact with you throughout the year?

b. Did you attend the Project Chair meeting?

c. Did you promote other projects and their purposes?

d. Did you participate in joint events?

e. Did you attend the February meeting to invite participants to your project? (mandatory for chair or chair’s representative)

f. Did you send articles or pictures, remembering to include the Newsletter, Facebook, the web site?

g. Did you deliver a short project talk at a monthly meeting?

h. Did you speak about your project to the incoming intern class? Did you contact and invite interns throughout the year to participate in your project’s activities? How many interns participated in your project?

i. How did you foster a team spirit among your project participants? Did you hold regular team work days?

j. Did you have special training sessions? (Describe what topics and how many sessions.)

**6. Miscellaneous**

a. Did you apply for and/or receive AAMG funding, donations, or grants? If you received a grant that requires a final report, please include a copy of it. Just my budget and donations

b. Do you have MG property bought by or donated to your project? (e.g., books, tools, signage, etc.)

**7. Goals for next year**

a. Should your project continue next year?

b. What would you like your project to achieve next year?

c. Please provide at least 3 goals and their objectives.

**8. Did your project meet the Master Gardener Mission as stated on page 1?**

Submitted by:

Date: