



Florida Master Gardener Volunteer Awards of Excellence Instructions

Each county is allowed one entry per category. Although your Master Gardener Volunteer Coordinator may have been heavily involved in this effort, only the efforts of the Master Gardener Volunteers themselves are to be evaluated. Points will be deducted if it is perceived that most of the effort or submission of entry forms came from the Master Gardener Volunteer Coordinator.

Only efforts made **between August 1, 2022 and August 1, 2024** will be considered by the judges. Only new or re-certified active Florida Master Gardener Volunteer are eligible. In the event your entry does not take top honors in this category this year, we would encourage you to improve your submission and resubmit your entry again should you *repeat* or *continue* this project. If your project has won in **any** year, it **cannot be re-entered** again, despite any significant changes in format or participants.

Judges for the awards shall be appointed by the State Master Gardener Volunteer Coordinator, University of Florida. Decisions by the judges will be final.

ALL APPLICATIONS MUST BE SUBMITTED IN ELECTRONIC FORMAT IN THE FOLLOWING MANNER:

- Application form, photos, and supporting materials must all be in PDF format and packaged into one document.
- Entry Form
 - 1 form per entry
 - Typed
 - Signed by Master Gardener Volunteer Coordinator
 - Appropriate category checked
- Award Application
 - 12-point font
 - NOT to exceed 3 pages in length (must include 150-word project executive summary)
 - Supporting materials (where requested) are not included in the 3-page limit
 - No more than 8 photographs in addition to 3 pages of text

Please complete and return this entry form by **August 23, 2024** to Wendy Wilber.



Florida Master Gardener Volunteer Awards of Excellence Outstanding Master Gardener Volunteer Team Judging Sheet

This award recognizes the **team** of Master Gardener Volunteers who foster cooperation, collaboration, and open communication to achieve a specific goal in the Master Gardener Volunteer program and/or the gardening community. These teams should exhibit one or more of the following:

- Work effectively as part of a team to accomplish a task or meet a goal
- Create a team environment that promotes communication, trust, cooperation, and respect for differences
- Contribute to a group effort which has significant impact on Master Gardener Volunteer program goals
- Builds collaborative relationships across different groups to define and solve problems and achieve specific goals.

Teams are, in general, more than one but fewer than twelve people. Teams can work in the community, at the extension office, or in an advisory committee role. Examples of teams include advisory committees, officer teams, and demonstration garden teams.

See the Award of Excellence Instructions for submission rules. For this award application, cover the following in your 3-page narrative.

- Summary (10 points)
 - A descriptive summary of your team project. Your application will NOT be judged without this summary included.
- Scope of Team Project (25 points)
 - Explain the purpose of the project. Who were the target audiences who might benefit from this project? List collaborative partners. Provide the budget for the project. How was the project made better with effective teamwork?
- Teamwork (25 points)
 - Describe communication and organization strategies of your team.
- Outcome (25 points)
 - How many people participated in the team and what were their duties? Provide a written account with pictures (optional) of team project success. Describe the publicity received. How was the project made better by teamwork? What was the potential impact on the community or audience? How did you evaluate this program?
- Learnings (15 points)
 - Describe any challenges encountered you encountered or things you might change if you were to do the project again.



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County:	Project Name:		
Category	Possible Points	Points Awarded	Notes from Judge
<u>Summary</u> Descriptive summary of the team project. List provided of all Master Gardener Volunteers who participated in this project and their roles.	10		
<u>Scope of the Team Project</u> Good explanation of the purpose of the project. Target audiences described. Community partners listed and budget provided	25		
<u>Teamwork</u> Description of communication and organizational strategies of the team provided. Description of effect teamwork	25		
<u>Outcome</u> Narrative and photographs if applicable that demonstrate the finished team project. Publicity about the project demonstrated. A strong description of the impact on the community or target audiences by the team.	25		
<u>Learnings</u> Describe any challenges you encountered or things you might change if you were to do the team project again.	15		
Total Points	100		