



Alabama Master Gardener Program

Volunteer Request Form



Please complete the following project proposal and return it 30 days in advance of your request date. Return this to the county Extension office or a Master Gardener volunteer. Thank you for your interest in our community!

Organization _____ Phone _____

Address _____ City/Zip _____

Date Submitted _____ Location of Project _____

Date and Time of Proposed Project _____

Describe the proposed educational activity, event, or teaching space {e.g., plant clinic, speaking engagement, teaching garden} _____

What tasks will the Master Gardener volunteer be asked to perform?

- | | |
|-----------------------|------------------------|
| A. Landscape Design | F. Renovation |
| B. Consulting | G. Cost Analysis |
| C. Plant Installation | H. Educational Program |
| D. Soil Preparation | I. Vegetable Garden |
| E. Hard Construction | J. Other _____ |

Based on the type of project, describe your proposal in detail. **Use an attached letter for clarity.** If this is related to a garden space, how do you plan to maintain it? Specifically, how can our members meet your horticultural education needs? Use the following list of considerations as a guide:

- Indicate an estimated budget for this project.
- Give the names of individuals responsible for purchase of materials.
- List other volunteers {e.g., organizations or groups} who will be assisting with this project.
- With what portion of this project will other volunteers be assisting?
- Give the names of individuals responsible for maintenance and care of plantings after plant installation.
- Outline your annual plan for maintaining this project.
- Describe how your project will benefit the community, and tell us why you chose the Alabama Master Gardener Association to assist you.