

UME Master Gardener Program Activity Definitions

Instructions

When reporting volunteer service hours online using the UME Master Gardener Volunteer Management System (VMS), please use the list of UME Master Gardener activities below. For assistance, please contact your UME Master Gardener Coordinator or VMS Admin.

Administrative

Approved administrative activities include the following, but are not limited to:

- assist the UME Master Gardener Coordinator during the UME Master Gardener trainee application process (e.g. screening applications, conduct applicant interviews, etc.)
- assist during UME Master Gardener Basic Training (e.g. arrange training schedule, prepare training materials, etc.) Please note that preparing food for the training days is not considered volunteer service.
- create and distribute UME Master Gardener communications (e.g. newsletter, website, and email announcements)
- plan, implement, and document UME Master Gardener monthly meetings, committee meetings, and recognition ceremonies
- assist with UME Master Gardener plant sales and other fundraising activities (if not directly related to any of the other activity categories)
- manage electronic platforms and IT issues (eg. VMS admin, social media admin, and miscellaneous IT troubleshooting)
- write and generate program reports

Ask a Master Gardener Plant Clinic

During Ask a Master Gardener Plant Clinics, UME Master Gardeners assist the public by answering plant, lawn care, landscape, and pest problems. This can occur face-to-face at local events, libraries, farmers markets, and at county/city Extension offices. Q & A interactions can also occur via phone, email, radio, tv, and via a livestream online platform.

Bay-Wise Program

During UME Bay-Wise programming, UME Master Gardeners educate the public about UME Bay-Wise landscape management best practices and conduct one-on-one site visits at private/public properties to help qualify the properties for the following certifications: UME Bay-Wise Maryland Yardstick for Landscapes and UME Bay-Wise Maryland Yardstick for Vegetable Gardens.

Composting



Approved composting activities include the following, but are not limited to:

- backyard and community composting
- composting maintenance and hands-on demonstrations at UME Master Gardener Demonstration Gardens
- soil conservation and improvement
- soil testing
- fertilizer use
- urban nutrient management

Demonstration and Historic Gardens

Use this activity category only if the volunteer service hours are not directly related to any of the other activity categories. Approved demonstration and historic garden activities include educational outreach and approved garden maintenance at approved demonstration and historical gardens.

Grow It Eat It



Approved Grow It Eat It activities include the following, but are not limited to:

- teach and promote backyard and community food production
- develop Grow It Eat It related presentations, teaching tools, and supporting educational materials
- create marketing materials for a Grow It Eat It garden, event, or fundraiser (e.g. signage, announcements, online campaigns, handouts, and display boards)
- maintain vegetable, fruit, and herb educational areas in approved UME Master Gardener Demonstration Gardens (these gardens should be used for demonstration purposes and to produce food donations for local food banks)
- write articles for print and digital media about Grow It Eat It topics

Native Plants



Approved native plant activities consist of educational outreach regarding native plants and invasive plants. Native Plant activities include the following, but are not limited to:

- teach classes and workshops on native plants and invasive plants
- collect, save and distribute native plant seeds
- maintain native plant educational areas in approved UME Master Gardener Demonstration Gardens
- write articles for print and digital media about native and invasive plants

Pollinators



Approved pollinator activities include the following, but are not limited to:

- teach classes and workshops on identifying native and non-native insect species or how to attract beneficial insects (pollinators and natural enemies) to a garden
- IPM-Integrated Pest Management
- maintain pollinator educational areas in approved UME Master Gardener Demonstration Gardens
- write articles for print and digital media about pollinators and natural enemies

Special Events

Use this activity category only if the volunteer service hours are not directly related to any of the other activity categories. Approved special events include the following, but are not limited to:

- an information booth at an event such as a county or state fair, Earth Day event, and plant sale
- garden tours or walk and talk events
- participate as a UME Master Gardener “judge” for a local garden contest or at a fair event
- partner with other organizations to conduct local events and activities which promote the UME Master Gardener Program

Therapeutic Horticulture

Being inclusive of all Maryland residents is a program goal. During approved UME Master Gardener therapeutic horticulture activities, UME Master Gardeners offer specialized educational horticulture programming to vulnerable populations. All UME Master Gardener therapeutic horticulture activities should be conducted under the supervision of and in accordance with the rules and regulations of both the University of Maryland and the partnering facilitator. UME Master Gardener Therapeutic Horticulture activities include the following, but are not limited to:

- partner with assisted living facilities, hospitals, schools, public gardens, nonprofits, or other local organizations/programs to offer UME Master Gardener Therapeutic Horticulture programming
- maintain gardening areas within approved UME Master Gardener Demonstration Gardens for therapeutic horticulture purposes

Please note, UME Master Gardeners have not received training to practice Horticultural Therapy and are not trained as professional Horticultural Therapists.

Other

Use this activity category only if the volunteer service hours are not directly related to any of the other activity categories. Approved activities in the *Other* category include the following, but are not limited to:

- approved community greening and beautification projects
- participation in approved University of Maryland research projects
- mentor UME Master Gardener Intern(s)/Transfer(s)
- educate about plant care requirements and plant and insect identification (if not directly related to any of the other activity categories)
- IPM-Integrated Pest Management (if not directly related to any of the other activity categories)
- partner with local organizations (e.g. Junior Master Gardener Program, 4-H Youth, Scouts, etc.) to conduct local events & activities which promote the UME Master Gardener Program

Activity Name Examples	Correct	Not Correct
I developed a lesson plan, PowerPoint presentation, and supporting educational materials (e.g. handouts and a hands-on activity) for a pollinators workshop series at a local library.	Pollinators	Administrative
I planned and organized a Grow It Eat It demonstration garden event.	Grow It Eat It	Administrative Demonstration and Historic Gardens
I taught a lesson about pollinators during a Grow It Eat It workshop series.	Grow It Eat It	Pollinators
I taught a lesson about bay-wise gardening practices during a native plant event.	Native Plants	Bay-Wise Program
I educated a homeowner about native plants during their Bay-Wise Certification.	Bay-Wise Program	Native Plants
I planted and maintained a vegetable garden at a historic garden.	Grow It Eat It	Demonstration and Historic Gardens
I maintained a pollinator garden area within our UME Master Gardener Demonstration Garden.	Pollinators	Demonstration and Historic Gardens
I created marketing and educational materials for a native plant sale fundraiser (e.g. signage, announcements, online advertising, handouts, and display boards).	Native Plants	Special Events
I created marketing and educational materials (signage, announcements, online advertising, handouts, and display boards) for a UME Master Gardener booth at the state fair.	Special Events	Administrative