**Arkansas Master Gardener Project of the Year Award**

Submission Deadline is January 15th via email to C76RRR@gmail.com.

If handwritten, please write legibly.

MG Program Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

MG Program Size: \_\_\_\_\_\_ active members (reported hours) and \_\_\_\_\_\_ total members on rolls

(NOTE: These data are available from your local program’s Online Hours Reporting Manager)

Name of MG Contact Submitting Nomination: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

MG Contact Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Phone:\_\_\_\_\_\_\_\_\_\_\_

Signature and Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project Inception Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Number of MGs who worked the Project last year: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Total MG Project hours worked last year: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project Chair Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Chair Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_

Assistant Chair Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Ass’t. Chair Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Indicate if Co-Chairs are equal partners or Chair is leader: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

MG President Name:­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

President’s Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature and Date (cannot be the Nominee): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Program Extension Agent/Staff Chair Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Agent’s Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Phone: \_\_\_\_\_\_\_\_\_\_\_\_

Signature and Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Arkansas Master Gardener Project of the Year Award**

**Guidelines**. This award is open to all sanctioned projects within an MG program EXCEPT: a) those that have won Project of the Year or b) Excellence in Education (EIE) in the last 5 years. Renomination of a previously winning Project or EIE 5+ years ago requires substantial new documented and measured results. Statewide Master Gardener events (e.g., hosting State Master Gardener Conference) are NOT eligible for this award.

The **nomination must not exceed 800 words**. (Note that required nomination title, subheadings (to break up lengthy text passages) and image captions are NOT part of the document word count.) Please submit the following information:

1. Give a description of the project including how it started and its evolution to today, the project’s location, intended audience(s), and current project goals. List the number of MGs who worked the project and total MG project hours. Be sure to identify all project partnerships, their roles and contributions to the project. Place all the requested data under the subhead **Project Description**. (40 points)
2. Identify the project’s impacts on the intended audience(s), MG program, Extension Service and county. Be sure to include how the project impact was measured and evaluated. Place all the requested data under the subhead **Project Impacts**. (40 points).
3. Discuss the ease of replicating the project, how the project was funded and how much it cost to implement and maintain. Place all the requested data under the subhead **Project Budget and Replication**. (10 points)
4. Submit 5 high-resolution action-oriented digital images in JPEG format embedded at the end of your nomination; some of the images should be close-ups of a few individuals interacting (not all group shots). Identify via captions who is in the image, the project name and site, and MG work being performed. Images should provide support, clarify and enhance the understanding of the nomination narrative. Digital images may include photographs, garden planning/layout sketches, newspaper clippings, etc. (10 points)

**Winning nominations** will be presented as a short video at the AR MG State Conference, then nomination material highlights may be made available on the publicly accessible AR MG website. Please have numerous additional images available to enhance the video. **Please note that parent/guardian-signed UADA permission slips are required for minors; if permission slips are not on file, blur their facial features.**

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**Ensure all nomination forms are completed, signed and dated before submitting.**

**All entries must be sent electronically with 2 attachments in one email; do not combine the application form and nomination form or it will be disqualified. (Also create a separate email for each award category.)**

1. The completed and physically signed application form with at least 3 qualified physical signatures (page 1, which may be submitted as a PDF or image). This application form is used by RRR to verify nomination authenticity. The application form is not sent to the judges.
2. The completed, clearly labeled ([year], [category], [nominee], [program name] and [number of active and number of total members]) nomination form, including images with captions, as a Microsoft Word, Google Doc or Apple Pages attachment; do not send a PDF. **This nomination document is forwarded to the judges.**

RRR prefers all program nominations be submitted on the same day.

**Submit nominations electronically via email to the AR MG County 76 Recruiting, Retention and Recognition Project at** **C76RRR@gmail.com** **by January 15th.**

**For guidance in writing effective entries (based in large part on judges’ comments), see:**

1. 2025 Arkansas Master Gardener Awards Updates Overview.
2. Arkansas Master Gardener Awards Process and Deadlines.
3. Checklist for Writing an Effective Arkansas Master Gardener Nomination.