The Extension Master Gardener Poster Sharing Forum is a program developed to recognize and share the wonderful Extension Master Gardener (EMG) volunteer projects occurring throughout Michigan. The program coincides with the Master Gardener College.

We hope to inspire you to share your projects at the 2020 Master Gardener College in June! This is a great opportunity to network with EMGs from across the state, share your project ideas, and grow your own project. Inspire others and be inspired!

Entries to the EMG Poster Sharing Forum will be evaluated and the top three entries will be given first, second, and third place prizes. If a large number of submissions are received, project evaluations may be done by categories rather than all together. All Poster Sharing Forum applications must show that meaningful learning occurred for the project audience.

Develop a description of an EMG volunteer project and submit it in poster format for the Poster Sharing Forum. All submissions are appreciated and will contribute to the exchange of ideas! Posters submitted for the EMG Poster Sharing Forum will be evaluated and can receive recognition and prizes in these ways:

1. The top 3 posters will receive recognition at Master Gardener College.
2. Voting by your EMG peers will take place at Master Gardener College to choose the top ‘Peer Preferred’ project.
3. Every submission will receive a recognition item to display at the project site.
4. Projects will be highlighted on the MSU Extension Master Gardener website.

A poster submission must meet the following criteria to qualify for an award:

1. Choose the category that best fits the project. Only ONE poster per project may be submitted:
   a. Community (Beautification or Quality of Life)
   b. Environmental Stewardship
   c. Food (Community Gardens, General Gardens, Produce for Donations)
   d. Outreach Events
   e. Program Support
   f. Youth
   g. Innovative Projects (projects outside of other categories)

2. Projects entered must have completed a full season to qualify. Projects that were previously awarded 1st, 2nd, or 3rd place as well as ‘Peer Preferred’ in the 2016 or 2017 Extraordinary Project Search or the 2018 Project Sharing Forum will not be able to re-enter the 2020 Poster Sharing Forum. The same groups are, however, encouraged to submit different projects.

3. Simple to replicate: A goal of the poster forum is to share unique ideas and programs that can be replicated by other EMG groups. A step-by-step “how to” guide on the creation of each

**Questions?** Contact Irene Donne (517) 552-6908 donneire@anr.msu.edu
project is recommended, in order for all attendees to learn how to improve and/or create local projects within their communities.

4. **Practical:** An ideal project is one that is easy to use and works well for the situation. It is intended to look for the best possible way to meet the needs of your community. For example: Establishing a community food garden within a community, or implementing school gardens to satisfy a science curriculum for students.

5. **Innovation:** We value projects that reflect the original and creative ideas that make each group special, or one that reflects the personalities of the EMGs who are working on it.

6. **Educational:** All submitted projects should have a visible educational impact.
   a. Projects must be available to all persons without regard to race, color, sex, disability, religion, age, veteran status, political beliefs, sexual orientations, national origin, and marital or family status.
   b. Projects should extend the resources of the University to the public wherever they live, helping them use knowledge to solve problems at work, at home, and in their communities.
   c. Information provided should be University research-based.
   d. Explain what information people learned and the number of people impacted by the program.

**APPLICATION INSTRUCTIONS**

1. Applications for the Poster Sharing Forum must be completed by a **Certified Extension Master Gardener** involved with the project (this could be the project chair, or any other project contributor). **Local staff and/or coordinators are not eligible to apply on behalf of a project.**

2. The poster:
   a. The poster size must be a **minimum** of 22” x 28” and a maximum of 4’ by 6’ or on a tri-fold display board.
   b. Use a font size that will be legible and minimum 24 point.
   c. Use a variety of photographs to show the merits of the project.
   d. **Photo releases must be provided for all individuals in the photos** or as required by the applicable laws of Michigan. A template photo release is available on the Master Gardener College website.
   e. Include the State Project Category on the poster.
   f. If entry is chosen for recognition, applicant must be willing to provide information highlighted in the poster in an electronic format after judging is complete. Applicant will be contacted by a member of the planning committee.

5. The poster and all associated paperwork need to be present at Master Gardener College in order to compete for the prizes.

**Questions?** Contact Irene Donne, (517) 552-6908, donneire@anr.msu.edu
6. POSTER CHECK-IN WILL BE AT THE MASTER GARDENER COLLEGE REGISTRATION DESK ON FRIDAY, JUNE 12, 2020, 7:30-8:15 a.m., 12-12:45 p.m. or 4:30-5 p.m.

CRITERIA FOR SELECTION OF THE TOP PROJECTS

- Poster submissions will be evaluated on a 100-point scale. Evaluation will take place at 5 p.m. on Friday, June 12.
- Depending on number of entries, posters may be evaluated per category.
- All poster submissions are evaluated independently by a panel of judges, chosen by the Master Gardener College Planning Committee.

CRITERIA FOR CHOOSING A WINNER

The winner (first place) will be chosen using the following criteria.

a. Simplicity of project (easy to replicate)  10 points
b. Practicality, usefulness or relevance of project for situation  10 points
c. Originality or creativity  20 points
d. Consistent with Extension and MGP missions  20 points
e. Clarity and completeness of poster  10 points
f. Did significant learning occur?  20 points
g. Number of people impacted  10 points

TOTAL:  100 points

All of the judges’ scores will be totaled and divided by the number of judges.

CRITERIA FOR WINNING THE PEER PREFERRED PROJECT

There will be an opportunity for EMGs to vote on their project of choice, which will then be awarded the Master Gardener Peer Preferred Project award.

Voting will occur Saturday, June 13 during Master Gardener College between the end of registration and the start of the third concurrent session.

Winners from the EMG Poster Sharing Forum will be announced at the end of Master Gardener College during closing remarks. Honorable mentions will also be recognized during this time.