****

****

**WVU EXTENSION SERVICE
MASTER GARDENER ANNUAL ACTIVITY LOG**

NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ COUNTY: \_\_\_\_\_\_\_\_\_\_\_ YEAR: 2021-2022

|  |
| --- |
|  |

|  |
| --- |
|  |

 **Please check one:** New Master Gardener Master Gardener Recertification

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Date** | **Activity Description**  | **Volunteer Hours \*** | **Education Hours** | **Mileage** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  | **TOTALS:** |  |  |  |

\* Include roundtrip travel time *only* for volunteer activities. You may choose to track mileage & vehicle expense for tax purposes; it is not required by WVU Extension.

Recertification requirements are **10 hours of education and 20 hours of volunteer service** each year. Initial certification requirement for Interns is **40 hours of volunteer service** their first year.

Note: The reporting year is from October 1 to September 30. **This form is due September 30th each year**.

Sign, date & return to Berkeley County Extension Office: 400 West Stephen St. Ste 302, Martinsburg WV 25401

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Date** | **Activity Description**  | **Volunteer Hours \*** | **Education Hours** | **Mileage** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  | **TOTALS:** |  |  |  |
|  | **Enter combined total of Page 1 and Page 2:** |  |  |  |

*Thank you for your service!*