MASTER GARDENER
UNIVERSITY OF WISCONSIN–MADISON
DIVISION OF EXTENSION

SouthEast Wisconsin Master Gardeners
BUDGET REQUEST
Due by September 10 each year

If funding is needed, please submit this form <u>with the completed Project Annual Report form</u> to SEWMG Finance Committee, c/o Valorie Sangsland, 12580 W. Weatherstone Blvd., New Berlin, WI 53151 or Email *(preferred)* to: vjsland@gmail.com

Garden/Project/Committee Name: _____

Submitted By: _____ on _____ For: _____
　　　　　　　　　　　MGV Name　　　　　　　　　　　　　　　Date Submitted　　　　　Year

Net Amount Requested: $_____

Location: ☐ Milwaukee Co. 　　☐ Waukesha Co.

1. Description of educational project or garden project.

2. Detail your plans for next year – garden projects, educational projects, signage, literature etc. How do you measure your success? (i.e., number of people reached, educational programs, lbs. of food donated, etc.)

3. If the budget amount requested is a major change (greater than $100 increase from last year), please explain.

4. Overview of income and/or expenses. Does your project provide income to SEWMG? If yes, please provide projected income for the upcoming year. Please provide detail indicating how the requested budget will be spent; and if your request is greater than $500, additional detail must be provided on the attached form.

5. How will this project benefit the SEWMG program? *(Complete this section only if your project or committee is non-public facing, such as picnic committee, sunshine committee, etc.)*

6. How will this project support the SEWMG mission statement: "To support and assist UW-Extension in community horticulture programs through volunteerism, education, and environmental stewardship." *(Non-public facing committees do not need to complete this section).*

7. Discuss your project with your partner organization and list below the funds and supplies the partner organization agrees to provide in the upcoming year, such as mulch, hoses, plants, and funds.

USE AN ADDITIONAL PAGE IF NECESSARY

The Finance Committee reviews all Budget Requests and prepares a budget. Project Chairs are informed of budget decisions in October. Members approve or deny the budget at the Annual Meeting in November.

Som/August 2021