

# Seeds for Thought

January 2009

Volume 10, Issue 1

A newsletter from the  
Master Gardener  
Foundation of  
Washington State

## In this issue:

Grant Writing Tips	2
New Grant Available from King County	2
Mentoring: Step Two	3
Mentoring Check List	3
Master Gardeners as Grantors	4
Save the Date	5
Metro. Region Briefs	6
SW Region Briefs	7
SE Region Briefs	7
Contact Us	9

## Hello, Master Gardeners!

~~*Mary Shane, MGFWS President*

As I write this letter, it is snowing briskly, with yet another winter storm moving across our state. Notwithstanding the cold and snow, I am happily reminded that 2009 gardening activities are not far away—seed catalogs arrive in my mailbox almost daily.



*Winter Scene, by Mike McFadden, MGFWS  
Vice President, Peninsula Region*

Your state foundation board moves along with plans for the 2009 Advanced-Education Conference. At its October 2008 meeting, the

state board approved a contract with WSU Conference Services to manage the conference, scheduled for September 24-26, 2009, on the WSU campus in Pullman. Conference Services staff has already blocked rooms at the two Pullman hotels closest to the campus at rates far better than we foundation officers could negotiate. Meeting rooms at the newly remodeled Compton Union Building are also reserved.

A new grant will be presented at the Pullman conference next September. It is the “Ellen A’Key King County Master Gardener Foundation Grant.” Be sure to read Judy Porterfield’s announcement on page 2. The state foundation is helping to publicize the grant’s availability and will assist in selecting the grantee(s). Master Gardener programs in non-urban counties are eligible to apply.

Best wishes to you all for a healthy and happy new year, full of magnificent gardening opportunities!

## From the WSU Master Gardener Program Leader

~~*Tonie Fitzgerald*

As we slide into the end of 2008, I’d like to take this opportunity to tell you how much I’ve enjoyed my new position as WSU’s Master Gardener Volunteer Program Leader. I consider it a pleasure and an honor to work with everyone involved with the program all over the state. From my catbird seat, I get to see all the great things people are doing and, let me tell you, it’s impressive!!

Just in time for the new year, the MG Program Management Handbook is published electronically by WSU Publications and you can

download it at no charge in a PDF format from the WSU Extension MG website at <http://mastergardener.wsu.edu/handbook.html>. The handbook is written primarily for Program Coordinators who manage MG programs, but volunteers in leadership roles may find it useful in understanding program policies.

If you prefer a printed copy, contact your Program Coordinator, who can order multiple copies by calling the Publications office. The cost per copy depends on whether copies are ordered in color or black and white.

Visit our website:  
**MGFWS**

## Master Gardeners Reveal Their Grant Writing Experiences, Tips

~*Mary Shane, MGFWS President*

Do you get that “deer-in-headlights” look when someone suggests that you are just the person to write a grant proposal for your Master Gardener organization? Does that suggestion bring visions of reams of paper, complicated budgets? Oh and did they mention that you’ll need to learn a passel of arcane jargon? That’s just for starters, right? *Wrong!* Read on: before you’ve finished this article, you will have become a grant-writing junkie!

When it comes to grant writing, Master Gardeners around the state have demonstrated they are both confident about the process and well-versed in the best way to go about it. Master Gardeners and Program Coordinators in five counties recently discussed the grants for which they have applied. They discuss their tips for overcoming any trepidation others may have when starting this endeavor.

**Harriet Arkley, a Whatcom County Master Gardener**, has applied for start-up funds for a children’s garden which will be located in a county park. Called, “Paul Bunyan Story Garden: A Place Where BIG Things Happen,” the garden will focus on children ages 4-10. If successful, the Whatcom County Extension will be the recipient of funds from the National Gardening Association “Youth Garden Grants” program. The NGA will announce their awards in 2009. Harriet worked with a committee to conceptualize the project, but she wrote the grant application herself. She gives these tips for future grant writers:



- Don’t look for grant funds until you know the target audience for your project. Funding sources always have grant criteria that you must meet.

*(Continued on page 8)*

## King County Master Gardeners Announce New Grant Program

~*Judy Porterfield, King County Foundation President*

The Master Gardener Foundation of King County is excited to be able to announce a new grant program that will award up to \$1,500 each year to a Master Gardener program (or programs) somewhere in Washington state. The award will be made at the state foundation conference each September, starting in 2009.

The Ellen A’Key King County Master Gardener Foundation Grant is designed to assist and support Master Gardener organizations in non-urban counties of Washington state. Because resources are more easily available in the larger population centers, we are initially excepting Snohomish, Kitsap, Pierce, Clark and Spokane Counties, but the Foundation will evaluate the program and its impact each year.

It has been named in memory of Ellen A’Key, King County Master Gardener, whose generous bequest enabled the Master Gardener Foundation of King County to establish an endowment fund. It is in her honor that we share those resources. Through this program

we hope to foster innovation and creativity, stimulate problem solving and creative solutions, encourage a sense of unity and community among all Master Gardeners in our state, and to make possible programs that otherwise might struggle or never be able to progress beyond the planning stage.

Although program support is eligible, preference will be given to new programs and undertakings. And, yes, joint programs with other non-profits or public agencies are eligible, too. King County was inspired by the annual Search for Success stories at the state conference. Master Gardeners are a creative and thoughtful group of people.

What’s on your wish list? Application forms and guidelines will be available shortly after the first of the year from the MGFKC and from the state foundation. Let’s work together and get things growing!

## Mentoring: Step Two

~~Carolyn Brand, MGFWS Secretary

In **Mentoring: Step One**, I mentioned that mentoring as a Master Gardener is not limited to a focus on new trainees. Master Gardeners have very diverse backgrounds and we each have skills and insights that can be shared to help other Master Gardeners grow and succeed. The Master Gardener Program relies on volunteers to teach the best gardening information to the public. But to be good teachers, we need to be well taught and so mentoring plays an important role in that process. Mentors, in effect, become the “super teachers,” taking on the responsibility of passing on what they know to other volunteers in a formal, on-going relationship.

Following is a list of some very important areas where mentoring is taking place.

1. *In the Extension office*, there are a number of opportunities:
  - a. Master Gardeners with a depth of knowledge in horticulture and gardening mentor those who are learning to give advice to the public based on the best scientific research.

- b. Those who have computer and management skills can mentor those who help document and organize the Master Gardener program.
- c. *Coordinator support*: management and organizational skills are very important to support the Master Gardener Coordinator. Seasoned volunteers are a great source of information about the status of the county program, its history, and the skills and experience of its volunteers.
4. *Mentoring in the demo gardens* is another important area. Those who have specialized knowledge can mentor other volunteers in areas such as garden design, composting, perennials, vegetable and herb gardening, etc.
5. *Organizational development* is another very important area. Committee leadership is very important in the Master Gardener

*(Continued on page 6)*

## A Mentoring Check List

~~Ben Trowbridge, MGFWS Vice President, SW Region

Following is a brief list of areas covered in our Mason County mentor training. Remember, when you commit to be a mentor, the usual process is two people mutually committing themselves to the experience. You won't meet your trainee until the training starts. You have to build that trust that is important to the mentoring process.



1. You are responsible for choosing the number of trainees that you feel you can comfortably deal with. In Mason we suggested a minimum of two and no more than four.
2. If you and your trainee are not comfortable with each other or if the trainee is a friend of a current member and chooses that person as a mentor, whether or not they are part of the mentoring team, that is the right way to go.
3. Don't sit by your trainee in class unless invited but do sit in amongst the class members.
4. Decide on a comfortable meeting time with your trainee. We suggest that all mentors attend either the morning or afternoon sessions and that you arrange a meeting during that time.
5. Your trainee may not be interested in a mentor. That's their choice, but it is important to keep in contact. A brief and regular phone call usually works.

*(Continued on page 5)*

Carolyn Brand, Pierce County, &  
Ben Trowbridge, Mason County

## Master Gardeners as Grantors

~~Kathi Boyker, Jefferson County Master Gardener

*Not only do Master Gardeners prepare grant applications, they sometimes award grants themselves! Jefferson County Master Gardeners are just such a group. This year they developed a grants program which awarded grants valued at just over \$4,900 to organizations in their county. Following are excerpts from two articles written by Master Gardener Kathi Boyker about the new Jefferson County program.*

**The Grants Are Advertised:** “A new grant/scholarship/training assistance program was recently approved by the (Jefferson County Master Gardener Foundation) Board. The program was developed by the Growth Committee after many months of meetings to determine criteria, to develop application forms, and to establish procedures to use when reviewing applications. The committee consists of Kathi Boyker, Chair, Cathy Carroll, Sharon Commander, Susan McMahon, Marcia Schwendiman, Diane Threlkeld, Craig Wier and Shirley Williams.

The purpose of the program is, “to financially assist in the education of the public and fellow Master Gardeners of Jefferson County in the field of sustainable horticulture, environmental stewardship and other related fields.”

The JCMGF will award grants to those organizations and individuals whose proposals are similar to the goals of the Master Gardeners. The program will be funded by an annual budget approved by the Board. For budget year 2008, \$7,000 was allocated. These funds may or may not be used depending on how many apply, and if applicants meet the criteria. There are two application deadlines per year. They are April 1 and September 1. Awards will be announced May 10 or October 10 respectively.

Examples of the criteria and guidelines for the grant applications are:

- The project will further sustainable horticulture and environmental stewardship in Jefferson County.
- The proposal will include a timeline of activities to be followed to accomplish the project and list who will carry out these activities.
- The proposal will include an evaluation plan that measures progress and outcome of the project. Written reports are due at mid point and at project completion.

- The proposal will include an estimate of how many in the Jefferson County community will benefit from the proposal.
- Funding period is for one year.
- Awards may range from \$100 to \$1,000 each.

As a part of the public relations program developed by the Growth Committee, a direct mail campaign was launched July 21 for the first application deadline of September 1. The committee targeted 40 Jefferson County organizations, schools, and individuals. Newspaper articles will also be appearing in the Leader and Peninsula Daily News.”

**The Grants Are Awarded:** “On October 10<sup>th</sup> the Master Gardeners awarded eight grants to Jefferson County organizations and individuals. These grants are the first awarded by the Foundation. Community interest for the new program was high. The committee received fourteen applications, requesting a total of \$11,075. After a careful review by the Growth Committee and approval by the Board, eight applications totaling \$4,906 were awarded. Individual grants ranged from \$160 to \$1,000.

Two community gardens received money for projects. The Ocean Grove Community Garden received funds to build a much-needed fence around their newly established garden. The Oak Street Community Garden received money to buy two beehives that will pollinate their crops and those of their Port Townsend neighbors living within a mile of the hives.

Two teachers received funds for their school projects. Dorothy Stengel, first/second grade teacher at Grant Street Elementary will educate her students in worm bin composting, using portions of uneaten lunches. If this program succeeds, it will go schoolwide next year! Kit Pennell, science educator for the Chimacum Elementary School, will offer fourth and fifth graders “hands-on” experiences in environmental stewardship with field trips to Sunfield Farm and the PT Marine Science Center. Kit feels good stewardship is learned by understanding the delicate relationship between what we do on the land and how it effects earth’s water.

The KukKahHan Native Plant Demonstration Garden received money for signage on Highway 19 to point the way to the park. The Quilcene Historical Museum was awarded funding to install a

*(Continued on page 6)*

**WSU Extension Master Gardener Program  
&  
Washington State Master Gardener Foundation**

**Save the Date!**

*WSU Master Gardener  
Advanced-Education  
Conference*

**September 24-26, 2009**

*On the WSU campus at Pullman*

*The 2009 conference  
has an all-new look!*

*Come to the Palouse...  
learn for yourself...*

**Registration begins spring 2009.**

*(Mentoring Check List, continued from page 3)*

6. Share your own experiences as a trainee as well as a full-fledged Master Gardener.
7. During the process you will usually find out what your trainee's interests in gardening are. This will help you suggest areas in our program in which they might be most interested and productive.
8. There are always a couple of trainees that are in training for their own personal needs and have no intention of continuing as active members. Give them the same support that you give those that are there for active membership. I have found that many of those people have been valuable to our program in many ways.
9. You can meet your charges individually or as a group. I prefer the group process because more information is shared and the trainees get to know other members before training is completed.
10. Keep in consistent contact with the group's supervisor. Let him/her know how your trainees are doing and if there are problems you aren't sure how to deal with.

You are involved in a very human process. You may find a good friendship is in the making. You are also helping a new member make an easy transition from trainee to a strong new member.

*(Master Gardeners as Grantors, continued from page 4)*

simple irrigation system for the new gardens designed and planted earlier this year by their many, many volunteers. This is a good example of volunteers helping other volunteers!

Community farms received the last two awards. Sunfield Farm & School will use their grant to plant a native/xeriscaping entry garden that will be used as a teaching garden for students. Corona Farm is growing three new winter vegetables to be introduced to the residents of Jefferson County in January/February 2009. These experimental crops are celtsuce, a Chinese lettuce; saltwort, a land seaweed; and a green called Chinese Toon. They will be sold at local restaurants and at the Food Coop with suggested ways to prepare them.

Master Gardeners have every reason to be proud! Through the HARD work of our members, we raise money to partner with other excellent community organizations and other dedicated volunteers who have similar goals. It is a win-win situation for all the residents of Jefferson County!”

### County Briefs: Metro Region

~~Larry Davis, Metro Region Vice President

#### KING COUNTY

Reported by Larry Davis

*King County Master Gardener Foundation Survey:* As part of its annual donor-appeal letter, the King County Foundation sent a survey in November to its active members to learn more about their preferences. The answers to the survey questions are giving the Development Committee valuable information about what nurseries and garden vendors our Master Gardeners use most, where they are getting good service and where they aren't, allowing us to pursue discounts, raffle prizes and corporate donations from these vendors. The information gathered will help us create strategies that better support the engagement and retention of our members.

So far, the response has been outstanding. In just 30 days, more than 7% of our Master Gardeners have returned the surveys – many sending in their surveys even if they were not making a donation to the foundation this year.

#### PIERCE COUNTY

Reported by Gwen Norlander and Betty Ryan

*The Puyallup Demo Garden has a New Compost Area:* In a partnership with Pierce County Solid Waste, the compost demonstration and work area is being enlarged and renovated. We have been working together for over a year to develop the plans for a new layout, new bins, and a new educational kiosk. Two new wood and wire bins are already in place. A vintage tool shed has been brought in and is being renovated.

Most exciting is the new opportunity for education in the new area. Pierce County Solid Waste has already held some of their very popular worm-composting classes at the Demo Garden and has scheduled more in the near future.

*(Mentoring: Step Two, continued from page 3)*

program. When I took over the Continuing Education Committee, I had to rely on my experience in this area in other organizations. I will definitely be a mentor to the next person who fills this position.

6. *Foundation leadership* is another area that should provide mentors. This applies to the county foundations, as well as the state foundation. A mentor can make the transition to being a board member a learning experience. It takes a year or more to become a well-informed board member if you do not have a mentor. Bill Havens and Ed LaCrosse have been very helpful in this area.
7. *Community interaction* could offer many opportunities. Mentoring young people for science-fair projects could be an enormous contribution to the community and expose students to the field of horticulture. I have been mentoring my granddaughter for four years. She has not only learned a great deal about the field of horticulture but has given me the opportunity to expand my knowledge level by mentoring her. Pierce County is looking into starting a mentoring program for science fairs.

As we explore options for growth within the Master Gardener Program, it is an opportunity to search for mentors who can help to expand our educational growth and increase our desire for continued growth. This is a process that can improve our retention of Master Gardeners and expand our service to the community.

County Briefs: Southwest Region

~~Ben Trowbridge, SW Region Vice President

COWLITZ COUNTY

Award time!! Master Gardener of the Year (intern) went to Deane Senter for his countless hours of volunteering at the Cougar Cottage Garden, juvenile garden project and for providing help at many other activities. It is no surprise that the Master Gardener of the Year (veteran) and President's Award goes to Carla Gowsdy. Carla has brought great energy and leadership to the juvenile project and Cougar Cottage Garden, displays for the county fair and many other activities

LEWIS COUNTY

New officers for 2009 have been elected: President, Bob Taylor, Vice-President of Resources, Dale Westman, V.P of Educational Outreach, Peter Glover, V.P. of Membership, Sharon Winningham, Secretary, Judy Wilson, Treasurer, Carol Wickham, Patty Brown, State Foundation Representative, as well as Past President, Ed Schroeder.

Christmas-tree recycling is our 2<sup>nd</sup> most profitable fundraiser, working with Lewis County Solid Waste. Our annual free "day of gardening" class is scheduled for Feb 4<sup>th</sup>. Contact 360-740-1216 for classes offered.

MASON COUNTY

Mason County has been nervously waiting for the axe to fall. It looks like we will be here for another year. Some programs at the Extension office may be cut or combined with others and we may close our doors once a week. Jeannie Rehwaldt—bless her—will be available to us for one day a week

GRAYS HARBOR/PACIFIC COUNTIES

Don Tapio, WSU Extension Educator for Grays Harbor/Pacific Counties, mentions that those counties' foundation recognized the tremendous support of retiring Grays Harbor County Commissioner Bob Beerbower by presenting him with the title of Honorary Master Gardener at the foundation's annual recognition potluck. Also recognized were the Westport Winery for their financial contributions to the foundation, Mark Cox with Grays Harbor County Solid Waste for his extraordinary support of the compost program and Leon Lead, Grays Harbor College Education Director at the Riverside Campus, in Raymond, who helped to orchestrate the on-line modular training for Pacific County Master Gardener trainees.

County Briefs: Southeast Region

~~Helen Bachrach, SE Region Vice President

KITTITAS COUNTY

Kittitas County Master Gardeners started a vegetable-gardening program last summer at a day-care center in Ellensburg, in a partnership with the Kittitas County Health Department. Each week during the growing season, as part of the county's "Shape-Up Kittitas" program, children planted, cared for and harvested fruits and vegetables. The day-care center used the harvest as part of the children's meals. Master Gardeners also gave the children "sit-down instruction" weekly about vegetable gardening. This program will continue in 2009. For more information, contact Judy Raglund, [spiritwd@kvalley.com](mailto:spiritwd@kvalley.com).

YAKIMA COUNTY

After closing our demonstration garden and opening the greenhouse, we have begun reorganizing our mentoring program. We have also finalized plans for our spring public programs called, "Creating Garden Rooms" and including author Debra Prinzing. Call Tom Kerns at 509-966-6411 for more information.



Children at Kittitas County  
Child Care Center

(photo courtesy of Shape Up Kittitas County)

*(Grant Writing Tips, continued from page 2)*

- Once your project is defined, be able to clearly describe the project's goals, how the project will be evaluated, and be able to prepare a clear and detailed budget.
- Pictures and/or drawings can bring the application alive.
- Be sure to describe your collaborators and what specific contributions they will bring to the project.

**Erik Lampi, Master Gardener Coordinator from Grant/Adams Counties**, has also submitted a grant proposal to the National Gardening Association, for a vegetable and cut-flower garden at George Elementary School in George, Grant County. He prepared the grant on behalf of the Quincy school district, with which Master Gardeners will partner. He and a Master Gardener worked together on the grant, then they had someone review it before it was submitted.

- Erik offers these suggestions for grant preparation:
- If you can't clearly define the focus, then you aren't ready to write a grant proposal. Be sure that your project description clearly and concisely captures the focus of the project.
- Be sure to have community support in place, including identification of what other groups are willing to provide for the project.
- Have someone read your application—someone who can read “with a critical eye.”

**Karen Larson, from Pierce County, and committee co-chair Cyndy Dillon**, were instrumental in obtaining funds for a demonstration garden in Sehmel Homestead Park, a new park in Gig Harbor. The \$10,000 grant will build a required wire fence with decorative accents around the garden's perimeter as well as a storage shed for all equipment and tools for the garden. The shed architecturally compliments the new park's pavilion. The grantor is a newly formed parks district, Peninsula Metropolitan Parks District. Their funding was matched by \$10,000 from the Pierce County Master Gardener Foundation, which had approved the funds before submitting the grant application to the parks district.



*(L-R): Pierce County MGs Karen Larson, Cyndy Dillon, Marie Rider & Joyce Meredith at demo garden groundbreaking, Sehmel Park, July 2008.*

Karen reports that the grant was easy to write: “straightforward,” she says. She and Cyndy obtained input for the project description from the chair of the Master Gardener demonstration-garden committee. The budget request was easy because they had already prepared a project budget for the foundation. Components of the application included an overview, a timetable, itemization of costs, and identification of responsible parties. Karen personally presented the proposal to the parks-district review board.

Karen would encourage all Master Gardeners to “go for it!” As she said, grant writing is straightforward. “All you need to do is a little bit of research. The work is in finding the donors.”

**Karen Walters, Thurston County Master Gardener**, successfully obtained grant funds for a new children's garden at the Thurston County DirtWorks Composting and Demonstration Garden, in Olympia. The \$900 grant was from the downtown Olympia merchants' Community Sustainable Fund. Karen learned about this opportunity from a teacher who had received a grant for a butterfly garden. Karen also obtained a \$500 grant from Wal-Mart, through what she termed, “an easy grant-application process.”

Here is what Karen learned from this process:

- Check to see what the grant's matching requirements are; be sure you can fulfill them.
- Find a mentor to help you if the grant is complex..

*(Continued on page 9)*

*(Grant Writing Tips, continued from page 8)*

- Grant writing is not a group activity, but it is good to have initial input regarding the project design from your organization. This will help assure general acceptance.
- Look for local grants first, since national grants are going to be extremely competitive.
- Check with your local governments for partnerships that include teaching the public sustainable gardening; these opportunities might also result in some funding.
- The WSU grant writing classes taught by Katherine Baril, Jefferson County Extension Director, and by Megan Riebie, Director of Development, WSU Extension/4-H Foundation, are valuable learning opportunities.
- Make sure you work with your Master Gardener Program Coordinator: keep that person informed at all times. If you don't have that person's support for your project, you are wasting your time.
- It is very important that the Master Gardener Coordinator review and edit any grant before it is sent in. They are the ones that can make sure everything is in compliance with the WSU Extension Master Gardener Program.



*Children's Garden, Thurston County*

Island County Master Gardeners are another group who has successfully obtained grants funds locally, testimony to Karen Walter's advice regarding making local grants a priority. **Marcia Nelson, a Whidbey Island Master Gardener**, reports that their organization has been able to obtain funding from the Whidbey Island Garden Tour, Inc. Marcia indicates the application process includes a simple application form.

While grant writing may have a reputation as a complicated and technical process, the Master Gardeners and Program Coordinators interviewed for this article are clear in their message: clear, concise writing and an emphasis on local funding sources can reap rewards for your Master Gardener program. There's no reason to be timid or frightened when it comes to putting together a grant application!

<p><i>Seeds for Thought</i> is a quarterly publication of the                  Master Gardener Foundation of Washington State (MGFWS)                  Published January, April, July &amp; October</p>			
<p>Editors: MGFWS Executive Committee</p>			
Officer	Name	County	Email Address
President	Mary Shane	Grays Harbor/Pacific	meshane@comcast.net
Past President	Bill Havens	Pierce	behavens@earthlink.net
Secretary	Carolyn Brand	Pierce	carolynbrand@comcast.net
Treasurer	Sharon Commander	Jefferson	cmdrs@cablespeed.com
VP Olympic Peninsula	Mike McFadden	Jefferson	lakehouse@olympus.net
VP Northwest	Stan Lundgaard	Snohomish	captstan@comcast.net
VP Southwest	Ben Trowbridge	Mason	ben.trowbridge@comcast.net
VP Metro	Larry Davis	King	davislw3@comcast.net
VP Northeast	Vacant		
VP Southeast	Helen Bachrach	Kittitas	bachrach@elltel.net
WSU MG Program Leader	Tonie Fitzgerald	WSU	tjfitz@wsu.edu