Dear 4-H Volunteer:

Congratulations and thank you for agreeing to serve as a 4-H Volunteer Leader. Your job is an important one as you will enable many youth to learn from the wonderful experiences of being a 4-H member. Without you and other volunteers, the 4-H program would not exist.

It takes a combined effort of the 4-H agents, 4-H leaders and many other volunteers to reach approximately 1,200 youth involved in Avoyelles Parish 4-H.

This booklet was compiled as an aid to you in your job as a 4-H volunteer. It is hoped that the information will be beneficial to both new and experienced volunteers.

We hope that this guide will help to make this 4-H year a very positive experience for both you and your 4-H members. If at any time during the year you have questions or need additional assistance, please call us at 964-2245 or contact us at sgrote@agcenter.lsu.edu or eboe@agcenter.lsu.edu

Sincerely,

The Avoyelles Parish 4-H Agents

Sheena Grote Cecil

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Avoyelles Parish 4-H
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Resources that can be checked out from 4-H Office:
Lesson Plans (Many subject areas)
Parliamentary Procedure Guide
Whale Done (leadership)
Jr. Master Gardener Books
Character Education
Bullying
Learning and Leading
Project Wet
Afterschool Activities
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Service-learning/Community Service
Youth Wetlands
4-H Club Organization Leader Position Description

**Purpose:** Coordinate (by managing and facilitating) the volunteer team providing support, guidance and direction to 4-H members and their club.

**Responsibilities/Duties:**
Men and women and mature 4-H junior leaders, may serve as club organizational leaders the primary contact person for the club with the parish 4-H staff. Make arrangements for regular meeting facilities, coordinate new membership drive, order and distribute project manuals and work with members to plan the club calendar for the year. Oversee election of officers, train officers and meet with them prior to meetings to plan the agenda. Inform and involve parents, recruit club project and activity leaders. Conduct a range of activities including recreation, fund raising, community service learning activities and participation in parish events and programs. Help members and officers evaluate the club program and communicate its activities to the community. Maintain communications between the 4-H club and the parish 4-H program including regular conversations with parish staff, report enrollment and other data to the parish staff, see that annual financial statement is completed and complete Club Organizational Leader Impact Report each Spring.

**Skills/Knowledge/Experience Needed:**
- knowledge of and interest in youth and youth programs
- a willingness to devote time and energy to the task
- the ability to share decision-making and responsibilities with youth, and with other volunteers
- the ability to organize and manage a team effort
- a knowledge of the community and its resources

**Resources and Support Available:**
- Assistance from retiring organizational leader and/or an experienced leader in the parish
- Guidance and support from parish Extension staff
- Parish, district and state training sessions
- Printed materials from parish and state 4-H program
- Supplies from National 4-H Supply Service

**Benefits:**
- Satisfaction of significant contribution to growth of members
- Respect and gratitude of parents and community
- Recognition of accomplishments by club and parish
- Opportunity for continued personal growth
- Learn more about youth development research, experiential learning and activities that complement classroom learning

**Time Required:**
- 8 club meetings per year (4-6 hours per month)
- 8 meetings per year to organize and plan with leadership team

**Expected Results:**
- Members, their parents and other volunteers are kept informed.
- Officers are prepared and run efficient meetings.
- Members feel ownership for the club and are involved in the decision-making of dues, fund-raising efforts and activities planned for the year.
- Young people learn new things, feel good about themselves and have fun in 4-H.
Using the 4-H Name and Emblem

The 4-H Youth Development Program is the youth outreach from the Land Grant Universities, Cooperative Extension Services, and the United States Department of Agriculture. The 4-H Name & Emblem is intended to represent the ideals of the program with its focus on Head, Heart, Hands, and Health. Today, it is one of the best-known and most valued images emblematic of a century of 4-H achievement. The 4-H Name & Emblem is very important to us as an organization because it represents who we are.

What is the 4-H Name & Emblem?

The official 4-H Emblem is a clover with four leaves and an “H” on each leaf. The clover’s stem must point to the right as you look at the image. The 4-H Emblem is not a plain four-leaf clover. The 4-H Emblem should appear in specific colors and in its entirety. The 4-H Name & Emblem belongs to the 4-H Youth Development Program, under the authority of USDA and anyone wishing to use it must obtain permission to use it ahead of time.

How Do I Get Permission to Use the 4-H Name and Emblem?

It depends on who you are and for what reason you wish to use the 4-H Name & Emblem: 4-H Club or Program member or volunteer leader? Commercial vendor? Event, activity or program affiliated with 4-H? Private, non-profit organization?

If you are a 4-H member or volunteer, you are permitted to use the 4-H Name & Emblem once your program is chartered with the official 4-H Charter from National 4-H Headquarters at the Cooperative State Research, Education and Extension Service (CSREES), within the United States Department of Agriculture (USDA). If you are a commercial vendor, private organization or any other entity, you need to contact the local Cooperative Extension Service office or the State 4-H Office to determine what steps you need to take for your use of the 4-H Name & Emblem. Anyone wishing to use the 4-H Name & Emblem in a way that does not specify a local or state program, should seek authorization to use the 4-H Name & Emblem from National 4-H Headquarters at USDA.

In all private and commercial use of the 4-H Emblem, the statement “18 USC 707” must legibly appear either to the right of the base of the stem or below the lower right leaf of the clover. In use internal to the Cooperative Extension System (all 4-H Youth Development programs and clubs duly given authorization to use the 4-H Name & Emblem) use of the statement is at the discretion of the State 4-H Program Leader, or for those uses that are multi-state, regional, or national in scope, at the discretion of National 4-H Headquarters.

Whoever uses such emblem or any sign, insignia, or symbol in colorable imitation thereof, or the words “4-H Club” or “4-H Clubs” or any combination of these or other words or characters in colorable imitation thereof, without being duly authorized, shall be fined not more than $5,000 for individuals and $10,000 for groups, or imprisoned not more than six months, or both.

Did You Know? The 4-H Name & Emblem is a highly valued mark within our country’s history. As such, it was granted a very unique and special status; it is in a category similar to the Presidential Seal and the Olympic Emblem. This federal protection makes it a mark into and of itself with protection that supercedes the limited authorities of both a trademark and a copyright. As a result, responsibility and stewardship for the 4-H Name & Emblem were not given to the U.S. Patent Office but were given to a higher level of the federal government, a member of the Cabinet, the Secretary of Agriculture. The Secretary has responsibility for the 4-H Name and Emblem, at the direct request of Congress. The “18 USC 707” is the statement in the United States Code that outlines the protection of the 4-H Name & Emblem.
Using the 4-H Name & Emblem: Graphics Basics

The Official 4-H Emblem
The Official 4-H Emblem is a 4-leaf clover with an H in each leaf, the stem turned to the right. The Emblem may be two-dimensional (flat) or three-dimensional (with shadows that show depth and perspective). Authorized users of the 4-H Emblem should take care to ensure that when they use the Emblem, they have done the following:
1. They have obtained the Official 4-H Emblem and are using it in its entirety.
2. They do not “flip” the image to create a framed look. The stem on the 4-H Emblem must point to the right as you look at the image. Under no circumstances should the stem be changed to point to the left.
3. They are familiar with resizing graphics through the software application being used, and do not distort or warp the dimensions of the Emblem.
4. The 4-H Emblem is never used to imply endorsement of any product or material.
5. They follow the graphic use guidelines outlined in this document, or for additional information, contact National 4-H Headquarters.

Use the Whole Emblem
The 4-H Emblem should always appear in its entirety - meaning it should always appear as a whole and complete image - the image recognized by millions of people. This means:

Don’t remove any leaves. If you are using a clover image that has an “H” on each leaf, the leaves cannot be removed or have another image superimposed over the top of one of the leaves. Other images should be moved and appear completely separate from the 4-H Emblem. This also means you shouldn’t “cut off” a leaf by running it off the edge of the paper in print media or other designs.

Don’t place text or other images over or on top of the 4-H Emblem. The 4-H Emblem should not appear screened under words or graphics. No photo, drawing, symbol, word or other figure or object may be placed on or obscure the 4-H Emblem. This includes on web pages, where it should not appear as a “watermark” behind other information.

Keep it Upright
In general, the 4-H Emblem should not be rotated or turned on its side. There are some exceptions, such as on fabric where the emblem is scattered randomly across the fabric or in other random designs. If you are considering an exception, please contact the National 4-H Headquarters.

Color
The 4-H Emblem should never be screened, shaded, gradated, or appear in a multi-colored hue. The official and preferred color of the 4-H Emblem is 100 percent PMS 347 green, (The H’s reversed out to the color of the paper on which the emblem is printed). The clover can also be white, black, or metallic gold. The H’s on the clover can be white, metallic gold (only on a green clover), green (only on a white clover), or black. The clover can be outlined in green (for white clover) or white (for green clover) to add prominence to the image and make the emblem stand out from the background.

One-color printing requires either PMS 347 green or black. For commercial applications, the “18 USC 707” notice should be the same color as the clover leaves. Black is the only acceptable alternative to green for one-color printing and should be used only when cost prohibits green ink or color photocopies.

Two-color printing—Only PMS 347 green may be used for the leaves and “18 USC 707” notice—the H’s will be reversed out of the PMS 347 to be white or the color of the paper on which the emblem is printed. The H’s may also be printed in metallic gold (PMS 873) on a green background.

Four-color process (full color printing)—In four-color process printing, PMS colors are approximated using a particular combination of the standard four-color process printing inks. The four-color process percentages required to match 4-H’s PMS 347 green are: cyan 100%, magenta 0%, yellow 90%, and black 0%. There is no CMYK equivalent to PMS 873.
Video and Computer Screen Colors (Electronic Media) The colors transmitted by electronic media are created using precise combinations of RGB (red, green, blue). The correct RGB values for the 4-H green are: R=51, G=153, B=102. No other colors are acceptable.

For exceptions to the guidance provided regarding color, especially in non-print or corollary materials, please contact National 4-H Headquarters.

Distortion and Proportion
The appearance, shape, and proportion of the 4-H Emblem should never be distorted to fit in an imprint space. Do not make the 4-H Emblem longer, taller, wider, angled or squarer. Do not alter the shape in any way. The overall size of the 4-H Emblem may be changed, but the proportions must remain intact. All standard word processing software applications allow you to scale an image while maintaining its original proportions. Before rescaling the 4-H Emblem, please consult your software manual for proper instructions. Do not make the 4-H Emblem so small that the H’s are no longer clearly legible.

Using the 4-H Name
The official 4-H Name includes 4-H, 4-H Youth Development, or 4-H Youth Development Program. When using the term “4-H” it must conform as follows:

- Numeral “4” separated from a capital “H” with a hyphen (not a dash, slash or space).
- It is well documented in English usage, as well as in the most familiar style manuals, that you should never begin a sentence with a numeral. To comply with this rule, you would need to begin a sentence using “Four-H.” This language rule, however, is contrary to the regulations set down for use of the 4-H Name & Emblem; if such a situation arises in writings, it is far better to re-word the sentence slightly to avoid the language rule. An exception to this would be in writing news headlines where the 4-H name would be better served by using the familiar numeral-hyphen-letter combination to provide instant recognition.
- Do not use the 4-H Emblem in place of the word “4-H” in a title or text.
- Avoid separation of any of the elements of the 4-H Name at the end of sentences. This can sometimes be difficult because some software programs override user commands. Often, these overrides do not become visible until after printing or posting to a web page: careful scrutiny of text after trial printing or posting is advised. If such overrides occur, try rewording your sentence to keep the entire name on the same line or add a small word or space between words to force the separated portions together on the next line.

Using the 4-H Emblem on Collateral Items
The 4-H Emblem can be used for collateral materials such as jewelry or fine art and may be made of metal (e.g. copper, bronze, gold or silver), glass, leather, or wood without conflicting with the color specifications for the 4-H Emblem. Ceramic, plaster, paper, fabric or any materials that are colored or painted must comply with the color specifications and all other guidelines.

Use of the emblem on fabric, whether painted, screen printed, embroidered, appliquéd, or some other technique, must accurately represent the 4-H Emblem in authorized colors and adhere to all other use guidelines.

The 4-H Emblem is not open to reinterpretation or reconfiguration, regardless of its intended use, including the development of materials such as jewelry, sculpture, furniture, signage, crafts, or other fine art.

Using the 4-H Emblem in Animation
Animation of the 4-H Name & Emblem is allowable provided that the animation is in keeping with the guidelines, and that at the end point of the animation (where the animated loop begins to repeat, if an ongoing loop), the 4-H Name & Emblem appear in a manner that meets all guidelines for its use. Effects that may be used as part of an animation loop include: swivel and rotate, transition and dissolve, fly-by, layer, and posterization.
Using the 4-H Name and Emblem

Animation may also show the 4-H Emblem on a waving flag, on a float that is partially hidden by crowds watching a parade, being placed in a box or behind a curtain, twirling as it “dances,” “separating” as it forms the doors opening to welcome you to the 4-H Program, be partially hidden as it forms the backdrop for a youth speaking about 4-H, slowly come into focus or formation as the 4-H Emblem from an amorphous or other background, or completing itself as the clover leaves are added one by one to form the 4-H Emblem and each “H” is explained. In each of these cases, the 4-H Emblem may be temporarily blocked, in whole or in part, or have its shape altered. The end point of the animation must still comply with the guidelines.

For additional information or guidance related to animation applications for the 4-H Name & Emblem, contact National 4-H Headquarters.

Using the 4-H Name & Emblem in Partnership with Others

The 4-H Name & Emblem may be used in conjunction with the names, emblems, and word marks of other organizations and programs when 4-H is a partner, co-author, sponsor, or supporter or in some other official relationship. When feasible, the nature of the relationship among the organizations or programs should be clearly defined (e.g., in partnership with, sponsored by, etc.), and the 4-H Emblem should be given prominence consistent with its role in the relationship.

The 4-H Emblem should not be used or integrated into a larger design in such a manner that it becomes difficult to recognize or distinguish, or that is not consistent with the graphic guidelines for use of the 4-H Emblem.

To avoid the appearance of endorsement of a program, product, or service, the 4-H Emblem may not be incorporated into a larger design of a program, product, or service that is protected by trademark, service mark, copyright, or other similar laws. It is not acceptable to incorporate the 4-H Emblem into any other organization’s logo or emblem. The authority for determining the proper display and use of the 4-H Emblem rests with National 4-H Headquarters.

Permission to use the 4-H Name & Emblem is not required when the 4-H Name & Emblem is used to link to an official 4-H website in keeping with the policies and guidelines of National 4-H Headquarters.

Downloadable Graphics

The official 4-H Emblem and versions for print and the web are available for download at: http://www.national4-hheadquarters.gov. Each of the download files contains both black and white, and two-color and three-color versions of the 4-H Emblem in EPS, TIFF and GIF formats, for Mac and PC. The EPS files are especially suited for “Postscript” printers and Mac-based units. In general, TIFF files may be used with any printer type. Test both formats with your software and printer to find which yields the best results.

Making 4-H Name & Emblem Decisions

This document is meant to be a quick reference for using the 4-H Name & Emblem. The National 4-H Headquarters at CSREES, USDA provides further documentation on the official headquarters web site: http://www.national4-hheadquarters.gov.

If your questions are not answered here, please go to the URL above and click on the 4-H Name & Emblem link. Carefully researching the 4-H Name & Emblem section of the National 4-H Headquarters website should answer your questions. If you need more information or clarification contact National 4-H Headquarters for help at (202) 720-2908.

Portions of the content and graphics used in this document were taken from “4-H Emblem Use and Graphic Standards,” http://4h.ifas.ufl.edu/newsandinfo/ClipArt/4h_emblem.htm. Ami Nieberger-Miller, University of Florida, Gainesville, FL. Special thanks: Laura Stone and Dallas Woodrum, N4-HYTLT, for publication design, and to the 4-H Name & Emblem Working Group.

The 4-H Name & Emblem is protected under “18 USC 707.”

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, sex, religion, age, disability, political beliefs, sexual orientation, and marital or family status. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA’s TARGET Center at (202) 720-2600 (voice and TDD).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 14th and Independence Avenue, SW, Washington, DC 20250-9410 or call (202) 720-5964 (voice or TDD). USDA is an equal opportunity provider and employer.
Overview
The Louisiana State University AgCenter takes seriously its obligation to provide a safe, positive environment for the youth served in 4-H programming. Throughout the year, adults serve as overnight chaperones for parish, regional and state 4-H events. In an effort to provide adults, paid staff and volunteers with a set of tools to complete the job assigned effectively and safely, 4-H Overnight Chaperone Training was developed. 4-H Overnight Chaperone Training provides a standard set of policies and training. This process has enabled overnight 4-H events to run more smoothly, chaperones to perform their duties more efficiently and 4-H’ers to be cared for in a positive and safe environment. The curriculum includes adult behavior guidelines, working with youth, discipline procedures, handling accidents and injuries as well as working with sensitive issues.

Procedures
All leaders (paid staff and volunteer) chaperoning youth overnight must complete the 4-H Overnight Chaperone requirements.

Completion of chaperone requirements includes:
• Completion of application.
• Completion of an Overnight Chaperone Application with attached Fair Credit Reporting Act Disclosure Statement.
• Review and completion of the 4-H Overnight Chaperone Code of Conduct.
• Participation in the Overnight Chaperone Orientation.

Process
Chaperones for local and parish events should apply through the parish Extension Office. Chaperones for statewide events should apply through the sponsoring faculty member with notification of the local parish 4-H agent(s). Volunteers who are interested in serving in an overnight chaperone role should participate in an Overnight Chaperone Training Program. During the training, the volunteer should fill out an Overnight Chaperone Application with the attached Fair Credit Reporting Act Disclosure Statement. To respect the volunteer’s privacy, the application and fair credit reporting act disclosure statement should be placed in an envelope marked “confidential.”

Sponsoring staff should mail the confidential material plus the Overnight Chaperone Training Checklist to the State 4-H Office, Overnight Chaperone Program, P. O. Box 25100, Baton Rouge, LA 70894-5100.

Once an application for 4-H Overnight Chaperone Application and Fair Credit Reporting Act Disclosure Statement are received, the State 4-H Office will submit the form to the Verifications, a contracted background check company.

Approximately 3 weeks later, the State 4-H Office will receive a report. When a report comes back clear, the State 4-H Office will mail a congratulatory letter and Overnight Chaperone Card to the 4-H volunteer with a carbon copy to the area and parish staff.

If the report has a discrepancy, the State 4-H Office will request additional information. A review panel made up of a few, selected State 4-H Staff, Regional 4-H Coordinator and HRM personnel will look at the nature of the concern as well as when the concern occurred as it relates to the duties of the Overnight Chaperone. Following a review, a volunteer might be approved as an Overnight Chaperone with conditions. An example of this would be: If the volunteer had drunk driving violations, he or she will not be allowed to operate a motor vehicle transporting 4-H members, volunteers or staff. The volunteer and parish office will receive a letter
congratulating them on their new role while outlining the conditions on the approval. If the discrepancy causes concern for the volunteer and the youth potentially in their care, the volunteer will be turned down from serving in an overnight chaperone role. Both the volunteer and parish will receive a letter turning down the volunteer for the role of overnight chaperone. No details will be present in the letter as to respect privacy for the volunteers. If a volunteer would like to appeal, then he or she can contact the State 4-H Office for an additional review process.

**Record Keeping**

*Parish Office Records*
Parish staff should keep the completed Code of Conduct Form in a filing cabinet. The parish staff should make sure that the volunteer is enrolled in the 4-H Volunteer Enrollment database under the role of Overnight Chaperone. Unless the volunteer attends a statewide training, parish offices should enter the date of training under both the role and training.

*State 4-H Office*
The State 4-H Office will keep information in the background check in a locked file.

*4-H Volunteer Database*
All information should be updated within the 4-H Volunteer Enrollment database by the appropriate party.
- ✫ Training Records – by Parish Staff
- ✫ Background Check – by State 4-H Office

**Retraining**
Following certification, a leader’s certification will be good for up to five years. Within a five-year period, applicants will go through another background check. Retraining and periodic updates may be necessary as changes are made in existing guidelines and new resource materials are developed.
You have been selected to be a new 4-H leader! Congratulations! You’re starting an interesting, challenging, and very rewarding experience. Because we know you have lots of questions about this new venture, we believe you’ll find the following information helpful.

1. You will need to collect enrollment cards as well as club dues from all members. Make sure that each enrollment card is filled out completely and signed by the parent/guardian. You will turn these in to the 4-H agent by the given deadline.
2. Each school club does have a financial account currently set up at each school. To find out how much your club has you can ask your principle.
3. Each club will need to elect/appoint a set of officers by the end of September as well as attend officer training which will be held at the beginning of October. Attached you will find resources to assist you in this process.
4. Your job is to help the officers prepare for monthly club meetings as well as be the visionary for your school’s club. Your club will only be as good as you allow it to be! Holding officer preparation meetings a week before the meeting will help.
5. All parents can help members manage their 4-H projects as well as your 4-H club. Conducting a survey to see what parents would like to assist you is an easy way to get extra help.
6. There is an order of business that is followed at all 4-H meetings. Attached you have a simplified version for your President to use every month. Attached, you will also find simplified versions of all officer reports that are needed each month. (Younger club members usually need help filling these reports out for the meetings and older club members usually need help with remembering to complete the forms before the meetings.)
7. 4-H encourages community service learning on the local level. Service learning entails a commitment of six weeks or more where youth provide service on a regular basis. Attached you will find a sheet of simple community service learning ideas for your club.
8. Yes, you can hold fund raisers for your club! Just make sure that you have approval from your Principal and the 4-H Office. With your club money you can hold club socials or even purchase club t-shirts.
9. Don’t be afraid to call or email the 4-H Agents if you have questions throughout the year. This is what the 4-H Office is here for.
10. You will receive monthly email reminders from the 4-H Office. Please check your email regularly so that you may stay informed.
11. Encourage your members to participate in Parish 4-H Activities. For every member that participates in an activity, they will earn points to be selected as an outstanding club member from your club.
12. In your Club Scrapbook, you can monthly keep record of who participates in club and parish events. This will help you at the end of the school year with record keeping.
13. Make a 4-H Bulletin Board at School. Here you can post monthly newsletters given to you by the 4-H Office as well as pictures of your school club events. This can also help you as a teacher to not be bombarded by questions that your 4-H’ers might have about upcoming events.
14. Remember, that 4-H the nation’s largest youth organization! A child does not have to own a livestock animal to participate in 4-H. 4-H has projects for everyone to enjoy!
15. Everything we do is to positively affect the life of a child! “It is better to develop a child than to mend an adult.”
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4-H Club Meetings Made Easy

- **Vice-President**
  - Responsible for having a community service report at each meeting. Report can be on service projects and community service learning project.
  - Should cover what service has been happening and what service the club will be doing in the coming month.

- **Secretary**
  - Meeting Minutes-need to be read at the meetings (starting in October). Basically every meeting will run the same.
  - Roll Call – may be done in several ways but unless you are a very small club, do not call each individual name (takes too long). (1) To get more 4-H’ers involved have a list by classroom and assign a student from each class to check roll silently and then bring up to the officers table. (2) Have some ID (button or stick with name) for 4-H’er to pick up when they enter the meeting. Those not picked up are absent.

- **Reporter**
  - Has one week after your meeting to send the agents a news article for the *Clover Parle*. Please also send the news article to the newspaper.

- **Health Reporter**
  - The Health Reporter may provide any topic on healthy living to the club. Dental care, hygiene, handwashing….etc.

- **Parliamentarian** shall be knowledgeable about parliamentary procedure and its application in a meeting, and make final decisions on any discrepancy in the parliamentary procedure of the meeting.

- **Chaplain**
  - May lead the club in a reflective thought or offer a prayer.

- **Treasurer**
  - Hand a copy of the treasurer’s report to the 4-H Agent after it is read aloud at the meeting.

- **Recreational Leader**
  - Responsible for seeing that a program is given each month at the 4-H club meeting. Plan it yearly instead of waiting the day before the meeting.
  - Have a club member talk about their project work, demonstrate how to do or make something. Have a guest speaker talk to the club about what 4-H means to them, a community service topic or an educational talk.

- **Motions**
  - If it is difficult for your 4-H’ers to remember how to make a motion, you may use prompt cards. Hand these out to the 4-H’ers before the meeting and use some way to prompt them to stand up and read what is on the card. Some leaders use different colors for different motions and others number the cards and hold up the color or number at the appropriate time.

- **Old and New Business**
  - Discuss at your planning meeting and use prompt cards to remind 4-H’ers of what to say.
  - Most old business will be what either was discussed at the last meeting or what 4-H’ers did or participated in since the last meeting.
  - Most new business will be something that has never been discussed before and is something that the club would like to do such as workshops, field trips, projects, t-shirts, etc.

---

4-H Club Meeting Check List

- Officers need to be sitting at a table facing their clubs members (you can also just arrange the desks as needed)

- Poster of 4-H Pledge (This will make it easier for the club to follow along with the pledge, especially those members who do not have the pledge memorized)

- Easy way to call roll (ex: have popsicle sticks with members names on them separated in cups by grades, as 4-H’ers enter the meeting they should get their stick from the cup… all sticks left over are the children who are absent; you can also do this with clothes pins on a paper plate)
___ Treasurer’s Report (all you have to do is fill in the blanks each month on the sheet provided for you and have the treasurer read it out loud for the treasurer’s report; this report must be turned into the agent after being read to the club)

___ Reporter’s Report (fill in the blanks each month on the sheet provided for you and have the reporter read it out loud for the reporter’s report; you should then submit a typed report within a week of the meeting to the Daily Iberian and the 4-H Office for publishing)

___ Health Report (used research based information provided by the LSU AgCenter to provide a health report. Topics might include USDA’s MyPlate or the value of eating fruits and vegetables to get all nutrition through good sources.

___ chaplain (this report is left to the discretion of the individual child or school. The child will be asked to provide a clear view of what they will offer….reflection, giving thanks, or providing a prayer. Cleared through the club leader before the club meeting. This is an optional office.)

___ Community Service Report (fill in the blanks each month on the sheet provided for you and have the Vice President read it out loud for the community service report)

___ Leader’s Report (a brief report by the club leader; basically any announcements you may have for the club; even if you do not have announcement you can commend the club for their efforts… you can also recognize your 4-H members for participating in parish events)

___ Project Talk (a 2-3 minute talk given by the vice president or any member that the vice president or you choose; ex: it is easy to follow the Holiday Calendar and search the history of that holiday online, then can print out a brief summary of the holiday and have the child read it out loud to the club)

___ Demonstration (one simple method demonstration given by one or more club members, a poster showing what materials are needed is a must, you should also have another poster with the steps listed to complete the process, a title poster is also a nice addition to any demonstration)

___ Old Business (Most old business will be what either was discussed at the last meeting or what 4-H’ers did or participated in since the last meeting)

___ New Business (Most new business will be something that has never been discussed before and is usually an announcement to the club about new upcoming club events)

(Having a 4-H’er selected to read old and new business aloud is the best way to do it)
Order of Business

President:

1. The meeting of the ________________ 4-H Club will please come to order. (Tap Gavel)
2. We will now have the pledge of Allegiance led by __________________ and __________________________ will lead us in the 4-H pledge.
3. The secretary will read the minutes of the last meeting.
4. Are there any corrections or additions? The minutes stand approved as read.
5. Do I hear a motion to accept the secretary’s minutes as read?
6. Do I hear a second?
7. It has been moved and seconded that we accept the secretary’s minutes. All those in favor say “Aye”.
8. All those opposed say “Neigh.”

Motion carries.

10. We will now hear the treasurer’s report.
11. We will now hear the reporter’s report.
12. We will now hear the community service chairman’s report.
13. Do I hear a motion to accept the officer’s reports?
14. Do I hear a second?
15. It has been moved and seconded that we accept the officer’s reports. All those in favor say “Aye”
16. All those opposed say “neigh”.

Motion carries.

18. We will now hear the club leader’s report.
19. Is there any old business to come before the group?
   ➢ _______________________________________________________________________
   ➢ _______________________________________________________________________
   ➢ _______________________________________________________________________

20. Is there any new business to come before the group?
   ➢ _______________________________________________________________________
   ➢ _______________________________________________________________________
   ➢ _______________________________________________________________________

21. If there is no further business to come before the group, this concludes the business and we will turn the meeting over to ________________ our Vice President for the Program.

   VICE PRESIDENT:

   22. _______________________________________________________________________
   23. _______________________________________________________________________

24. Thank You Speakers.

25. We will now turn the meeting over to the 4-H agent, ____________________________, for the program.

   PRESIDENT:

26. Do I hear a motion to adjourn?
27. Do I hear a second?
28. The motion to adjourn this meeting has been moved and seconded. All those in favor say “AYE”.
29. All those opposed say “neigh”.
30. This meeting is adjourned. (Tap the Gavel)
Club Meeting Minutes
(secretary)

Month

The __________________________ meeting for the __________________________ 4-H Club was called to order by President, _____________________________, at ________________(time). _____________________________ led the group in the American Pledge and ____________________________ led the 4-H Pledge. The Secretary, ____________________________, read the minutes of the last meeting which were adopted as read. ____________________________ made a motion to accept the minutes and ____________________________ seconded the motion. Motion passed. The Treasurer, ____________________________, reported that the balance for this month was __________________________. The Reporter, ____________________________, stated that the article about the ____________________________ was submitted to ____________________________ on ______________ (date). The following members names were mentioned: ____________________________

The Community Service Chair, ____________________________, reported that ____________________________ made a motion to accept the officer’s reports and ____________________________ seconded. Motion passed. Our leader, __________________________, in his/her report stated _____________________________. The project talk was conducted by _____________________________. Demonstration(s) was given by _____________________________.

Old business discussed was ____________________________. New Business discussed was _____________________________.

The meeting was then turned over to the 4-H agents. They gave a presentation on _____________________________. They also discussed: _____________________________.

The meeting was turned back to the President. A motion to adjourn the meeting was made by ____________________________ and seconded by _____________________________. The motion passed and the meeting was adjourned at ____________________________(time).
Treasurer’s Report

____________________

Month

Report of ____________________ 4-H club.

(Club’s name)

Beginning balance $________________ (Beginning balance)

Receipts $__________
(List any money collected
And tell where it came from) ________________
Ex. Dues, fund raiser,
t-shirts, etc. ________________

Total receipts $__________ (Total receipts)

Total receipts and balance $__________ (Total receipts & balance)

Disbursements (money spent) $__________
Tell what money was spent
On and how much was spent. ________________

Total disbursements $__________ (Total disbursements)

Balance on hand as of ________________ $________________ (date) (Balance on hand)

Beginning balance +total receipts
-disbursements =balance on hand
The __________________ article was submitted to the _____________________ (previous month’s) (4-H office or Daily Iberian) on ______________________. The article mentioned that _____________________________ (date) (describe what the article talked about)
____________________________________________________________________________________________________
______________________________________________________________________________________.
Names that appeared in the article were: __________________________________________
___________________________________________________________________________________
__________________________________________________________________________________________
______________________________________________________.
Attach a copy of the article (Optional):
Community Service Report
(Vice President)

MONTH

The ______________________ 4-H Club
(Name of Club)

_____________________________________________________________________________
(Tell what you did)
_____________________________________________________________________________

for _________________________________________________________________________.
(tell who you did it for)

The following 4-H’ers participated : _____________________________________________
_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________.

Staple a picture of the event to the report (Optional):
Old Business

Month

1. _______________________________________________________________
   ___________________________________________________________________

2. _______________________________________________________________
   ___________________________________________________________________

3. _______________________________________________________________
   ___________________________________________________________

4. _______________________________________________________________
   ___________________________________________________________________
New Business

_______________________ Month

1. _______________________________________________________________
   ___________________________________________________________________
   ___________________________________________________________________

2. _______________________________________________________________
   _______________________________________________________________
  _________________________________________________________________
   _______________________________________________________________
  _________________________________________________________________

3. _______________________________________________________________
   ___________________________________________________________________
   ___________________________________________________________________

4. _______________________________________________________________
   ____________________________________________
   _________________________________
# Recreational Leader

Your job is to see that a program is given each month at the 4-H club meeting. Plan it yearly instead of waiting the day before the meeting.

Use this form to fill in with names and subject of program participants.

<table>
<thead>
<tr>
<th>Month</th>
<th>Who</th>
<th>Demonstration</th>
<th>Project Talk(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>October</strong></td>
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<td></td>
<td>Who</td>
<td>Demonstration</td>
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<td><strong>November</strong></td>
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<td>Who</td>
<td>Demonstration</td>
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<td><strong>December</strong></td>
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<td>Who</td>
<td>Demonstration</td>
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<td><strong>January</strong></td>
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<td>Who</td>
<td>Demonstration</td>
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<td><strong>February</strong></td>
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<td>Who</td>
<td>Demonstration</td>
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<td><strong>March/April</strong></td>
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<td>Who</td>
<td>Demonstration</td>
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</table>
**BEFORE EACH MONTHLY MEETING**

- Announce meeting time, date, and location over school P.A. system.

- Post meeting notices on 4-H bulletin board or in centrally located place.

- Cut apart and distribute NEW BUSINESS and OLD BUSINESS slips to 4-H members to read during the appropriate part of the meeting. This information is attached to your monthly leader letter.

- Meet with club officers as a group or individually to make sure that everyone is prepared for the upcoming meeting.

- Remind demonstration volunteers and project report volunteers to be prepared for meeting presentations.

**RESPONSIBILITIES:**

President: Must have Order of the Meeting and all other necessary materials such as the flags and gavel. Should ask members to lead the pledges *prior* to the meeting.

Vice President: Must have a short written report on club community service project. Should also have Order of the Meeting in case President is absent.

Secretary: Must have minutes of the previous month=s meeting written in complete sentences to read at the meeting. Should have pencil and paper to take notes during the meeting.

Reporter: Must have a short written report on some club activity since the last meeting. If possible, submit monthly reports to 4-H newsletter or school newspaper. May also make posters or a bulletin board in order to promote the club’s activities and recognize club members for their achievements.

Health Reporter: Provide a healthy living report relative to the season or time of year. One example; hand washing as a way to prevent the flu might be provided during flu season.

Chaplain: Provide a moment of reflection for the club. Tolerance, anti-bullying information, thanksgiving for teachers/staff, and a silent moment of prayer are all acceptable.

Treasurer: Prepare a summary of income and expenses to be presented at each meeting. Ensure that all dues are collected.

Recreational Leader: Must have arranged for a special program to be presented. May ask for volunteers to present demonstrations, present reports on their project work, or present a poem, game, skit, etc.

Committee Chairman (C.R.D., Arbor Day, Basket Drive, etc.): Should be prepared to give a report on activities of the committee since the last meeting.

Demonstration Volunteers: Selected members must be prepared to present a short demonstration or presentation on their 4-H project. Teams of two may be selected at each meeting for presentation at the following month’s meeting.

Project Report Volunteers: Selected members must be prepared to give a short summary of what he/she has done in the 4-H project work. Two members may be selected to give project reports for each meeting.
This sheet can be used to evaluate all your meetings. You should be able to answer Yes to most of the questions. The ones you answer with a No are areas you will want to improve.

1. Do the officers and leaders check meeting plans beforehand?
2. Was the meeting room prepared prior to the meeting?
3. Are all officers present? If not, are there substitutes in their places?
4. Does the president call the meeting to order on time, keep the meeting rolling, and close it on time?
5. Do all officers use correct parliamentary procedure?
6. Are all reports given and up-to-date?
7. Is the business part of the meeting short and snappy?
8. Are guests introduced and made to feel at home?
9. Is there a special program (guest speakers, educational lesson, etc,) in addition to the business meeting?
10. Is at least one project talk given at the meeting?
11. Is there an opportunity for members to get to know each other?
12. Are all announcements short and to the point?
13. Do officers avoid doing all of the talking?
14. Do leaders avoid doing all of the talking?
15. Do all or most of the members take part in the meeting?
16. Is there a common courtesy shown between officers and members?
17. Are leaders given a chance to voice their opinions?
18. Are all members well-behaved and well-mannered?
19. Is there fun, learning, and fellowship at the meeting?
**Organizational Leader Report**

Each Organizational Leader is to keep a tally of the following activities:

<table>
<thead>
<tr>
<th><strong>Communication</strong> Skills</th>
<th>Number of youth giving club and parish demonstrations, visual presentations and speeches.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Club Communication</strong> Skills</td>
<td>Number of youth actively involved in reporting/discussing at club meetings.</td>
</tr>
<tr>
<td>Community Service Project</td>
<td>Number of youth involved in a <strong>one-time</strong> community service project</td>
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<tr>
<td><strong>DEFINITION:</strong></td>
<td></td>
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<tr>
<td>CS - Community Service Project</td>
<td>a one time activity, i.e. single visit to a nursing home, litter pick-up, collecting canned goods for homeless or needy families.</td>
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<tr>
<td>Community Service Learning</td>
<td>Number of youth <strong>involved in 6 or more</strong> sessions of a CSL project</td>
</tr>
<tr>
<td><strong>DEFINITION:</strong></td>
<td></td>
</tr>
<tr>
<td>CSL - Community Service Learning</td>
<td>4-H’ers are involved in 6 or more sessions. i.e., Reading Buddies, Adopt-A-Grandparent, maintaining a recycling project.</td>
</tr>
<tr>
<td>Youth Leadership Development</td>
<td>Number of youth <strong>who assumed club officer</strong> responsibilities or a leadership function at the parish level.</td>
</tr>
<tr>
<td>Youth Leadership Development</td>
<td>Number of youth <strong>assuming leadership for other club activities</strong>, i.e. chaired committee, coordinated activity or otherwise demonstrated increased leadership capacity during the club year. i.e. quiet kid was active in a committee for first time, member coordinated club event.</td>
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A tally mark is to be placed by each member’s name that falls into the above categories. The report is to be kept for the entire school year and turned into the 4-H agent. The agent will tally the marks.
<table>
<thead>
<tr>
<th>Club Member Name</th>
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<tr>
<th>Totals</th>
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Club Name ___________________  Leader ___________________
Revised 8/24/05  
Page 1 of _____
Celebrate National 4-H Week

Celebrations:

1. Create a media event by getting a commitment from every 4-H'er for individual service projects during National 4-H Week. Print their pledges in the newspaper and encourage the members to supply photos of their work. Better yet, send the newspaper photographer to catch the 4-H'ers at work.
2. Have a reception at the courthouse, or downtown, or at school. Serve limeade!
3. Distribute green bottles of bubbles. Invite everyone to have a green bubble-blowing party and 4-H Week reception.
4. Have a green balloon day. Give away 4-H balloons.
5. Host an Ice cream social for club members and advertise for new members to attend.
6. Host a pizza party for club members and advertise for new members to attend.
7. Have a gala premiere of your newest video (or slide set) of 4-H highlights from the past year.
8. Have a parish-wide 4-H scavenger hunt. Advertise a list of items (a real four-leaf clover, a 4-H enrollment card, the autograph of a 4-H volunteer, the autograph of a 4-H donor, a snapshot of a 4-H'er, etc.). The first person to bring all the correct items to a designated volunteer or the Extension office, receives an award or nice donated prize.
9. 13. Funniest 4-H video contest, 4-H academy awards, Unsolved 4-H Mysteries (with skits about 4-H'ers and leaders), a TV Guide party (with 4-H related spoofs from a variety of shows), a Wheel-of-4-H Night where participants are chosen from the audience to guess (and fill-in the blanks for) major 4-H successes from the past year, a 4-H Survivor event, 4-H... the Strongest Link Show or other ideas from your 4-H'ers healthy imaginations.

Media & Marketing:

10. Provide the local newspaper with articles written by members, volunteers, alumni and donors for a 4-H insert.
11. Select a dozen entries in a call for PSA's on 4-H. Let the authors tape the spots for local radio stations.
12. Have fortune cookies made, with a 4-H message inside each one. Distribute them in restaurants and in other public places.
13. Schedule 4-H members and/or adult leaders to present PTA and civic meeting programs.
14. Distribute a thought-for-the-day for each day of National 4-H Week.
15. Make 4-H badges or buttons to wear and distribute.
16. Get 4-H balloons. Distribute them everywhere!
17. Have a call for 4-H bumper sticker designs. Let a local printer or artist select an entry. Unveil and distribute the bumper stickers during 4-H week.
18. Cover your community with 4-H posters! Encourage EVERY 4-H'er to bring a 4-H poster to the club meeting. Let a committee of 4-H'ers and volunteers be responsible for distributing signs in every business and public places.
19. Place 4-H promotional placemats in local restaurants.
20. Fly a 4-H flag on the town square.
21. Radio contest: Use questions based on 4-H history and 4-H today. Callers, who give correct answers, win a prize. Use 4-H camp T-Shirts, 4-H pens and pencils, and other promotional trinkets.
22. Use 4-H promotional/educational exhibits at businesses, schools, banks and supermarkets.
23. Distribute 4-H appreciation items or 4-H survival kits to 4-H teacher leaders, school principals (green life savers, 4-H pencil, 4-H calendar, etc.).
24. Ask local businesses to put 4-H is Great! Get Into It! on their signs during the week.
25. Get local business firms with a sign board or marquee to carry a 4-H salute.
26. Use bank or telephone company bill stuffers announcing 4-H Week and explaining 4-H program.
     Notices in water bills, bank statements, phone bills
27. Have 4-H’ers write a success story about local 4-H alumni.
28. Notices in shopping bags or community calendar
29. Prepare a 4-H leaflet or flier that can be given out at local food stores. It would be about foods and nutrition and maybe give a few popular, tested 4-H recipes. It could be distributed by 4-H’ers at the exit doors or slipped into grocery bags by checkers or cashiers.

**Events and Activities:**

30. Have a 4-H Cookie-baking Marathon and deliver cookies to police departments, teachers, school board members, fire departments, and other community services.
31. Have contests for T-Shirts, posters, bumper-stickers, 4-H displays, PSA’s, essays and feature stories. Use them!
32. Have 4-H’ers wear 4-H buttons or pins or T-shirts at least one special day during the week.
33. 4-H members visit local businesses and individuals and say thank you for supporting 4-H.
34. Sponsor coloring contest in second and third grades. Use the 4-H theme and make a picture to color.
     Have the pictures judged and award 4-H ribbons in each classroom.
35. Fly 4-H flag at the courthouse, schools, Extension office, city hall, etc.
36. Distribute 4-H cookies to local merchants and supporters of 4-H.
37. Rally, walk-a-thon, swim-a-thon, bike-a-thon
38. Have 4-H Week proclaimed by parish judge, mayor, etc.
39. Have a 4-H Family Open House where people visit the school in which 4-H pictures and project memorabilia are displayed.

**Club Meetings:**

40. Have an enrollment party at club meeting.
41. Have a reception for the principal and teachers.
42. Give a clover sticker to everyone you find smiling.
43. Distribute something with 4-H on it for every bulletin board.
44. Distribute a list of celebrity 4-H alumni. Scramble the names or have them fill-in-the-blanks.
45. Invite teen 4-H'ers, 4-HAmbassadors and 4-H alumni to explain 4-H.
46. Give door prizes (4-H pencils, T-Shirts, Blue Tick Tickets, etc.) by drawing completed enrollment cards.
47. Take a jar of green jelly beans to club meeting. Let members guess how many jelly beans are in the jar.
     Let the number equal the number of 4-H'ers in your county or in the state last year. Explain that it would take a certain number of jars to hold that many jelly beans.

**Recognition for Donors & Other 4-H Supporters:**

48. 4-H'ers deliver green and white mints.
49. 4-H'ers write thank you notes.
50. 4-H'ers distribute thank you posters for windows.
51. 4-H'ers distribute 4-H T-Shirts.
52. 4-H'ers deliver original thank you poems or singing thank-you-grams.
53. Mail or deliver an audio or video cassette of 4-H'ers saying thank you.
54. Mail them a video tape of the past year's 4-H highlights.
55. 4-H'ers could grow or transplant shamrocks to deliver to donors and other supporters during 4-H Week.
56. Distribute 4-H pencils.
57. Have special ribbons made (rosettes are great!) that read **4-H VIP**.
58. 4-H'ers make and deliver jars of green and white jelly beans.
59. 4-H'ers deliver 4-H calendars to them.

**As A Club:**

60. Make clover-shaped cookies to deliver
61. Present a skit.
62. Sing a song.
63. Have a reception for parents.
64. Prepare a meal. Invite the parents as guests.
65. Do a community service project.
66. Honor an adult volunteer, teen leader or donor.
67. Make cookies for the school custodians, secretaries, cafeteria staff and bus drivers.
68. Prepare refreshments for the teachers' lounge.
69. Decorate a bulletin board.
70. Present a thought-for-the-day over the intercom each morning.
71. Display the 4-H flag for the week.
72. Advertise a wear-green day. Distribute green and white mints to everyone who wears green that day; or distribute tickets to a fun 4-H event.

**Last Minute Ideas:**

73. Take a potted plant to key supporters. Stick a paper 4-H clover on a florist stem in the pot.
74. Have a phone-a-thon. 4-H'ers phone all the donors and sponsors to say thanks.
75. Distribute books or packs of lifesavers with a note *You've been one for us this year! Thank you.*
76. Distribute One Million Dollar candy bars with a note *You're worth more than this. Thanks for being a friend to 4-H.*
77. Add a 4-H Week message to every e-mail and written correspondence during the week.
78. Have everyone in the office answer the phone with *Happy 4-H Week!*
79. Have 4-H'ers deliver small toy bulldozers with a note *We'd move the earth for you. Thanks for putting wheels on 4-H this year.*
80. Take a donor to lunch each day during 4-H Week. Recruit volunteers and co-workers to do the same. If possible, let 4-H'ers take a donor or volunteer to lunch, even if it's in the school cafeteria.
81. Send sticks or packs of gum with notes attached *Thanks for sticking with 4-H!*
82. Ask an office building to turn lights on at night to spell 4-H if you have a building that's large enough.
83. Ask volunteers to stop by the high schools where your teen 4-H'ers are. Deliver them a little care bag or a *good luck with all your tests this week* note and surprise. Sometimes schools will have office helpers put surprises in the lockers for you.
84. Have a 4-H pizza party for 4-H'ers caught wearing green during 4-H Week.
85. Have a wear flip flops to school day and everyone can “**Flip for 4-H**”
Advisory Leadership Council

- Identify issues and opportunities that serve as a basis for the 4-H program’s content and emphasis by:
  - Helping set priorities and goals for the 4-H program.
  - Implementing the 4-H program and its activities.
  - Evaluating the 4-H program and its activities including the impact which the 4-H program and its activities make upon the participants, stakeholders and Parish.
  - Explain and promote 4-H programs, procedures and opportunities to the youth, organizations and governing bodies of the Parish.
  - Ensure that a broad-based 4-H program is available to all youth.

Livestock Advisory Committee

The purpose of the livestock advisory committee is to plan, implement, evaluate and advise on any beneficial actions that would improve the Livestock Program. The purpose of the advisory board will be to make decisions on matters concerning the Livestock Program. Financial matters and decisions would be the responsibility of the Livestock Board.

This board will be made up of elected parents or legal guardians of cattle (beef and dairy), poultry, rabbit, sheep/goat, and swine exhibitors; and one at-large representative from a breed association or agricultural industry.

Outdoor Skills Advisory Committee

The purpose of the Outdoor Skills advisory committee is to plan, implement, evaluate and advise on any beneficial actions that would improve the Outdoor Skills Program. The purpose of the advisory board will be to make decisions on matters concerning the shooting sports Program. Financial matters and decisions would be the responsibility of the advisory board.

Food and Fitness Board

Those who have an interest in making healthy living decisions and are currently enrolled in 4-H and classified in the 7th-12th grade the year they serve. Adult volunteers wishing to serve on the parish food and fitness board will also apply.

Membership, Tenure and Selection:

- Tenure is one year.
- Board Members may serve unlimited terms, but must reapply each year.
- May have up to 15 members (discretion of the advisors). Alternates (depending on the number of applicants) may be selected.
- Selection will be from written application and interview.

Members will be required to:

- Attend regular Board meetings.
- Attend, help plan, and conduct Board events as specified.
- Serve as a parish liaison in the school they represent.
- Check email for board announcements and updates.
- Correspond promptly with advisors and officers.

Objectives:

Members will:

1. Plan and promote healthy living-related programs that provide for life skill development related to food, nutrition, fitness, and overall health (including food prep, food safety, basic nutrition, healthy choices, physical
activity, etc.). In addition, opportunities for the development of decision-making, communication, planning and organization, problem-solving, leadership and service will be promoted.

2. Gain skills necessary to make and teach healthy food choices in a variety of settings; mastery of skills which lead to a healthy lifestyle.

3. Gain knowledge about the sciences of food/nutrition, exercise/fitness, and understand the scientific methods used in research.

**Junior Leadership Club**

This club is open to all 7th-12th grade 4-H members and meets on the first Tuesday of every month at 6:00 p.m. Junior Leaders have fun helping younger 4-H’ers with their project work and assisting the less fortunate in their communities. This club also participates in numerous activities where our members meet and make friends with other teenagers from throughout the state. Responsibilities include: Media relations, community service learning projects, hosting 4-H dances, assisting with preparations for contests, teaching workshops and serving as leaders at local community events.

**Livestock Ambassadors**

This leadership position will be selected through the use of an application form and interview. Interested 7th-12th grade club members must submit a completed application form. No more than 4 youth will be selected to serve a one year term. Board Members may serve unlimited terms, but must reapply each year.

**Members will be required to:**

- Attend regular Board meetings.
- Attend, help plan, and conduct Board events as specified.
- Serve as a parish liaison in the school they represent
- Check email for board announcements and updates
- Correspond promptly with advisors

**Objectives:**

*Members will:*

1. Plan and promote shooting sports-related programs that provide for life skill development related to decision-making, communication, planning and organization, problem-solving, leadership and service.

2. Represent 4-H and specifically the Avoyelles livestock program for public relations purposes at special events; at donor/supporter functions and with the general public, peer groups, 4-H groups, community service groups, schools and media contacts.

3. Serve as spokespersons for the Avoyelles livestock program on the parish level helping to make the 4-H livestock program more visible.

4. Further develop their skills in leadership, public presentation, citizenship, community service, public relations and team building.

**Shooting Sports Club**

The 4-H Shooting Sports Program strives to assist young people in personal development, in establishing a personal environmental ethic and in exploring life-long vocational and vocational activities through the use of experiential learning and positive interactions with youth and adult role models. It is open to all 4-H members. The club consists of shooting sports, fishing sports and camping programs for youth. This program is conducted by volunteers.
**Shooting Sports Ambassadors**

- This leadership position will be selected through the use of an application form and interview. Interested 7th-12th grade club members must submit a completed application form **May have** up to 4 members (discretion of the advisors). Alternates (depending on the number of applicants) may be selected to serve a one year term. Board Members may serve unlimited terms, but must reapply each year.

**Members will be required to:**
- Attend regular Board meetings.
- Attend, help plan, and conduct Board events as specified.
- Serve as a parish liaison in the school they represent.
- Check email for board announcements and updates.
- Correspond promptly with advisors.

**Objectives:**

*Members will:*

1. Plan and promote shooting sports-related programs that provide for life skill development related to decision-making, communication, planning and organization, problem-solving, leadership and service.

2. Represent 4-H and specifically 4-H Shooting Sports for public relations purposes at special events; at donor/supporter functions and with the general public, peer groups, 4-H groups, community service groups, schools and media contacts.

3. Serve as spokespersons for the 4-H Shooting Sports program on the parish level helping to make 4-H Shooting Sports programs more visible.

4. Further develop their skills in leadership, public presentation, citizenship, community service, public relations and team building.
Club Contests & Awards

NATIONAL 4-H WEEK SCHOOL DISPLAY AWARD
- Open to all 4-H Clubs.
- Display must be set outside of school for general public to view.
- School display should be displayed during National 4-H Week. To submit club entry, a photo(s) should be sent via email to 4-H agents by designated deadline on calendar.
- Displays are awarded based on creativity and visibility.
- Contest Description: To promote awareness to the community that the school supports the 4-H Youth Development Program.

CLUB MEETING PERFORMANCE AWARD
- Open to all 4-H Clubs.
- The award is based on a scorecard presented to the clubs at the first meeting which scores how the club officers, members and volunteers follow club meeting procedures.
- Each month 4-H agents will keep score on club meeting performance. Feedback will be given to club officers and volunteers after each meeting.
- An average score is taken based on average club meetings per school year.
- Clubs may be awarded most improved club meeting or overall club meeting performance.

CLUB REPORTER’S SCRAPBOOK
- Open to all Avoyelles Parish 4-H Clubs.
- Created by club reporter (chairman) and club scrapbook committee.
- A trophy and monetary prize will be awarded to the club that receives first place. All club scrapbooks will compete against each other.
- Your club is responsible for getting publicity about your club activities in the newspaper and also report all community service and other activities your club participated in throughout the year in your club’s scrapbook.
- The club scrapbook will be comprised of two parts:
  a. Reporters articles - it should contain news clippings from newspapers, school papers and newsletters about the club or articles written to be submitted.
  b. Scrapbook of all community service and other activities performed by club from the past year.
- Scoring: Scrapbooks will be judged according to the following criteria.
  1. Quality of articles written by club reporter = 20 points
  2. Quality and showcase of club activities = 35 points
  3. Number and quality of community service activities = 20 points
  4. Number and quality of other 4-H activities = 20 points
  5. Scrapbook neatness = 5 points
  6. Creativity of Scrapbook=20 points
    1. Clubs will be able to list all activities participated in throughout the past year.
    2. Scrapbooks can be turned in on a traditional scrapbook, but the maximum page size is 12” X 14”.

COMMUNITY SERVICE-LEARNING ACHIEVEMENT AWARD
- Open to all 4-H Clubs.
- Contest Description: An ongoing service-learning project that involves the entire club. Includes 40 hours of education, planning, implementing, community partnerships, reflecting, etc. which add to the overall enhancement of generosity of youth.
- A report form outlining the club’s service-learning project must be submitted by the designated date to participate. Form found in forms applications.
- Up to 10 pages of supporting materials can be included. These items can include pictures, letters, news articles, etc. The reporting period for this award should be from August of the previous year to April of the current year.
- Award application and supporting material must be submitted in a 3 ring binder.
- Parish club winner(s) will be submitted to compete on the state level.

### Group Service-Learning Award Score Card

Club: __________________________________________

<table>
<thead>
<tr>
<th>Area</th>
<th>Points</th>
<th>Score and Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Youth Voice</td>
<td>10 points</td>
<td></td>
</tr>
<tr>
<td>Needs Assessment</td>
<td>10 points</td>
<td></td>
</tr>
<tr>
<td>Goals &amp; Objectives</td>
<td>10 points</td>
<td></td>
</tr>
<tr>
<td>Planning</td>
<td>10 points</td>
<td></td>
</tr>
<tr>
<td>Service Project</td>
<td>20 points</td>
<td></td>
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<tr>
<td>Collaboration</td>
<td>5 points</td>
<td></td>
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<tr>
<td>Reflection</td>
<td>10 points</td>
<td></td>
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<tr>
<td>Outcomes</td>
<td>10 points</td>
<td></td>
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<tr>
<td>Total Hours</td>
<td>5 points</td>
<td></td>
</tr>
<tr>
<td>Supporting Materials</td>
<td>10 points</td>
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<tr>
<td></td>
<td>Total Score</td>
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</tbody>
</table>
Contests and Activities

ACHIEVEMENT DAY
Achievement Day is an end of the year event where youth and volunteers come together to demonstrate their skills and learn through educational activities. The event is open to all youth and they are encouraged to take part in as many contests and educational activities as desired.

NATIONAL 4-H WEEK POSTER CONTEST
Contest is held at the beginning of every club year. 4-Hers are asked to draw a picture and have a catchy slogan promoting 4-H. Pictures need to be drawn on 8 ½ x 11 typing paper. Computer generated themes are accepted. Entries relating to the advertisement of cigarettes or alcohol will not be accepted. Each school can turn in as many posters as they receive. Posters will be judged at the 4-H office. First through fifth place winners will be announced. The top five posters will be selected and sent to compete in the state 4-H Camp Catch-Phrase Contest.

A $25 monetary award will be awarded to the 4-H member whose poster receives top honors on the parish level.

CAREER PREPARATION CONTEST
- Open to all 4-H members.
- Held at Achievement Day.
- Individual contestants submit a resume, application, story, and participate in a job interview.
- The situation for the contestant’s interview with the judges will be a job interview. The contestant selects the job for which they want to be interviewed and put name of job on resume. The job selected should represent a present-day situation, not a job projected in the future. Contestants will be asked questions dealing with workplace ethics and other knowledge as indicated on the interview scorecard during the interview process.
- Each contestant should wear an outfit appropriate for a job interview. For males: slacks, button-down shirt and tie. For females: skirt and blouse, dress, or appropriate pants suit.
- Each contestant submits a resume giving his or her qualifications for the job for which he or she is applying. Resume MUST be typed.
- The Personal Development Story (story shall be no more than 6 pages double-spaced), resume, and job application shall be compiled into a bound portfolio.
- Judges will refer to portfolios during the interviews. The order of items to be placed in the portfolio are as follows:
  A. Cover Page
  B. 4-H Job application Form
  C. My Story in Career Preparation
  D. Resume
- Scores will be based on:
  a. 4-H Personal Development story  65
  b. Resume  35
  c. Application  25
  e. Interview  100
  TOTAL 225
CAREER PREPARATION COVER PAGE

Name ________________________________________________________________
Last                   First                  Middle

Address ________________________________________________________________
Street or Route Box       City       LA    Zip Code

Age_____ Date of Birth ___________________ Number of years in 4-H_______

Name of Parents or Guardian ________________________________________________

Name of 4-H Club to which you belong __________________________________________

What long-term career (after high school/post-secondary education) do you plan to follow?

STATEMENT BY CLUB MEMBER

I personally prepared this 4-H record and believe it to be correct.

Date _______________ Signature of Club Member ______________________________

APPROVAL OF THIS REPORT

We have reviewed this report and believe it to be correct:

Date _______________ Signed ________________________________

Parent or Guardian
MY STORY IN CAREER PREPARATION

Please follow this outline for writing your story. Remember the emphasis in this project is personal development and career preparation. You are encouraged to not only write about the present job for which you are applying, but also about your plans for a long-term career upon completion of your education.

Title: “My Story in Career Preparation”

1. **Introduce yourself** – include your age, interests, parents, siblings, where you live, where you go to school, and when and why you joined 4-H. (5 points)

2. **What learning situations have you participated in or planned for relating to your long-term career upon completion of your education?** (15 points)
   a. identifying various career options
   b. learning the requirements for a particular job

3. **What have you done to prepare yourself for the job you selected to interview for in this contest?** (15 points)
   a. job requirements
   b. skills developed

4. **What learning situations have you planned or participated in related to personal development?** (15 points)
   a. clothing and grooming appropriate for the situation
   b. developing poise and confidence
   c. appropriate etiquette

5. **How have you shared your experiences in this project with others?** (5 points)

6. **Proper grammar/spelling/neatness.** (10 points)
# 4-H Job Application Form

(Job for which you are applying for today, not your long-term career)

<table>
<thead>
<tr>
<th>Last</th>
<th>First</th>
<th>M</th>
<th>Position Desired</th>
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</table>

<table>
<thead>
<tr>
<th>Street Address or P.O. Box</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
<tbody>
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<thead>
<tr>
<th>Morning</th>
<th>Afternoon</th>
<th>Evening</th>
<th>Weekends</th>
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</thead>
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</tr>
</tbody>
</table>

**Daytime Phone Number**

**Hours Available to Work**

**Education:**

- **Highest Grade Completed**
  - Elementary
  - High School
  - Post-Secondary
  - Post Graduate

- **Name and Address of Most Recent School Attended**

**Specialized Training or Skills:**

**Work Experience:**

Continue on next page
School, Church or Community Activities

References: Please list the names, addresses, phone numbers and e-mail addresses of three people who are familiar with your work. Do not list family members.

1. 

2. 

3. 

I hereby certify that the information that I have included in this application is true and correct to the best of my knowledge. I understand that intentionally omitting or misrepresenting any information required for this application will result in the rejection of my application or termination of my employment.

Signature

Date
**CHALLENGE CAMP**

- Held at Grant Walker 4-H Educational Center in Pollock, Louisiana in November.
- Costs range from $75.00 to $85.00.
- Description: To challenge 7th and 8th graders to set high personal goals as a result of activities designed to develop:
  
  - A positive self-concept
  - Interpersonal relationship skills
  - Communication

- Rules: To become a Challenge Camp participant, an application must be filled out. Application can be found at the 4-H Office or in September and October newsletters.

- Camp Counselors: **Note Age Requirement:** 15 years of age or at least a sophomore in high school. To apply for the job of Counselor at 4-H Summer Camp or Challenge Camp, complete the job application and return to 4-H Office. *See form and application section.

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**COMMODITY COOKERY (rules are subject to change based on district contest)**

- **MAY ONLY ENTER 1 DISH IN EACH COMMODITY (BEEF, SUGAR, SEAFOOD & RICE)**
- Entry form must be attached to dish.
- Dishes must be prepared at home and brought to the contest ready for serving.
  - Each dish must be chilled on ice and brought to the contest in an ice chest. No hot dishes will be allowed. Bring only the dish and ice chest to the contest – no placemats, no serving utensils, no flower arrangements, etc.
- Creativity and originality are encouraged. The use of previous winning recipes is discouraged.
- Only one copy of the recipe is required. Recipe may be neatly hand written or typed. Include contestants name, grade and club on back of recipe.
- The first place winners in each category will compete at the area contest representing Avoyelles Parish.

- **Ground Beef Cookery (All Grades)**
  Bring to the contest a prepared ground meat dish to fit one or more of the divisions described below. A minimum of one pound of ground beef must be used. All beef should be cooked until gray in color, not pink, and juices run clear.
  The beef cookery will be divided into three divisions:
  
  - **Low-Calorie Main Dish:** A dish which provides less than 300 calories per serving. Calculation of calories will be stated on recipe.
  - **Quick & Easy Main Dish:** A dish that is ready to serve in less than one hour. The time for each step and for cooking and baking will be stated on recipe.
  - **One-Dish Meal:** A dish that provides complete servings from at least three of the five required food groups. Serving of the dish should be on recipe.

- **Seafood Cookery (All Grades)**
  1. All final garnish for the dish should be done by the contestant.
  2. The recipe must use at least 1 cup of the seafood.
  3. Canned seafood will not be accepted.
  4. Categories are: Shrimp, Crawfish, Oyster, Fish/Non-Traditional, and Crab.

- **Sweet Potato Cookery (All Grades)**
  - The dish must contain at least one (1) cup of sweet potatoes.

- **Pecan Cookery**
  - Dish must contain 1 cup of pecans.

- **Egg Cookery**
  - The egg dish must utilize a minimum of four (4) eggs. This can be four (4) whites, four (4) yolks, or four (4) whole eggs. **NO RAW EGGS WILL BE ALLOWED IN THE FINAL PRODUCT.**
The recipe with 4 eggs must make only one standard size dish. For example, a recipe with 4 eggs that makes two pies of standard size will not qualify.

**Poultry Cookery**

- **Chicken** – a dish which contains a minimum of 2 pounds bone-in chicken or 1 pound deboned chicken meat. This dish **should not** include special processed chicken, such as marinated chicken strips, chicken nuggets, chicken franks, smoked chicken, canned chicken, etc. Chicken includes any of the following.

<table>
<thead>
<tr>
<th>Fryer</th>
<th>Broiler</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capon</td>
<td>Baking Hen</td>
</tr>
<tr>
<td>Roaster</td>
<td>Cornish or Game Hen</td>
</tr>
</tbody>
</table>

- **Processed Poultry Products** – a dish which includes a minimum of 12 ounces of processed poultry products. Poultry products are poultry meats which have undergone special processing. Marinated, breaded, seasoned and reformed products are examples of special processing techniques. Some product examples are listed below:

  - Ground Turkey
  - Turkey Bacon
  - Turkey sausage
  - Smoked Turkey
  - Turkey Ham
  - Turkey Rolls
  - Ground Chicken
  - Chicken Nuggets
  - Chicken Franks
  - Smoked Chicken
  - Chicken Strips
  - Canned Chicken

**Rice Cookery Contest**

1. The dish must contain at least one (1) cup of cooked rice. Wild rice is not a cultivated rice in Louisiana and does not meet the requirement of 1 cup rice. Dishes containing rice products such as rice cereal, rice flour, etc., must also contain cooked rice. Example: Traditional rice krispie treats do not meet the contest requirements.
2. Bring one copy of the recipe to the contest. The recipe must contain the name of the dish, how much rice it contains, and clear preparation instructions.
3. The contest will be divided into three categories.
   - **Rice Main Dish** - contains significant amounts of beef, poultry or seafood.
   - **Rice Side Dish** - rice dressing would be considered a side dish.
   - **Rice Dessert**

**RECIPE EVALUATION**

The recipe should include the following parts:

a. Name of recipe
b. List of ingredients in order used in instructions
   1. Measurements given in common fractions
   2. No abbreviations used
   3. No brand names used
c. Instructions for combining ingredients
   1. Clear instructions for every step of combining and cooking the ingredients
   2. Short, clear, concise sentences
   3. Correct food preparation terms to describe combining and cooking process
   4. Size of pan stated
   5. Temperature and cooking time stated
   6. Number of servings and calories per serving given
d. Dish meets contest and division requirements
Avoyelles 4-H Commodity Cookery Contest

Time: Saturday, November 9th, 8:00 a.m.-11:00 am
Place: Avoyelles LSU AgCenter, 8592 Hwy 1, Mansura
Contact: Esther Coco Boe, 318-964-2245 or eboe@agcenter.lsu.edu

Who Can Participate: Any Avoyelles 4-H member!!!!!!!

What is required to enter?

1. A dish of food prepared according to rules.
2. Each dish must be made in advance, and brought to the contest in its own separate regulation ice chest – with ice in the chest.
3. Bring a recipe for each dish of food. (a child may enter more than one category)
4. Bring a registration sheet for each dish of food.

Number: ______________

PRE-REGISTRATION SHEET
Complete this form and bring it with each dish you enter. Bring your recipe as well. Please Print.

NAME: ________________________ AGE: ________________________
SCHOOL/CLUB: ________________________

PLEASE CIRCLE DIVISION: ELEMENTARY JUNIOR SENIOR

Category of dish (Please circle one)

Seafood: Crawfish Shrimp Crab Catfish Other
Beef: Low Calorie One Dish
Poultry: Chicken Processed (includes turkey)
Egg: Salad/Appetizer Main Dish Dessert
Sweet Potato: Dessert Other
Rice: Main Dish Side Dish Dessert
Pecan: Candy Dessert Other

PLEASE CHECK: _______HEAT or _______DO NOT HEAT

COMMODITY ILLUSTRATED TALK
- Open to all 4-H members.
- Commodity Talks must be pre-registered. Any illustrated talk not pre-registered will be unable to participate.
- Must pre-register for parish contest. Entry form found in forms and applications.
- Contestants may enter only one category in each Commodity Illustrated Talk. Example: one seafood, one turkey, one chicken and one egg.
- Division I- 4th, 5th, and 6th grades; Division II- 7th, 8th, and 9th grades; Division III-10th, 11th, and 12th grades.
- Parish contest winners will go on to represent Avoyelles Parish at the State level.

**COMMODITY ILLUSTRATED TALK DESCRIPTIONS:**

**Division I** – (Grades 4-6) The contestant designs (a) a standard poster 22” X 28” relating to one of the five categories (1) production, (2) food preparation and nutritive value (3) food safety, (4) processing, (5) marketing; (b) presents a 2-3 minute explanation of poster subject; (c) responds to questions from judges. No dish required. Costumes based on theme are acceptable. No notes or outlines, other than wording on the poster are to be used while giving the presentation.

**Division II** – (Grades 7-9) The contestant designs (a) a standard poster 22” X 28” relating to one of the five categories (1) production, (2) food preparation and nutritive value (3) food safety, (4) processing, (5) marketing; (b) prepares an essay not to exceed 500 words or 3 typed pages, (12-14 spaces per inch) double spaced, about the selected subject; (c) presents a 2-3 minute explanation of subject; (d) responds to questions from judges. No dish required. Costumes based on theme are acceptable. No notes or outlines, other than wording on the poster are to be used while giving the presentation.

**Division III** – (Grades 10-12) The contestant will present a 5-8 minute oral presentation following current guidelines of the national commodity illustrated talk contests. (Only Egg Illustrated Talk requires a dish). No PowerPoint presentations will be allowed in any division. Costumes based on theme are acceptable. No notes or outlines, other than wording on the poster are to be used while giving the presentation.

**Scoring** – 100 points

- **Appearance**
  - 5 points – Neatly dressed, neat hair, nails and hands clean, etc.

- **Visuals**
  - 15 points – Appropriate illustrations, neat and legible, ease of handling and creative use of colors and materials.

- **Content**
  - 30 points – Information accurate, complete and practical. Knowledge demonstrated, main points summarized.

- **Presentation**
  - 35 points – Appropriate introduction, organization to subject matter, contestant’s poise and ability to present information in an effective way.

- **Length**
  - 5 points – The following chart will be used:
  
<table>
<thead>
<tr>
<th>LENGTH POINTS AWARDED</th>
</tr>
</thead>
<tbody>
<tr>
<td>0-2 minutes .......................0</td>
</tr>
<tr>
<td>2-5 minutes ....................3</td>
</tr>
<tr>
<td>5-8 minutes ......................5</td>
</tr>
<tr>
<td>Over 8 minutes...............0</td>
</tr>
</tbody>
</table>

- **Response to judges’ questions** – 10 points
COMPACT TRACTOR (RIDING LAWNMOWER)
- Open to all 4-H members in grades 6-12.
- Held at Achievement Day.
- The contest will consist of identifying 10 parts and a driving portion that includes Compact Tractor Safety and Compact Driver Operation. The scores from each part will be added. Lowest overall score wins.

DEMONSTRATIONS
- Open to all 4-H members.
- Held at Achievement Day.
- All contests will consist of three divisions: Elementary (grades 4-5), Junior (grades 6-8), Senior (grades 9-12)
- There will be a limit to no more than two demonstrations per 4-H member.
- Members of a team demonstration can be from different clubs. Members can be from a different grade level, but will compete in the oldest team member’s grade division.
- All demonstrations and speeches must be prepared and practiced prior to Demonstration Day.
- There will be one easel and tables in each contest room. 4-H'ers must furnish all other equipment and supplies. 4-H'ers are responsible for clean-up after each demonstration they give.
- All demonstrations must be pre-registered. Any Demonstration not pre-registered will be unable to participate. Entry form found in forms and applications.

DEMONSTRATION CATEGORIES:
Agriculture Individual
1. Open to any 4-H member.
2. Contestants compete as individuals - no teams.
3. Must be a method demonstration - not an illustrated lecture.
4. May include: livestock and crop production, conservation of natural resources, wildlife management, marine science, poultry science, agricultural engineering, forestry, horticulture, etc. Examples: Care of lawn equipment, cleaning a saddle, how to plant potatoes, grooming a dog, making an insect collection
5. Time limit – min. of 5, max.15 minutes.

Agriculture Demonstration Team
1. Open to any 4-H member.
2. Must be a team of two 4-H'ers.
3. Must be a method demonstration - not an illustrated lecture.
4. May include livestock and crop production, conservation, wildlife management, marine science, poultry science, agricultural engineering, forestry, horticulture, etc. Examples: Care of lawn equipment, cleaning a saddle, how to plant potatoes, grooming a dog, making an insect collection, etc.
5. Time limit – min. of 5, max.15 minutes.

Family and Consumer Science Individual
1. Open to any 4-H member.
2. Contestants compete as individuals - no teams.
3. Must be a method demonstration - not an illustrated lecture.
4. Subjects may include clothing, family life, family resource management, health, safety, housing, house furnishings, etc. This does not include foods demonstrations. Examples: Cleaning a sewing machine, making play dough, proper way to exercise, making a first aid kit, removing stains, etc.
5. Time limit – min. of 5, max.15 minutes.
Family & Consumer Science Team
1. Open to any 4-H member.
2. Contestants compete as a team of two 4-H'ers.
3. Must be a method demonstration - not an illustrated lecture.
4. Subjects may include clothing, family life, family resource management, health, safety, housing, house furnishings, etc. This does not include foods demonstrations. Examples: Cleaning a sewing machine, making play dough, proper way to exercise, making a first aid kit, removing stains, etc.
5. Time limit – min. of 5, max. 15 minutes.

General Individual
1. Open to any 4-H member in grades 4-8.
2. Contestants compete as individuals - no teams.
3. Contestants must present a method demonstration - not an illustrated lecture.
4. Demonstrations may not be related to another category. Demonstrations that are not allowed in this category include: any foods demonstration, entomology, energy management, Horticulture topics, small engines, etc. Examples: How to chart a hurricane, using the computer, how to make a necklace, how to clean a camera, garnishing, how to make any craft, etc.
5. Time limit – min. of 5, max. 15 minutes.

General Team
1. Open to any 4-H members in grades 4-8.
2. Contestants compete as a team of two 4-H'ers.
3. Contestants must present a method demonstration - not an illustrated lecture.
4. Demonstrations may not be related to another category. Demonstrations that are not allowed in this category include: any foods demonstration, entomology, energy management, horticulture topics, small engines, etc. Examples: How to chart a hurricane, using the computer, how to make a necklace, how to clean a camera, garnishing, how to make any craft, etc.
5. Time limit – min. of 5, max. 15 minutes.

Food Demonstration
1. Open to any 4-H member.
2. May be an individual or team.
3. Contestants must give a method demonstration on the preparation of a food dish. This category includes demonstrations in rice cookery, fruits and vegetables, breads, dairy foods, etc.
4. Time limit – min. of 5, max. 15 minutes.
## DEMONSTRATION SCORE CARD

**NAME:** ____________________________ **GRADE:** _______

**SCHOOL:** ___________________ **TITLE OF DEMO:** __________________________

<table>
<thead>
<tr>
<th>CONTENT</th>
<th>POSSIBLE SCORE</th>
<th>YOUR SCORE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>DEMONSTRATOR(S)</strong></td>
<td>25</td>
<td>_________</td>
</tr>
<tr>
<td>- Voice -- speaks clearly, projects enthusiasm</td>
<td>5</td>
<td>_________</td>
</tr>
<tr>
<td>- Appearance - neat and proper</td>
<td>5</td>
<td>_________</td>
</tr>
<tr>
<td>- Suitable - posture and action</td>
<td>5</td>
<td>_________</td>
</tr>
<tr>
<td>- Delivery (comfortable with lines)</td>
<td>5</td>
<td>_________</td>
</tr>
<tr>
<td>- Confident and skillful</td>
<td>5</td>
<td>_________</td>
</tr>
</tbody>
</table>

| **SUBJECT MATTER:**                         | 25             | _________  |
| - brief introduction giving value of the topic | 5              | _________  |
| - accurate, up to date, complete information  | 10             | _________  |
| - accurate answers to any questions asked     | 5              | _________  |
| - sources of information given                | 5              | _________  |

| **PRESENTATION:**                           | 30             | _________  |
| - Ability to work easily and effectively     | 10             | _________  |
| - Arrangement and use of equipment           | 5              | _________  |
| - Organization and outline                   | 5              | _________  |
| - Posters                                    | 5              | _________  |
| - Summary                                    | 5              | _________  |

| **RESULTS:**                                | 20             | _________  |
| - Was it a show how demonstration?           | 10             | _________  |
| - Is there a finished product?               | 5              | _________  |
| - All procedures made clear?                 | 5              | _________  |

**TOTAL:** 100 _________

---

### FISHING SPORTS CONTEST

- Open to any 4-H member.
- Held at Achievement Day.
- This is a written contest.
- Contest Description: The contestant will be required to take a test relating to fishing (rules, limits, safety, ethical issues, etc.) Identify fish, and fishing gear. Contestant will also use a rod/reel that will be provided. Practice casting into kiddie swimming pools from distances varying 5-40ft.
List of fish to identify:

<table>
<thead>
<tr>
<th>Fish</th>
<th>Fish to Identify</th>
</tr>
</thead>
<tbody>
<tr>
<td>Red Drum</td>
<td>Largemouth Bass</td>
</tr>
<tr>
<td>Black Drum</td>
<td>White Crappie</td>
</tr>
<tr>
<td>Spotted Seatrout</td>
<td>Black Crappie</td>
</tr>
<tr>
<td>White Seatrout (silver/sand)</td>
<td>Bluegill</td>
</tr>
<tr>
<td>Spadefish</td>
<td>Redear Sunfish</td>
</tr>
<tr>
<td>Sheepshead</td>
<td>Green Sunfish</td>
</tr>
<tr>
<td>Southern Flounder</td>
<td>Longear Sunfish</td>
</tr>
<tr>
<td>Gulf Menhaden</td>
<td>Bowfin</td>
</tr>
<tr>
<td>Striped Mullet</td>
<td>Paddlefish</td>
</tr>
<tr>
<td>Hardhead Catfish</td>
<td>Blue Catfish</td>
</tr>
<tr>
<td>Atlantic Croaker</td>
<td>Channel Catfish</td>
</tr>
<tr>
<td>Atlantic Stingray</td>
<td>Flathead Catfish</td>
</tr>
<tr>
<td>Pinfish</td>
<td>Common Carp</td>
</tr>
<tr>
<td>Red Snapper</td>
<td>Grass Carp</td>
</tr>
<tr>
<td>Mangrove (gray) Snapper</td>
<td>Silver Carp</td>
</tr>
<tr>
<td>Ladyfish</td>
<td>Spotted Gar</td>
</tr>
<tr>
<td>Inshore Lizardfish</td>
<td>Alligator Gar</td>
</tr>
<tr>
<td>Gray Triggerfish</td>
<td>Spotted Bass</td>
</tr>
<tr>
<td>Tarpon</td>
<td>Bigmouth Buffalo</td>
</tr>
<tr>
<td>Cobia</td>
<td>Smallmouth Buffalo</td>
</tr>
<tr>
<td>Amberjack</td>
<td>Freshwater Drum</td>
</tr>
<tr>
<td>Crevalle Jack</td>
<td>Black Bullhead</td>
</tr>
<tr>
<td>Spanish Mackerel</td>
<td>Yellow Bullhead</td>
</tr>
<tr>
<td>Dolphin (mahi mahi)</td>
<td>Striped Bass</td>
</tr>
<tr>
<td>Yellowfin Tuna</td>
<td>Hybrid Bass</td>
</tr>
<tr>
<td>Bluefin tuna</td>
<td>Yellow Bass</td>
</tr>
<tr>
<td>Wahoo</td>
<td>White Bass</td>
</tr>
</tbody>
</table>

**4-H CAMP**

- Camp is open to 4, 5 or 6 graders and must be 12 years of age or younger.
- Held in the summer months.
- The camp is held at Grant Walker 4-H Educational Center, an 80-acre campsite located near Pollock, LA on Highway 8 about 15 miles northeast of Alexandria.
- Costs range from $160.00 to $185.00.
- Rules: To become a 4-H camp participant, an application must be filled out. Application can be found in February, March and April’s newsletters. Selection is based on how many times a 4-H member has been to camp and involvement in parish-wide activities.
- **Camp Counselors:** **Note Age Requirement:** 15 years of age or at least a sophomore in high school. To apply for the job of Counselor at 4-H Summer Camp or Challenge Camp, complete the job application and return to 4-H Office. *See form and application section.

**LOST CAMP**

- Camp is open to 7th and 8th grade 4-H members.
- Held in late July, early August.
- The camp is held at Grant Walker 4-H Educational Center, an 80-acre campsite located near Pollock, LA on Highway 8 about 15 miles northeast of Alexandria.
- Costs range from $160.00 to $175.00.
- Rules: To become a 4-H camp participant, an application must be filled out. Application can be found in February and April’s newsletters.
OUTSTANDING 4-H MEMBERS
Outstanding members - (Boy or Girl) - Ten percent of the total enrollment for each club may be turned in. It will be the discretion of the leader to determine the number of boy and girl entries for the club. Areas for judging Outstanding Boys or Girls include 4-H project work, contest participation, community service, leadership activities, and enthusiasm for the 4-H program. Emphasis is placed on quality and not necessarily quantity of activities done or prizes won.
**Application found at back of handbook.

Selected members will be honored at a reception in late April early May. The school club will be responsible for selecting its own members and paying the reception fee for each member selected. The number of outstanding members a club can recognize will be sent to club leader’s in March.

PET SHOW
- Open to all 4-H youth and adults.
- Participants may not enter more than one pet or enter more than two categories.
- Contest Description: There will be three divisions: dogs, cats, and any other pets! No large farm animals, rabbits or wild animals are allowed to enter. All pets must be owned by the 4-H’er entering the animal. All animals must remain on a leash or in a cage during the show. Please call if you have any questions.

You may enter the following categories:
- (1) Largest snout
- (2) Exhibitor Look-Alike
- (3) Longest Hair
- (4) Best Dressed-4-H Theme
- (5) Most Creative Hair Style
- (6) Pet with the best trick

Please Note: Categories and characteristics to be judged in the pet show will vary. We may add or delete categories depending on the number of pets registered.

PHOTOGRAPHY CONTEST
- Open to all 4-H members.
- Divisions: elementary (4-6) Junior (7-8) Senior (9-12)
- Each member may only enter one photo per category.

Categories are:
A. People - any age.
B. Animals - can be of pets, farm animals, zoo animals, fish, etc.
C. Outdoor Shots - buildings, landscapes, flowers, plants, gardens, water, butterflies, and other insects.
D. Promoting 4-H
E. Action Shots - playing sports, fishing, etc.
F. Night Shots - pictures of outdoor scenes at night
G. Black and White - pictures may consist of any subject
H. Agriculture - includes agriculture equipment, livestock, aspects of farming.

Mount picture on an 8 ½ x 11 sheet of black, construction paper (one picture per sheet). Put category on upper right hand corner and name, grade, and school on back of paper. They can be color or black and white. Only one picture per category.

Scoring Factors are:
- Composition - arrangement of subject, foreground, background and supporting subjects in a picture. 15 points
- Sharpness - focus, depth of field, clearness. 10 points
Correct exposure - film speed, lens opening, lightness or darkness of picture, shutter speed. 5 points
Appealing Picture - attracts attention, interesting, and good subject. 20 points
- The top five placings will be given in each category.

RECORD/PROJECT BOOKS
Books Due by 4:00 on Date stated on 4-H Calendar
General Rules:
- Club leaders can submit all books turned in at their school for parish competition.
- Each contest is limited to those enrolled in the project.
- Club members must fulfill all contest requirements in order to receive a blue ribbon placing.
- The project work described in a 4-H member’s record book should be true and it should be the work of the club member.
- 4-H members are allowed to type record sheets. All senior books should be typed for competition.
- If applicable, please show three years’ worth of work.

All record books should be assembled with the 4-H Portfolio Form and the project book(s). Place in a 3 ring binder or use a standard Acco-type fastener in a stiff 8 ½ X 11” binder.

1. 4-H Portfolio Guidelines:
   Section 1 – Personal Data, 4-H and You Information Page
   Section 2 – 4-H Leadership
      *A Section 2 summary sheet is required. (Only one leadership summary sheet per year is allowed.) Summary sheets may be typed or handwritten. Do not alter or add additional forms.
   Section 3 – Citizenship/ Community Service
   *(Only one leadership summary sheet per year is allowed. Summary sheets may be typed or handwritten. Do not alter or add additional forms.
   Section 4 – 4-H Awards and Recognition
   Section 5 – Non- 4-H Experience/Leadership & Non 4-H Awards/Recognition
   Section 6-4-H Story
      *4-H Story is limited to six (6) typed or handwritten pages.
   Section 7-Supporting Materials and Photos
      *Ten page limit. May include letters of recognition, awards, etc. Layering is not allowed.
      *Project pictures are one side only. Photos should reflect project work, leadership and citizenship activities. Layering is not allowed. Mount photos with rubber cement or art corners and label with a caption. You may crop pictures, but remember that “postage stamp” size photos are difficult to see. The recommended number of photos is 4-6 per page.
   Section 8 – 4-H Project Focus
      *Place one in front of each project book.
      *Livestock Records are placed in front of each project book.

RECORD PORTFOILIO CONTEST
- Open to all 4-H members.
- Must be submitted in by 4:00pm on the date stated on 4-H calendar.
- Club member must complete all eight sections.
- Members are encouraged to show 4-H growth.
- All portfolios must be placed in a 3 ring binder.
- If applicable, please show three year’s worth of work.
- Portfolios will be judged in the following categories
  - 4th grade division
Please Note: Record portfolios can only compete at the parish level. Not eligible to compete for state unless a project book is submitted with portfolio.

**SKILL A THON**

- Open to all 4-H members.
- Held at Achievement Day.
- This is a team contest. The team can be made up of two or three individuals. Not an individual contest. Team members can be from different grades and different clubs. This year’s skillathon contests are:

  **OUTDOOR SKILLS**- Teammates will have to score a BB gun paper target, identify wildlife, and identify items to pack in a backpack when hunting.

  **FOOD AND FITNESS SKILLS**- Teammates will have to be familiar with MyPlate, answer questions regarding healthy decision making and choose appropriate meals.

  **LIVESTOCK SKILLS**– Teammates will have to identify breeds of livestock, how to use a halter, identify tools, identify cuts of meat and give medicine to a sick animal.

**VIDEO CONTEST**

- Open to all 4-H Members.
- Can compete as an individual or as a team.
- Submit a 3-5 minute video that promotes the 4-H Youth Development Program.
- Filming and editing must be completed. All editing and production of the video must be done by the contestants.
- Video must be submitted on a CD, DVD or flash drive.
- Contestants are to develop short film using their choice of music and video production techniques including, but not limited to, video footage, still photography, computer animations or a combination of techniques.
- To assist with the filmmaking process, refer to the following resources. The 4-H Filmmaking Studio & Workshop, located at [www.4-H.org/curriculum/filmmaking](http://www.4-H.org/curriculum/filmmaking), is an online space to find tools and resources about video production. It includes the Filmmaking Workshop - an 11 video virtual workshop, geared toward supporting individuals interested in making films. A DVD of this training is available at: ([www.4-hmall.org/curriculum](http://www.4-hmall.org/curriculum)).
Community Service-Learning

What is Service-Learning?
- Service learning is a method under which students learn and develop as citizens through thoughtfully organized service that meets the needs of a community.
- It is integrated into formal or informal curriculum that students are participating in and adds time for reflection of the particular service participants to reflect on their service experience.
- This learning method connects the youth with the community to actively engage their skills and knowledge, leadership, personal growth, and civic responsibility.

Youth Voice
Youth Voice is very important in the service-learning process. Youth Voice is defined as the ideas, opinions, involvement and initiative of people considered to be “young.” Through Youth Voice, youth feel ownership of their projects throughout the service-learning process.

Community Ownership
It’s important that the service-learning project belongs to the participants and their community. Young people and community members should work together to identify community needs, plan service activities and evaluate the impact of the service-learning project. There are several key elements in an effective service learning program that engages the community.

- The initial task is to develop clearly articulated goals that can be achieved through a reasonable degree of effort.
- The project must be of real consequence to the community and be perceived by young people and community members as fulfilling a real need.
- School, youth organization and targeted community organizations and members should work closely together during the early stages of development. A task force may be assembled or community meetings held to determine the real needs of the community and form consensus about what projects may or may not be appropriate. It is very important to get community members involved and keep them informed at a very early stage because their later support will be of vital importance to the success or failure of the program.
- The final element involves the connection between the service-learning project and the community. One of the unique components of service-learning is the interconnection of community experience and academic learning.

Once community projects have been identified, community members, program administrators, educators and youth must develop a curriculum to address the specific needs of the projects. The success of a service-learning project depends heavily on the continuous connection between academic learning and real-world experience only possible by engaging the community.
**Needs Assessment**- Needs assessment is at the beginning of the service-learning cycle when we are attempting to figure out what our project is going to be. At this point in the cycle, we look at our community to see any and all of the needs that need to be met. During the assessment, we decide which needs should be met before others. This is how we decide on our project.

**Planning and Preparation**- Planning and preparation is a step in the Service-Learning Cycle when we prepare for the service project and plan step-by-step actions on how to carry out this project. The service-learning project preparation can include identifying and buying adequate materials and preparing the youth on what to expect and how to conduct themselves.

**Meaningful Service**- Meaningful service is an important aspect of the service-learning cycle. Service-learning can be used to teach any subject and meet a wide variety of community needs. However, to provide valuable service, build civic skills and increase student achievement, project and program designers may wish to consider several factors to make the program experience effective.

Service and service-learning can be used to teach any subject and meet a wide variety of community needs. However, to provide valuable service, build civic skills and increase student achievement, project and program designers may wish to consider including some of the following practices, which program experience has shown to be effective:

- Service activities should be of sustained or significant duration. Program experience suggests that a minimum of 40 hours over a year is necessary to yield positive results for students and the community.
- Sponsors need to work with youth in order to draw the connections between what the students are doing and what they should be learning.
- The service that students perform should have a strong connection to the curriculum they are studying or to their after-school activities.
- The relationship between service and democratic practices, ideas and history should be made explicit in order that students see service as a civic responsibility.
- Project participants should be given time to reflect on their service. That may involve asking students to keep a journal or having teachers and organizers lead discussions or coordinate activities that get participants to analyze and think critically about their service. These activities need to be planned, not left to chance.
- Students should have a role not only in executing the service project but also in making decisions about its development. Students should be involved in leadership roles in all phases of the project.
- In order to ensure that service is really useful and strengthens community ties, strong partnerships with community groups based on mutually agreed upon goals, roles and responsibilities are essential.
- Overall, the most important feature of effective service and service-learning programs is that both learning and service are emphasized.

**Reflection**- This is a chance to discover where young people are in the learning process, and give them a chance to voice concerns and share feelings. Involve students in continuously making sense of their learning implementation through journal writing, drawing, discussion, or other means. Students should ask themselves:

**What:** What they are doing?
**So What:** Whom is it affecting?
**Now What:** What will be different because I have done this? What is my next step?
Evaluation- Evaluation is an important part of the service-learning cycle. This is the step where you assess the project and see where changes need to be made. We then make those changes so that our project can be the best that it can be.

Celebration- All involved should enjoy the fruits of their labor and respect the accomplishments of other participants. This reinforces the positive achievements, sense of accomplishment, and personal growth attained through the service-learning experience. Engage students in publicizing their accomplishments through the school newspaper, internet, radio, or television. Celebrate learning with special privileges.
Briefly Describe Your Project

How will you involve youth in choosing the project?

Describe the Incorporation of Youth Voice in Project Planning

Describe Specific Adult Tasks or Roles

Describe Specific Youth Tasks or Roles

Describe Ideas You Have for Helping Youth Learn Complex Tasks

Describe Youth Participation in Program Evaluation
Meaningful Service Checklist

Project has a sustained or significant duration.  Yes  No

Connections are made between what the students are doing and what they should be learning.  Yes  No

A strong connection to curriculum exists.  Yes  No

Relationship between service and democratic practices are made.  Yes  No

Reflection is an integral part of the project.  Yes  No

Youth voice is present in all phases.  Yes  No

Strong partnerships are built with community groups  Yes  No

Both learning and service are emphasized.  Yes  No

Comments:

Source: Engaging America’s Students in a Lifelong Habit of Service Guidebook, Students in Service to America
http://www.studentsinservicetoamerica.org/guidebook/classroom.html
Service Learning Cycle Worksheet

Service Learning Project Area

Student and Community Ownership
Identify Ways to Promote Student Ownership

Identify Ways to Promote Community Ownership

Needs Identification
Select Ways to Identify Needs

Planning and Preparation
Identify Ways to Meet the Needs

Select the Service Project

Identify Things to Keep in Mind When Planning the Service

Identify Learning Links

Things to Cover in Orientation to Prepare Students for Service

Pre-Reflection Questions
**Meaningful Service**

Components of Meaningful Service
- Have Academic Integrity
- Developmental Appropriate
- Provides Student Ownership
- Have Adequate Supervision
- Provides Concrete Growth Opportunities for Youth
- Addresses a Community Need
- Provides Hands-On Service

**Reflection Questions During Service**

Things Youth Might Observe

**Observation**

Problems That Might Need to Be Solved

**Problem Solving**

Areas of Potential New Understanding

**Evaluation**

Areas of Project and Process Improvement

**Celebration**

Ideas to Celebrate

**Post Service Reflection Questions**
Forms and Applications
**RECORDS/PORTRAITIO ENTRY SHEET**

Staple this form to the outside front cover of the Record Book
Submit this form attached to the front of the record book cover. All club members’ record books should be submitted to the 4-H office by 4:00 p.m. on the date given on 4-H calendar.

Name ____________________________________ Age___ Grade ____

School _______________________________________________________

1. Submit this form attached to the front of the record book cover. Submit all club members’ record books to the 4-H office by 4:00 p.m. on the date given on 4-H calendar.
2. If applicable, please show three year’s worth of work.
3. Leaders please check that each section has been completed

___Section 1 – Personal Data, 4-H and You Information Page

___Section 2 – 4-H Leadership

  *A Section 2 summary sheet is required. (Only one leadership summary sheet per year is allowed.) Summary sheets may be typed or handwritten. Do not alter or add additional forms.

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___Section 4 – 4-H Awards and Recognition

___Section 5 – Non-4-H Experience/Leadership & Non 4-H Awards/Recognition

___Section 6-4-H Story

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___Section 7-Supporting Materials and Photos

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  *Project pictures are one side only. Photos should reflect project work, leadership and citizenship activities. Layering is not allowed. Mount photos with rubber cement or art corners and label with a caption. You may crop pictures, but remember that “postage stamp” size photos are difficult to see. The recommended number of photos is 4-6 per page.

___Section 8 – 4-H Project Focus
**4-H CAMP COUNSELOR APPLICATION FORM**

Please type of print legibly

(Must be turned in to be considered to be a counselor for camp. Must fill one out for each camp you wish to serve as counselor)

<table>
<thead>
<tr>
<th>Date of Birth: m/d/yy</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Title of Position Application is for</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Last Name</th>
<th>First Name</th>
<th>Middle Name or Initial</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Mailing Address</th>
<th>City</th>
<th>State</th>
<th>Zip Code</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Home Phone #</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Person to notify in case of emergency</th>
<th>Address of Person</th>
<th>Phone #</th>
</tr>
</thead>
</table>

**PREVIOUS JOB EXPERIENCES, BEGINNING WITH LAST EMPLOYMENT**

<table>
<thead>
<tr>
<th>DATES OF EMPLOYMENT</th>
<th>EMPLOYER</th>
<th>JOB RESPONSIBILITIES</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td></td>
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<tr>
<td>2.</td>
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<td>3.</td>
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</tbody>
</table>

**LIST NAME AND PHONE NUMBER OF TWO REFERENCES WHO CAN ATTEST TO YOUR CHARACTER AND WORK SKILLS:**

<table>
<thead>
<tr>
<th>NAME</th>
<th>PHONE NUMBER</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td></td>
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<tr>
<td>2.</td>
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</table>

**DESCRIBE THE LEADERSHIP QUALITIES YOU POSSESS WHICH WILL ASSIST IN YOUR JOB AS A CAMP COUNSELOR. TELL WHY YOU ARE APPLYING FOR THIS POSITION; INCLUDE ALL 4-H AND COMMUNITY LEADERSHIP EXPERIENCES. USE BACK OF SHEET IF NEEDED:**

Signature: ___________________________ Date: ___________________________
**Avoyelles 4-H Outstanding Member Form**

Name of 4-H member__________________________________________
4-H Club____________________________________________________
Grade ________

Place a check beside those parish activities you participated in and give placings in contests if you placed.

**Points:**
- For each Champion place received------ 8 points
- For each 1st place received --------------- 7 points
- For each 2nd place received -------------- 6 points
- For each 3rd place received -------------- 5 points
- For each 4th place received ------------- 4 points
- For each 5th place received -------------- 3 points
- For each blue ribbon placing received - 2 points
- For each contest/activity participated in -------------- 1 point

<table>
<thead>
<tr>
<th>Contest/Activity</th>
<th>Participated</th>
<th>Placing</th>
<th>Your Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attended Monthly Club Meetings</td>
<td>Meetings</td>
<td>XXXXXXXX</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Attended______</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Participated in Club Community Service Projects</td>
<td>Projects Participated In</td>
<td>XXXXXXXX</td>
<td></td>
</tr>
<tr>
<td>Served as an officer of 4-H Club (5 points)</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>• Club Officer Training</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Junior Leadership Club member (5 points)</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Serve on State 4-H Board or office (5 points)</td>
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<td></td>
<td></td>
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<tr>
<td>Parish Commodity Cookery</td>
<td></td>
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<tr>
<td>Commodity Illustrated Talk</td>
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<td></td>
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<tr>
<td>Attended Parish Food and Fitness Camp</td>
<td></td>
<td>XXXXXXXX</td>
<td></td>
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<tr>
<td>Parish Livestock Show</td>
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<td>*Christmas Ornament Workshop</td>
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<td>Video Challenge Contest</td>
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<td>Achievement Day:</td>
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<td>*Skill-a-thon</td>
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<td>*Compact Tractor</td>
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<td>*Fishing Contest</td>
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<td>*Career Preparation</td>
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<td>Attended Sports Fishing Clinic</td>
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<td>Shooting Sports Member</td>
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<td>Attended practices</td>
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<td>State 4-H Events</td>
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<td>LSU Football Game</td>
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<td>Hornets Basketball Game</td>
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<td>Food and Fitness Camp</td>
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<td>Fashion Camp</td>
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<td>LA Connection Camp</td>
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<td>Junior Leadership Conference</td>
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<td>Challenge Camp</td>
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<td>Honey Bee Essay Contest</td>
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<td>4-H University</td>
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<td>Toured Louisiana 4-H Museum</td>
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<td>Horse Show</td>
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<td>• District Horse Show</td>
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<td>• State Horse Show</td>
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<td>Other Parish and State 4-H Activities:</td>
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| Your Total Score                              |
|___________|

| XXXXXXXXX |

| XXXXXXXX |

| Your Total Score | __________ |

| Your Total Score | __________ |
Commodity Illustrated Talk
Entry Card

*Must pre-register for commodity talks prior to contest. Deadline is the same time as demonstration day registration is due.

Name: __________________________________________

School: __________________________________________

Category (circle one): Beef  Seafood  Turkey  Chicken  Egg

Division (circle one): Division I- 4th, 5th, and 6th grades
Division II- 7th, 8th, and 9th grades
Division III-10th, 11th, and 12th grades
# Demonstration Registration

**PLEASE MAKE SURE TO INCLUDE NAME AND GRADE ON ALL ENTRIES**

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<thead>
<tr>
<th>Commodity Illustrated Talk</th>
<th>Beef Egg</th>
<th>Chicken</th>
<th>Turkey</th>
<th>Seafood</th>
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**Service-Learning Achievement Award Application**

Name of Club: ________________________________

Program Title: ________________________________

Please fill out the information below explaining the club’s service-learning project. Up to 10 pages of supporting material including pictures, news articles, etc. may be added.

**Project Leaders:**

<table>
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<tr>
<th>Adult Volunteers</th>
<th>Youth Volunteers</th>
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**Service –Learning Focus Area**

- [ ] Leadership, Citizenship, Life Skills
- [ ] Literacy
- [ ] Youth Governance
- [ ] Science, Engineering and Technology
- [ ] Healthy Lifestyles
- [ ] Organizational Strategies

Accumulated Hours: _________hrs. as of ____________ (what date)

Sources and Amount of Funds Generated

Total Number of people helped or serviced

**Goals and Objectives of Service-Learning Project**
Needs Assessment

Steps and Planning

Service Experiences

Collaborative Efforts

Celebration

Reflection Techniques
When answering the following questions, please list examples related to the food, nutrition, fitness, and health.

I. List examples of your experiences and related projects (in 4-H, school, and community). Do not list winnings.

II. Summarize your experiences, activities and recognition awards received in other 4-H projects school activities or organizations. Do not list winnings.

III. How has 4-H leadership opportunities contributed to the person you are today. Give your personal story.
IV. Respond to this statement on a separate sheet of paper and attach to application. Response should not exceed one page double spaced. “I would like to be an Avoyelles 4-H Food and Fitness Board Member…”

Include in your own words:

a. what you would like to do as a member
b. how you would go about doing it
c. what you can contribute to the State Board and how it would help 4-H and you personally. Do not give objectives straight from information sheet.

I understand the responsibilities and am committed to representing the LSU AgCenter, 4-H, my school and community to the very best of my ability.

Applicant Signature: __________________________________________ Date: ________________

Parent Signature: __________________________________________ Date: ________________
Avoyelles Parish Livestock Ambassador Application

Name:_____________________________________________________________
   First Name                                      Last Name

Address:___________________________________________________________
P.O. Box/ Street address   City   State   Zip

Home Phone:_________________________    Cell Phone:_________________________

School Name:_________________________________________ Member of _______4-H _______FFA

How many years have you been a 4-H member? ______

How many years have you been a FFA member? ______

_______________________________ ___________________________
Exhibitor Signature             Parent/Guardian Signature

***You may include up to three year's worth of 4-H/FFA work.
***This can be typed or handwritten.

I. Leadership
List any time you taught, coordinated or guided others. List 4-H/FFA officer position(s) held, committees served on or other positions held.

<table>
<thead>
<tr>
<th>Responsibility</th>
<th>Level (L-local, P-parish, S-state, N-national)</th>
<th>Year(s)</th>
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II. 4-H/ FFA Involvement
List activities you have participated in 4-H/FFA including contests, workshops, trips, conventions, camps, etc.

<table>
<thead>
<tr>
<th>Description of activity</th>
<th>Level (L-local, P-parish, S-state, N-national)</th>
<th>Year(s)</th>
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III. 4-H/ FFA Awards & Recognition
List awards, honors and recognition you have received in 4-H/FFA

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<th>Award/Recognition</th>
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### IV. Non 4-H/FFA Experiences

List activities/clubs you have participated in outside 4-H/FFA

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<th>Responsibility</th>
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### V. Non 4-H/FFA Awards and Recognition

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1. Explain what you have learned through your involvement with a livestock project.
2. How has 4-H leadership opportunities contributed to the person you are today. Give your personal story.

3. Why would you like to serve a livestock ambassador?
Avoyelles Shooting Sports
Ambasador APPLICATION
(Print or type)

Name___________________ ____________________Address________________________________________

City ______________________ Zip Code____________

Cell Phone (____) ____________________ E-mail address (personal) _____________________________

(Check for what grade you are currently enrolled)
__ 7th Grade  __8th Grade  __Freshman  __Sophomore  __Junior  __Senior

When answering the following questions, please list examples related to Outdoor Skills Program.

I. List examples of your experiences and related projects (in 4-H, school, and community). Do not list winnings.

II. **Summarize** your experiences, activities and recognition awards received in other 4-H projects school activities or organizations. Do not list winnings.

III. How has 4-H leadership opportunities contributed to the person you are today. Give your personal story.
IV. Respond to this statement on a separate sheet of paper and attach to application. Response should not exceed one page double spaced. “I would like to serve as an Avoyelles Shooting Sports Ambassador…”

Include in your own words:
a. what you would like to do as a member
b. how you would go about doing it
c. what you can contribute to the Board and how it would help 4-H and you personally. Do not give objectives straight from information sheet.

I understand the responsibilities and am committed to representing the LSU AgCenter, 4-H, my school and community to the very best of my ability.

Applicant Signature: ____________________________ Date: ________________

Parent Signature: ________________________________ Date: ________________
Parish Awards
State Contests
Scholarships
Livestock Activities

Are You Into It?™
Scholarships

Scholarships are awarded each year to graduating seniors who have been active in leadership programs, community service activities and project work. Contact the 4-H Office in December for applications. The scholarships are:

- $1,000.00 Scott Tractor
- $100.00 State/Parish Scholarship
- Various Amounts - Various Louisiana 4-H Foundation Scholarships

Honor Cords/ Junior Award of Excellence/Key Club Award

Please encourage your members who are eligible to complete the Honor Cord and Award of Excellence applications. Applications are due in January. These awards are presented at Achievement Day and Outstanding Member Banquet.

Honor Cord Requirements:
Honor Cords give recognition to 4-H Club members who have shown outstanding leadership ability in their club and in their parish during their high school career. For 4-H youth to receive the 4-H Honor Cord they must meet the following requirements:

- Must be an enrolled 4-H member in good standing
- Must be a graduating senior
- Must have been enrolled in 4-H for 3 years of their high school career
- Must have participated in at least one state sponsored 4-H program in the last 3 years
- Must fill out the application form and turn in to their parish office by the deadline date

Award of Excellence Requirements:
This award is a gold finished medallion and certificate. A club member may win the award only one time.

1. Under 14 years old by January 1
2. At least 2 years club work
3. Score 100 points on application

Key Club Requirements:
The 4-H Key Club Award in Louisiana gives recognition to 4-H Club members who have shown outstanding leadership ability in their club and in their parish. The object of the program is to encourage project growth, a broad program of 4-H club members who have shown outstanding leadership ability in their club and in their parish. The recipient of the 4-H Key Club Awards can be proud of their contribution to their club and community. A club member may win the award only one time.

1. Must be 16 years of age by January 1 of the year application is made.
2. Must have three years of 4-H club work including award year.
3. Must have completed one year of active Junior Leadership work excluding award year.
4. Must score at least 140 points on the application and scorecard.
State record book competition is held in July of each year. Contestants will be selected from placings in parish record book contests. Other considerations include outstanding project work and desire to "polish and perfect" appropriate records. Four H’ers who have not completed a record book during the current year will not be considered.

**RECORD BOOK CONTESTS INCLUDE:**
- Grade 6-livestock/pet care ($75 bond)
- Grade 6-traditional ($75 bond)
- 7th-8th grade Achievement
- Dairy Conference (Madison, WI)
- Jr. Wildlife Tour (4th-8th grade)

**Livestock Awards**
*Governor's Award* will be given to a youth that is 14 years of age or older by Jan. 1 of the current year.

*Superintendent's Award* will be given to a youth that is under 14 years of age or younger as of Jan. 1 of the current year. These awards will be presented at the State Livestock Show in February.

**Service Learning Group Award**
*Awards*: Sponsored by the Sara Seals Service Learning Endowment
- 1st place group will be awarded $100
- 2nd place group will be awarded $75
- 3rd place group will be awarded $50

**Adult Volunteer Leader Awards**
- **4-H Alumni Award** - Parishes may enter two leaders. Plaques will be presented to four (4) state winners at State 4-H University the following year.
- **Adult Leader Award** – Parishes may enter two leaders. 1st place winner will be awarded a trip to National 4-H Congress in Atlanta, Georgia. 2nd place winner will be awarded a Louisiana Educational Trip. Committee retains the right to interview leaders before winners are announced.
- **Attorney General Livestock Leader Award** - One entry may be submitted by a parish. The state winning 4-H Livestock Leader will receive a plaque, an engraved pen and a certificate during the State Livestock Show.
- **Wildlife and Fisheries Leader Award/Outdoor Skills** – A parish may submit one entry. The state winner will be awarded a trip to the Jr. Wildlife Tour in August following award selection.
- **Salute to Excellence (Outstanding Lifetime Volunteer & Volunteer of the Year)** – A parish may submit unlimited entries for each of these categories. Plaques will be given to Regional winners in each category. State winners will be selected from Regional winners and will become nominees for the Southern Regional Awards.
Livestock Activities
Parish, Southwest District & LSU State Livestock Shows

Possession Dates
Steers .................................................................................. August 15, 2013
Breeding Cattle ................................................................. November 9, 2013
Market Lambs ........................................................................ November 9, 2013
Breeding Sheep ...................................................................... November 9, 2013
Dairy Cattle ............................................................................ November 9, 2013
Commercial Replacement Heifers ..................................... November 9, 2013
Commercial Ewes ................................................................ November 9, 2013
Market Goat ........................................................................... November 9, 2013
Commercial Doe .................................................................... November 9, 2013
Breeding Goat ....................................................................... November 9, 2013
Rabbits .................................................................................. December 1, 2013
Exhibition Birds ..................................................................... December 1, 2013
Breeding Swine ...................................................................... December 7, 2013
Market Swine .......................................................................... December 7, 2013

LSU AgCenter State Livestock Show Validation Procedure
- All animals must be tagged and DNA samples collected.
- Any animals previously validated for The State Fair of Louisiana that intends to be exhibited at the 2014 LSU State Show will be required to attend an LSU Ag Center Validation site to be validated for the 2014 LSU AgCenter State Livestock Show.
- The responsibility of tagging animals and collecting DNA/hair samples will be that of the exhibitor and/or parent. Agents/Ag Teachers must be present and can assist.
- Animals must be validated in either the exhibitors name or in family name (Family consist of parents, legal guardians, brothers, and sisters.); if validated in family name when official entry forms are turned in at the parish level the animal validated must be entered in the name of the exhibitor which will show the animal at the District and State Livestock Show.
- Each parish will designate a central location or central locations where market animals will be assembled and validated.
- Cost to validate is $6.00 per animal.

HORSES
Tri Parish Horse Show-Late May
Southwest District Horse Show –June/July
State Horse Show-First Week in July

Possession Dates
Horses (at 4-H member’s place by) April 1
Grade Horse Certificates must be done by April 1
Must be registered in your name by April 1

State Premier Exhibitor Contest
Program is optional. The Premier Exhibitor Program Guide and entry forms are available through your parish 4-H agent. Contest is open to exhibitors in Grades 9-12. Premier Exhibitor Programs are available for Beef, Dairy, Poultry, Sheep, Swine and Goat Projects. An exhibitor may compete in one or more Premier Exhibitor Programs provided they exhibit a qualified animal at the LSU State Livestock for each project resume submitted. All resumes (entry forms) must be in the State Livestock Show Office by January 18 of the participating year to be eligible to compete. A different resume (entry form) must be submitted for each project. Awards will be presented to the top 5 exhibitors in each project. All decisions are final and are not subject to protests. An exhibitor may be named Premier Exhibitor in a project only once.
4-H University (4-H U)

4-H University is held on the LSU Campus in June of each year. Contestants will be selected from placings in parish 4-H contests such as demonstrations, project and record contests, etc. Other factors for consideration include completion of a 4-H record book during the current school year, participation in parish 4-H contests, outstanding project work, interest and enthusiasm for the 4-H program, and positive behavioral characteristics.

4-H U CONTESTS INCLUDE:

- 4-H Has Talent
- Agriculture Demonstration Team* (Congress)
- ATV* (Educational Trip)
- Automotive Care, Safety & Driving (Educational Trip)
- Career Preparation (Educational Trip)
- Child Development* (Congress)
- Compact Tractor* (Educational Trip)
- Computer Simulation* (Educational Trip)
- Consumer Decision Making* (Educational Trip)
- Consumer Foods Judging* (Educational Trip)
- Dairy Cattle Judging Team (National Contest)
- Diesel Operations (Educational Trip)
- Dog Science* (Educational Trip)
- Entomology Demo Team* (Gulf Coast Trip)
- Environmental Threat Resolution* (Educational Trip)
- Environmental Conservation Illustrated Talk
- Family Consumer Science Demo*
- Fashion Revue
  - Designer Challenge (Congress)
  - Casual Outfit* (Serger)
  - Special Occasion* (Educational Trip)
  - Ready-to-Wear Judging* (New Orleans)
- Fishing Sports
- Forestry Study (National Contest)
- Horticulture Demonstrations
- Use* (Educational Trip)
- General* (Educational Trip)
- Horticulture Judging Team* (Educational Trip)
- Insect Identification * (Gulf Coast Trip)
- Louisiana Chef* (Educational Trip)
- Meat ID and Judging (National Contest)
- Next Food Star (New Orleans Trip)
- Outdoor Skills Triathlon (Educational Trip)
- Photography (Congress)
- Poultry Judging Team (National Contest)
- Plant Science Team* (Educational Trip)
- Public Speaking
  - Cooperatives* (Congress)
  - General* (Congress)
- Resource Management (Educational Trip)
- Sports Broadcasting
- Solutions Unlimited* (Educational Trip)
- Soybean Illustrated Talk* (Educational Trip)
- Teens Driving Teens to Safety (Congress Trip)
- Wildlife Habitat Judging (National Contest)

4-Hers who will be 13 by January 1 of the current club year are eligible for these contests.

Congress Trip – to Atlanta, GA, usually leaves Thanksgiving Day & returns the following Tuesday.

Educational Trip – This trip rotates between Tennessee, Orlando, and San Antonio.

National Contest -Trip to compete against other states. The National Dairy Judging contest is in Wisconsin in the fall of each year. Meat ID, Poultry Judging and Livestock Judging national competitions are held in Kentucky in the fall.