



**Project Leader** (Check all that apply)

- |                                                             |                                                         |                                           |
|-------------------------------------------------------------|---------------------------------------------------------|-------------------------------------------|
| <input type="checkbox"/> Aerospace                          | <input type="checkbox"/> Automotive                     | <input type="checkbox"/> Bicycle          |
| <input type="checkbox"/> Citizenship                        | <input type="checkbox"/> Child & Family Development     | <input type="checkbox"/> Clothing/Fashion |
| <input type="checkbox"/> Communications                     | <input type="checkbox"/> Computers                      | <input type="checkbox"/> Discovering 4-H  |
| <input type="checkbox"/> Dog Care/Pet Care                  | <input type="checkbox"/> Environment/Outdoor Skills     | <input type="checkbox"/> Electric Energy  |
| <input type="checkbox"/> Foods & Nutrition                  | <input type="checkbox"/> Forestry/Wood Science          | <input type="checkbox"/> Healthy Living   |
| <input type="checkbox"/> Home Environment                   | <input type="checkbox"/> Insects (Entomology)           | <input type="checkbox"/> Leadership       |
| <input type="checkbox"/> Personal Development               | <input type="checkbox"/> Photography                    | <input type="checkbox"/> Plant Science    |
| <input type="checkbox"/> Science, Engineering, & Technology | <input type="checkbox"/> Shooting Sports/Outdoor Skills | <input type="checkbox"/> Vet Science      |

Name of Club(s) (If applicable): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

School(s) (If applicable): \_\_\_\_\_  
\_\_\_\_\_

Are you currently serving as an educator in the school/day care:  YES  NO

I would like to receive additional information from the State 4-H Office and/or other associated organizations. (check one)  YES  NO

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Various federal, state and university policies governing the LSU AgCenter provide for equal opportunity for all qualified persons in admission to, participation in or employment in the programs and activities the LSU AgCenter operates without regard to race, creed, color, marital status, sexual orientation, religion, sex, national origin, age, mental or physical disability or veteran's status. This includes sexual harassment on the basis of sex.

Title VII requires reasonable accommodations for individual religious practices and beliefs. The Age Discrimination in Employment Act of 1967 makes it unlawful to discriminate or base employment decisions on an individual's age if the individual is 40 years or older. It also is unlawful to give preference because of age to one person over another within the protected group. The Americans with Disabilities Act is designed to remove barriers that prevent qualified individuals with disabilities from enjoying the same employment opportunities and program services that are available to persons without disabilities.

The purpose of the LSU AgCenter's violence-free workplace policy, AgCenter PS-15, is to heighten awareness of potentially violent situations in the workplace, prohibit violent behavior and take steps to reduce the potential for violent incidents. Employees, as well as volunteers, must report violent incidents to the unit head or his/her designee. Serious incidents should be reported by the unit head to the LSU AgCenter Human Resource Management Office.

By signing below you acknowledge you have read and understand the above and agree to honor the policies and procedures of the LSU AgCenter and the 4-H program. Volunteers are required to report violations they know of to their parish LSU AgCenter Agent or to the state 4-H department.

All LSU AgCenter policies may be accessed at:  
[www.lsuagcenter.com/en/administration/about\\_us/Human\\_Resources/Policies](http://www.lsuagcenter.com/en/administration/about_us/Human_Resources/Policies)

**Please visit [www.lsuagcenter.com/4hvolunteer](http://www.lsuagcenter.com/4hvolunteer) for more information on volunteering and how to receive training.**



The LSU AgCenter and LSU provide equal opportunities in the programs and employment.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



2020-2021 Louisiana 4-H Youth Development Program

# ANNUAL HOLD HARMLESS WAIVER & RELEASE FORM

I understand that I hold the LSU AgCenter, the 4-H Youth Development Office, State 4-H Foundation (collectively, "Louisiana 4-H"), LSU Foundation, the Board of Supervisors of Louisiana State University and Agricultural and Mechanical College, State of Louisiana, State Department, Agency, Board or Commission or authorized driver thereof, and any affiliated entity, their officers, agents, employees and volunteers (collectively referred to as "Released Parties") harmless from any and all liability or claims, which may arise out of or in connection with participation in this activity, contest, event or trip. I release from all liability for damages arising out of personal injury to participant (including death) or any damage to property whether from anyone's negligence or not, or any other cause arising out of my participation in any and all 4-H Youth Development Activities. I will keep the Released Parties by this agreement free of any damages or costs, including but not limited to attorney's fees that may arise from any claims.

I fully understand that participants are to abide by all rules and regulations, INCLUDING WEARING ANY NECESSARY AND APPROPRIATE SAFETY EQUIPMENT, governing conduct during the activity, contest, event or trip. Any violation of these rules and regulations may result in that individual being sent home at the expense of his/her parent/guardian. Misconduct, which includes but is not limited to any drug or alcohol use at the activity, contest, event, or trip, during competition or in activities or locations related to or surrounding the event, may disqualify a participant or the participant's team from awards or further participation. Should any misconduct come to Louisiana 4-H's attention, the matter will be investigated as Louisiana 4-H deems appropriate. Any decision and sanction as to appropriate action due to misconduct is at the sole discretion of the Louisiana 4-H, and is final. The participant accepts this requirement as well as all other conditions of the program.

I acknowledge that I may be a passenger in, a state-owned vehicle or a vehicle rented (including travel by air), lease or otherwise made available to the Released Parties. I acknowledge being transported in, a vehicle is a potentially dangerous activity. I fully realize the physical risks involved, and further acknowledge that this risk, and the danger associated with this activity, is obvious to all persons. I nevertheless willingly and voluntarily be transported in, said vehicle and expressly accept the risks inherent therein.

I state further that I have read the above authorization and release, prior to its execution, and that I am fully familiar with the contents thereof. This form must be completed and signed before participants are eligible in the 4-H Youth Development Office and the Louisiana 4-H Foundation sponsored activity, contest, event, or trip. I have read, understand and agree to comply with the information in this document. (Parent or guardian must sign for those under the age of 18.) Hold Harmless Participant Waiver & Release Form shall be considered valid for a period of one (1) year from the date of signature.

\_\_\_\_\_  
Participant Name

\_\_\_\_\_  
Parent/Guardian Name

\_\_\_\_\_  
Participant Signature *(if participant is age 18 or above)*

\_\_\_\_\_  
Parent/Guardian Signature\* *(if participant is below age 18)*

\_\_\_\_\_  
Home Address

\_\_\_\_\_  
Parish

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Phone Number

*\* I am fully authorized and empowered to sign this agreement*

**Louisiana 4-H is an open and inclusive youth development program. If specific accommodations are needed for a child with physical, learning or psychological needs under the Americans with Disabilities Act (ADA), please visit [LSUAgCenter.com](http://LSUAgCenter.com) for more information.**



## ADULT CODE OF CONDUCT FORM

The LSU AgCenter and 4-H Youth Development Program values volunteers and the positive impact they make on the youth of our program. Volunteering with the LSU AgCenter is a privilege, not a right, and with such a high expectation, volunteers are asked to adhere to the highest level of personal and professional behavior when working with and teaching our youth. Below are the minimum standards that our volunteers are expected to agree to:

### **A 4-H Volunteer is expected to:**

- Serve as positive role model to youth.
- Respect the individual rights, safety, and property of others.
- Carry-out the assigned position responsibilities that he or she has accepted.
- Participate in volunteer training opportunities and activities that are required and pertinent to their duties.
- Be committed to the core values, education goals, and standards of the 4-H Youth Development Program.
- Support the 4-H Youth Development Program and its rules and guidelines.
- Recognize and support the responsibilities of the 4-H Youth Development Program staff in setting program standards, priorities, and direction.
- Support the non-discrimination practices of the 4-H Youth Development Program, including: race, creed, color, marital status, sexual orientation, gender identity, gender expression, religion, sex, national origin, age, mental or physical disability, or veteran's status, and follow procedures to address complaints for those who believe they have been subjected to discrimination and/or harassment in violation of this policy.
- Make reasonable efforts to provide access to 4-H related information and equal opportunities to youth in their community to participate in project activities, awards programs and other events and activities.
- Adhere to Louisiana laws on the use of motor vehicles and safely transporting youth.
- Not consume alcohol and/or illegal drugs (or to be under the influence thereof) while involved in or en route to or from any 4-H event, meeting or activity.
- Not dress inappropriately, use inappropriate language, or disregard any laws.
- Maintain direct supervision of 4-H members and not leave youth unsupervised unless approval was received from the individual in charge of the overall event or delegation.
- Not sign a lease agreement, use permit with schools or other public or private facilities, or grant or order contracts on behalf of the LSU AgCenter and 4-H Youth Development Program. All such agreements shall be forwarded to the local office of LSU AgCenter for review and forwarding to appropriate official for signature.
- Recognize Louisiana Law requiring all adults acting on behalf of the LSU AgCenter to report suspected child abuse of any 4-H youth to proper law enforcement or child protective services. To report, call: 1-855-452-5437
- Safeguard and hold confidential any information gained through administrative duties involving supervision of personnel, information identified by the program as being confidential, or other events/activity/situation where confidentiality is expected.
- Adhere to Louisiana 4-H policy of "two-deep" leadership.
- Not physically or verbally abuse a youth member or use corporal punishment to reprimand 4-H members for inappropriate behavior.
- Understand that falsifying enrollment information, budgets, documents or records is a breach of the Code of Conduct.
- Not engage in illegal sexual activity or romantic relationship (physical or social) with youth members.
- Not engage in communication (text, social media) with any non-related youth member without involving other adults and/or parent/guardian in the communication as well.
- Adhere to fiscal responsibility and financial best management practices as outlined by the LSU AgCenter.
- Not receive compensation for professional services provided in support of youth 4-H activities (excluding reimbursement for expenses).

As a volunteer, I, the undersigned, understand that compliance with the above is required in order to serve as a volunteer. The same applies to engaging in other illegal activity, behavior which compromises the health and safety of youth, violating an Extension policy, violation of 4-H Rules and Guidelines, willfully violating or causing children to violate rules, being habitually disruptive to the overall program, unwilling or unable to work amicably with agents and/or other volunteers, or exhibit conduct which is harmful to the 4-H program's reputation.

\_\_\_\_\_  
Signature of Volunteer

\_\_\_\_\_  
Date

The LSU AgCenter provides equal opportunities in programs and employment.