Richland County 4-H
Annual Reporting Record
Current Year: September 1, 2013 - August 31, 2014

You are welcome to participate in 4-H without completing this form. The blue and yellow forms must be completed and turned in by September 5, 2014, in order to receive yearly pins, awards, and premium dollars. Please note: If applying for special awards please complete the last pages of this record set.

Name ____________________ Club ____________________

Number of years in Cloverbuds _____ or 4-H _____.

4-H Club Meetings Attended During the Current 4-H Year:
(A minimum of 4 club meetings are required to complete the year. 4-H Club meetings need to include a business meeting to meet the requirements.)

Date: _______________ Place: __________________________

Date: _______________ Place: __________________________

Date: _______________ Place: __________________________

Date: _______________ Place: __________________________

Date: _______________ Place: __________________________

Date: _______________ Place: __________________________

*Include previous years’ record sets*

4-H Year Completion Requirements Checklist

___ Completed and turned in Annual Reporting Record (this form)
___ Attended 4 club meetings
___ Participated in 1 county event
___ Exhibited 1 or more projects at Achievement Days, Project Expo or Clothing Revue
___ Gave at least 1 speech, demonstration or illustrated talk in a project area in which you are enrolled during the current 4-H year (yellow form)

Optional Project Information

Livestock Promotion Project:

Date: __________ Place of Workshop: __________

Date: __________ Place of Workshop: __________

Agronomy Promotion Project:

___ 4-H Agronomy Promotion Project Worksheet filled out and returned.

County Sponsored Events
(Circle events participated in—minimum of 1)
(Minimum of 2 events for special awards)

1. Family Fun and Fitness
2. NDSU Ag Trip
3. Raffle or Gun Raffle (20 tickets sold per member)
4. Consumer Choice Judging Contest
5. Communication Arts Contest
6. Project Expo
7. Clothing Revue
8. Rummage Sale (Worked)
9. Richland/Wilkin Activity Day
10. 4-H Scramble
11. Richland County Summer Camp
12. Approved Bagg Farm Event
13. Zoo Boo
The speech/demonstration/illustrated talk requirement is a tool for you to learn more about a project you are enrolled in. It can be presented at a club meeting, county communication arts contest, or other county event.

**Speech** – presentation of speeches that are composed by the presenter. No more than 10 percent of a speech may be quotations. Notes may be used for reference, but reading from notes is discouraged. Singing, tapes, visuals, or costumes are not permitted. Presentations by pre-teens last 3-8 minutes. Presentations by teens last 5-8 minutes.

**General Demonstration** – presentations that reflect skills and procedures on topics. They show ‘how to do something’, ‘how to make something’, or ‘how something works’ and display a finished product. Presentations for pre-teens must be between 2-12 minutes and between 4-12 minutes for teens.

**Illustrated Talk** – speeches using visual aids. They are presentations in which charts, posters, figures or real objects are used to explain ‘how something works’ or ‘how to do something’, but does not actually show the working object or demonstrate the process. Presentations will be between 2-12 minutes for pre-teens and 4-12 minutes for teens.

Please fill out the information requested below for completion of the 4-H year and to be eligible for a yearly pin, awards, and premium dollars.

**Related Project:** ________________________________________________________

**Title:** ________________________________________________________________

**Date Given:** ___________________________________________________________

**Location:** _____________________________________________________________

**Audience:** ____________________________________________________________

What went well? (complete sentence):

_____________________________________________________________________

What would you like to improve? (complete sentence):

_____________________________________________________________________

What did you teach your audience? (complete sentence):

_____________________________________________________________________

Please attach picture to an additional sheet. (optional)
Special Awards Requirements

Check Award Applying for:

___ 1st Year Award
___ Pre-Teen Award
___ Teen Award
___ Leadership & Community Service Award
___ Key Club Award

<table>
<thead>
<tr>
<th>Project Awards</th>
</tr>
</thead>
<tbody>
<tr>
<td>2 year (1)-Bronze Pin, 4 year (2)-Silver Pin, 6 year (3)-Gold Pin, 8 year (4)-$25 Cash, and $100 one time award of a gift certificate (Wahpeton Bucks) for 10 years (5) in project</td>
</tr>
<tr>
<td>____ 4-H Year Completion Requirements met <em>(as stated on the Blue Form)</em></td>
</tr>
<tr>
<td>____ Exhibited in the project area at Achievement Days, Project Expo or Clothing Revue the same year as receiving the award</td>
</tr>
</tbody>
</table>

Please list project areas exhibited in: ____________________________________________
______________________________________________________________________________

**1st Year Award**
Award to be determined by awards committee.

___ First Year in 4-H *(beyond Cloverbud years)*
___ 4-H Year Completion Requirements met *(as stated on the blue form)*
___ Participated in 1 community service project *(see green form)*
   ❖ Presented to all 1st year 4-H members who meet these requirements

**Pre-Teen Award**
Award to be determined by awards committee.

___ At least 8 years old by Sept. 1 or are in 3rd grade of current 4-H year.
___ 4-H Year Completion Requirements met *(as stated on the blue form)*
___ Participated in 2 community service projects in current 4-H year *(see green form)*
___ Completed 2 leadership activities in current 4-H Year verified by club leader.
___ Exhibited 2 or more project areas at Achievement Days the same year as receiving the award.
   ❖ This award can be earned only one time
   ❖ Can apply for 1st Year Award and Pre-Teen Award in the same year

After receiving this award, youth are encouraged to apply for the Leadership & Community Service Award

**Teen Award**
Award to be determined by awards committee.

___ At least 13 years old by Sept. 1 of current year
___ 4-H Year Completion Requirements met *(as stated on the blue form)*
___ Participated in 3 community service projects in current 4-H year *(see green form)*
___ Completed 4 leadership activities in current 4-H Year verified by club leader *(to include at least 1 county activity) (see salmon form)*
___ Exhibited 3 or more project areas at Achievement Days the same year as receiving the award
   ❖ This award can be earned only one time

After receiving this award, youth are encouraged to apply for the Leadership & Community Service Award.
Special Awards Requirements

*Leadership & Community Service Award – (1 Pre-Teen and 1 Teen Awarded per Year)*
Award to be determined by awards committee.

___ Complete requirements for the Pre-Teen or Teen Award depending on age of applicant during current year.
___ Have already been awarded a Pre-Teen or Teen Award (must receive award for corresponding age-for example a 14 year-old must have received Teen Award before applying for this award)
___ Submit resume with leadership and community service information (from 4-H activities and other activities)(Example on purple sheet)

- After receiving this award as a teen, 4-H members are encouraged to apply for county, state and national 4-H representative and leadership roles. *(i.e. Ambassadorships, 4-H Conference and 4-H Congress positions)*
- After receiving this award as a teen, members that are 16 years old *(by Sept. 1st of the current 4-H year)* are eligible to become a voting member of the 4-H Council. *(A maximum of 2 voting members per club)*
- Can receive this award only one time.

*Key Club Award*
This is the highest award given to a 4-H member at the county level. Selection is based on leadership and citizenship activities, project work, activity and event participation and overall achievement throughout a 4-H members’ 4-H career. Award to be determined by awards committee.

___ At least 16 years old and has not reached his/her 20th birthday by Sept. 1 of the current 4-H year
___ Complete requirements for the Leadership & Community Service Award during the current 4-H year.
___ Have already been awarded a Leadership & Community Service Award
___ Have participated in person in two regional or state 4-H events *(see list below)*
___ Must make at least one presentation to a non-4-H Group, such as non-4-H youth or adults, about the 4-H youth development program during the current 4-H year
- This award can be earned only one time.

*Awards are determined at the discretion of the awards committee*

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Regional and State 4-H Events

<table>
<thead>
<tr>
<th>North Dakota Winter Show</th>
<th>Extension Youth Conference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aerospace Camp</td>
<td>State 4-H Dairy Judging Contest</td>
</tr>
<tr>
<td>District Communication Arts Contest</td>
<td>North Dakota State Fair</td>
</tr>
<tr>
<td>Citizenship Washington Focus</td>
<td>State 4-H/FFA Land Judging Contest</td>
</tr>
<tr>
<td>Red River Valley Fair</td>
<td>Shooting Sports Events</td>
</tr>
</tbody>
</table>
4-H Community Service Record

4-H Community Service Examples:
Adopt A Highway; volunteered at a nursing home, hospital, etc. where you helped residents/patients with craft projects, games, decorated for a holiday or put on a program; staffed a booth at a school or town carnival; raised money for a charity such as March of Dimes, American Heart Assn., an individual or family in need, etc.; promoted and participated in a recycling program for your town; cleaned the park; painted park buildings, benches; float parade; volunteered at Bagg Farm, etc.

Community Service must be done in the name of 4-H only (not for another organization, such as church, FFA, sports--non-paid).

Please provide information for the community service project(s) you were involved in within the current 4-H year. How did you promote 4-H? You may photocopy this page if needed.

4-H Community Service Project: _______________________________________________

What was your responsibility: __________________________________________________

Location: ___________________________________________________________________

Who benefited? (not family members)? __________________________________________

4-H Community Service Project: _______________________________________________

What was your responsibility: __________________________________________________

Location: ___________________________________________________________________

Who benefited? (not family members)? __________________________________________

4-H Community Service Project: _______________________________________________

What was your responsibility: __________________________________________________

Location: ___________________________________________________________________

Who benefited? (not family members)? __________________________________________

4-H Community Service Project: _______________________________________________

What was your responsibility: __________________________________________________

Location: ___________________________________________________________________

Who benefited? (not family members)? __________________________________________

Please attach pictures to an additional sheet. (optional)
4-H Leadership Record

4-H Leadership Responsibilities Examples:
Leadership needs to be a 4-H activity. Examples: Worked as a judges’ assistant, organized one special club or county event, or a combination of three of the following: Taught a lesson as a project leader for a younger group within the club, helped someone with project work, helped younger members with demonstrations, was a club officer.

Please provide information for the leadership responsibilities you were involved in within the current 4-H year. You may photocopy this page if needed.

4-H Leadership Responsibility: _______________________________________________
__________________________________________________________________________
Date: ____________________ Location: _________________________________________
Who benefited? (not family members) ________________________________________

4-H Leadership Responsibility: _______________________________________________
__________________________________________________________________________
Date: ____________________ Location: _________________________________________
Who benefited? (not family members) ________________________________________

4-H Leadership Responsibility: _______________________________________________
__________________________________________________________________________
Date: ____________________ Location: _________________________________________
Who benefited? (not family members) ________________________________________

4-H Leadership Responsibility: _______________________________________________
__________________________________________________________________________
Date: ____________________ Location: _________________________________________
Who benefited? (not family members) ________________________________________

Please attach pictures to an additional sheet. (optional)
SAMPLE RESUME

Please use this sample copy to write your own resume for the Leadership & Community Service Award and the Key Club Award. Contact the 4-H Extension office if you have any questions.

John H. Clover

444 Sunnyfield Lane
Anywhere, ND 55555
Phone: 123-56-7890 * email: jhclover@hhh.com

Objective
To complete the requirements and receive the Leadership & Community Service Award.

or
To record my accomplishments and learn resume writing skills in order to receive acceptance at my college of choice.

Skills
- Provided leadership for an activity at the Family Fun & Fitness county event
- Developed public speaking skills through 4-H presentations at the county level
- Responsible for the snack bar at Achievement Days

Education
- Hankinson High School, Hankinson ND
- Graduation Date: May 26, 2007
- Area of Interest: Math

Leadership Roles
- County Club Recreation Director (2005)
- County Club President (2006)
- Basketball Team Captain (2006)
- Assistant Sunday School Teacher (2007)

Community Service
- Cleaned up football field after Homecoming Game (2008)
- Helped move boxes at Thrifty Horizons (2008)
- Worked on flowers in the median in Wahpeton (2009)

Honors and Awards
- 4-H Pre-Teen Award (2004)
- County Spelling Bee Champion (2005)
- 4-H Teen Award (2006)
- 4-H Grand Champion – Level 2 Photography (2006)

Employment

Jan/04-Present Babysitter, Wahpeton, ND
Provided occasional childcare for 3 families on an as needed basis.
(could also use established chore duties for parents)

Jul/05-Aug/06 Leach Library, Wahpeton, ND
Volunteered to shelve books and read to pre-school students 10 hours per week during the summer

May/06-Sept/06 Dairy Queen, Wyndmere, ND
Duties included providing customer service, using a cash register, and preparing food.