

# CARROLL COUNTY

## 4-H



# Family & Member Guide

1<sup>st</sup> Edition



Copperhead Rock  
Camp Piedmont



Teen Leaders  
4-H Conference

### Inside:

General Information	1
4HOnline Re-enrollment	4
County	
Programs/Opportunities	7
4-H Camp	9
Cloverbuds	9
Project Books/Resources	10
Project Completion/Exhibition	12
Project Skillathon/Judging	13
Quality Assurance	13
Carroll County Fair	14
Specialty Projects	15
Self-Determined	15
Computer	15
Natural Resources	16
Cooking	16
Cake Decorating	16
Woodworking	16
My Plate	17
Club Requirements/Policies	17
Volunteer Information	20
4-H Facts	21
Resource Links	23



Window Decorating  
Girls Who Code 4-H Club



College Scholarships  
2017



Carroll County Fair 2017



Cloverbuds  
A-Z 4-H Club

## Ohio State University Extension Carroll County Staff

### 4-H Program Assistant

Michelle Moon

Email: [moon.317@osu.edu](mailto:moon.317@osu.edu)

### FCS Educator

Bridget Britton

Email: [britton.171@ous.edu](mailto:britton.171@ous.edu)

### Office Associate

Brittany Rohr

Email: [rohr.64@osu.edu](mailto:rohr.64@osu.edu)

### ANR Educator

Sandy Smith

Email: [smith.10015@osu.edu](mailto:smith.10015@osu.edu)

### SNAP-ED Program Assistant

Corinna Gromley

Email: [gromley.8@osu.edu](mailto:gromley.8@osu.edu)

### Office Address

613 North High Street  
Carrollton, Ohio 44615

### Office Hours

Monday-Friday  
8:30am-4:30pm

### Phone

330-627-4310

### Website

<http://carroll.osu.edu>

### Facebook

[@OSUCarroll4H](#)

## General Information

### What is 4-H

- 4-H is an educational program for youth age 5-19 which is based on interactive and hands on activities.
- The 4-H Program includes membership in community clubs, individual projects, group activities, school enrichment and more.
- All 4-H programs are co-ed in nature and are open to boys and girls. Participation is open to all youth of appropriate ages, on a non-discriminatory basis.

### Who Can Join 4-H?

Eligibility for 4-H membership begins when a child has reached age 5 **AND** is enrolled in kindergarten as of January 1 of the current year. These members are called Cloverbuds. Cloverbuds is a non-competitive, activity based program. Membership to the 4-H club program begins when a child is at least age 8 **AND** enrolled in the 3<sup>rd</sup> grade as of January 1 of the current year. Ohio 4-H Membership ends December 31 of the year in which an individual attains the age of 19.

### Membership Deadline and Late Enrollments

A young person can join the 4-H program at any time throughout the year. However, in order to be eligible for certain opportunities, such as judging or exhibiting at the fair, a young person must be enrolled in the program by the established annual deadline. Club membership deadline and club project enrollment deadline in **March 1<sup>st</sup>**.

### New Members

Youth wishing to join 4-H and do not already have a club they would like to become a part of should call the Extension office. Staff will go over several questions with the parent and/or youth to help determine what club would be a good “fit”. Questions such as what your interests are, where you live in the county, how often do you want to attend meetings, and when is a good time for meetings will help determine which Clubs are available to you. The membership deadline for **new members is April 1<sup>st</sup>**.

New members will be asked to fill out a paper form for their first year in 4-H. A health form will also need to be filled out. The Extension office will enter your information into the 4HOnline database and then you will be provided with access to the system.

### FFA and 4-H Membership (Dual Membership)



Teens that belong to both 4-H and FFA must carry separate and different projects in each organization. They must decide at 4-H enrollment time (March 1<sup>st</sup>) what their 4-H projects for the current year will be. They cannot switch projects between organizations later in the year. Members may not take the same project in both 4-H and FFA.

## **Membership Across County Lines**

Youth are expected to affiliate with the 4-H program in their county of residence. However, there are circumstances for which it is appropriate for members to participate in a county other than their own. There is a form that must be completed and approved by both counties 4-H Professionals. 4-H membership in two counties simultaneously is not permitted. Forms are available from your Advisor or at the Extension office. It must be completed before they can be enrolled on March 1<sup>st</sup>. Once approved, this approval is good for as long as the member is in 4-H, they only need to do the request once. It should be noted, that once you transfer your membership to another county, you are not able to go back to your home county without a change of address.

## **4HOnline Re-Enrollment Process**

The yearly 4-H re-enrollment process is completed through the 4HOnline database. Re-enrollment can be completed any time after November 1<sup>st</sup>, but must be completed by March 1<sup>st</sup> of the following year. The 4-H organizational advisor (head advisor) is responsible for providing the club with instruction on when 4-H re-enrollment is done in 4HOnline. It is recommended that the advisor(s) designate time during a meeting prior to the March 1<sup>st</sup> deadline for the club to complete enrollments.

**New Members:** See New Members area for instructions.

A detailed tutorial along with frequently asked questions can be found at the following link:

<http://go.osu.edu/CC4HOnline> . Any additional questions or assistance needed regarding 4HOnline re-enrollment can be answered by the Carroll County Extension office.

All PREVIOUSLY enrolled members must enroll themselves in the 4HOnline database at the following link:

<https://oh.4honline.com>

- **Complete Mailing Address** is used for mailing newsletter, county, state, national and international opportunities. **Family Email Address** is the most important piece of contact information you provide! If you have a child that manages their own schedule, please add their email in the individual member's spot. The more members in your family that are notified, the better!
- **4-H Project Enrollment** is a complete listing for each member's 4-H projects. 4-H members must be enrolled in all 4-H projects by March 1<sup>st</sup> of the current year to be eligible for county 4-H activities. Changes to projects can be made until March 15<sup>th</sup>. Statistical information includes: age, birth date, race, gender, years in 4-H, residence, school, grade, etc.
- **Parent and/or Legal Guardian Address, Phone, and E-mail Information** is used as the contact address for the 4-H member and a means by which OSU Extension, Carroll County 4-H Youth Development staff are able to reach a parent/legal guardian for programming for emergency needs.
- **Signed Code of Conduct** All 4-H youth must sign the 4-H Code of Conduct
- **Permission to Photograph** is used to determine whether or not permission is given to photograph the youth and use it in displays, newspaper clipping, etc.
- **Acknowledgement of Responsibility and Release**
- **DO NOT hit the SUBMIT button on your re-enrollment until you have made the final decisions on your project selections. Once the submit button is "clicked" any changes to your account will need to be made by the Extension office.**



## Distribution of Information

Information is distributed to 4-H members and their families several different ways.

- **Newsletter:** The Carroll County 4-H News and Notes is a newsletter that is published bimonthly and distributed via email. This newsletter contains vital information to 4-H Families! Please take a moment to read thru it when you receive it! If you do not have an email on file with the Extension office a paper copy will be mailed to you.
- **Emails:** Emails are the most frequent source of information. Reminders of approaching deadlines, changes in programs/events, and new opportunities are distributed via emails!
  - **4HOnline Database Emails:** Extension staff as well as 4-H Advisors may send reminders thru the 4HOnline database. If you realize you are not receiving these notifications, it is usually due to your email settings. Since the 4HOnline database sends “bulk” emails your email provider may view them as “spam” or “junk mail”. If you need help changing these settings, give the office a call.
- **Facebook:** The Carroll County 4-H Facebook page not only offers reminders of deadlines and upcoming events as well as notifications of new opportunities we often post fun things that are happening! Like us @OSUCarroll4H. Many clubs have Facebook pages as well. Be sure to get connected if your club has one!
- **Mail:** A few times a year, you may receive reminders, invitations and or letters in the mail.
- **Remind App:** The Remind App is utilized thru the Extension office for some of the clubs and committees.

## Project Levels vs. Ages

The former age recommendations for 4-H projects have been removed in favor of a new system, assigning a level to each project.

**Beginner Level** projects are designed for members any age who have little to no experience in the project area.

**Intermediate Level** projects are designed for those members who have previous experience in the project area, or have completed the beginner level projects.

**Advanced Level** projects are designed for members who have completed the intermediate level projects and/or have extensive experience in the project area.

*If members take multiple projects **within the same project area**, they should choose projects within the same level. (For example 2 beginner or 2 intermediate projects, but not just 1 beginner and 1 intermediate)*

## Competition & Sportsmanship

4-H project and club work is designed to provide learning experiences for our youth. While the 4-H program does promote the use of healthy competition, the focus of 4-H is to build leadership, citizenship and life skills.

Please remember that the blue ribbon, trophy, or other award is not the end goal!

## Weather Policy

Youth Safety is always the first priority in 4-H programming. As such, any event sponsored or hosted by OSU Extension will be cancelled if **CARROLLTON SCHOOLS** are closed or early release for weather related reasons. The “Carroll County 4-H (Ohio) Facebook page will also be used to note such cancellations. As always, stay home when you are uncomfortable with driving conditions.

## Specialty Clubs

If you are interested in participating in the following project areas, you will need to be a member of a Specialty Club. This is for safety reasons, as the Advisors/Volunteers who work with the youth in these project areas have certifications and/or specialized training in order to keep our youth safe and secure. Please contact the Extension office if you are interested in:

- **Shooting Sports Disciplines**
- **Dog Projects and Showmanship**
- **Equine Projects**

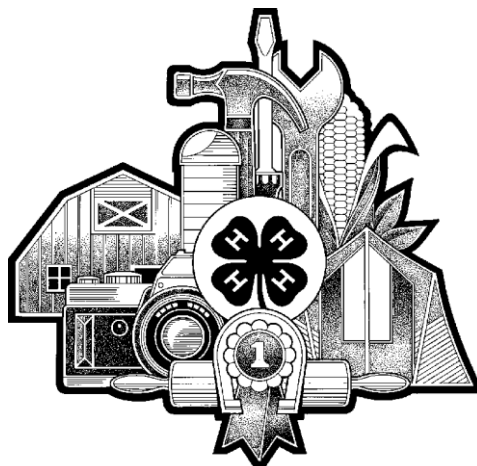
## Carroll County 4-H Program Advisory Committee

The primary purpose of the Carroll County 4-H Advisory Committee is to provide guidance and assistance to the County Extension Staff in planning and conducting educational 4-H programs in agriculture, home economics and related subjects for young people in addition to developing youth leadership and life skills.

Major functions of the 4-H Program Advisory Committee are to advise and to assist in developing, helping to conduct and in evaluating the 4-H program. Members of this committee include 4-H Advisors, parents, at-large members and youth members from their primary club.

The Committee also conducts county wide fund-raising events (cookie-dough, benefit auction) in an effort to provide county 4-Hers with various opportunities.

Many thanks goes to advisors, members, and clubs who participated in the fund raising efforts, sponsored events or made donations to the committee during the club year. We encourage your support again in the coming year as the 4-H Program Advisory Committee joins all of you in working together to grow the 4-H Program in Carroll County.



## Community Programs and Opportunities

This section contains a list and description of Carroll County 4-H activities that members and clubs may participate in. While none of these programs or opportunities are required, they will enhance the 4-H experience. There are many other opportunities that occur throughout the year and we are currently working on incorporating them into our program. Be sure to watch the News and Notes and Facebook page for updates.

### Teen Leaders

Teen Leaders is a youth opportunity for teens 13-18. Teen Leaders is a group that focuses on leadership training, team building, community service and event planning. They provide the help and support for the many county-wide activities that are held throughout the year. If you are someone who likes to help younger children, prepare for events, work on community service projects or provide support from “behind the scenes”, this is the club for you.

The Teen Leaders Club does not require you to take a project **unless it is the only club you belong to in the Carroll County 4-H Program**. If Teen Leaders is your only club, then you are required to complete a project of your choosing. There are no restrictions on what projects can be taken. If you belong to another club, but would still like to take a project through Teen Leaders, you are welcome to do so.

### Outstanding Court

Are you an OUTSTANDING 4-H YOUTH?? The Carroll County 4-H Program wants to recognize you for all your hard work! If you meet the following guidelines – We encourage you to apply! Fill out the County Award form and turn it into the Extension office. The form can be found on our Carroll County web page at the following link: <http://go.osu.edu/CC4HForms> and is also available in the office or you can ask your 4-H advisor for a copy.

Forms are due to the Extension office no later than **June 1<sup>st</sup>**.

- Be at least 16 years’ old
- Been a member of 4-H for a minimum of 5 years
- Have been an honor member for at least 3 years



### 4-H College Scholarship

Each year the Carroll County 4-H Advisory Committee offers 2 - \$500 scholarships to High School Seniors and current college students. To enter you must:

- Be a High School Senior or a college student AND a Carroll County 4-H Member
- Be enrolled (or plan to enroll) in any secondary education program. This can be a bachelor’s degree, associate’s degree or a certification program
- The deadline to apply is June 1<sup>st</sup>.

## **Community Programs and Opportunities**

### **Camp Scholarship (Campership) thru Cookie Dough Sale**

Each year the Carroll County 4-H Advisory Committee holds a county-wide fundraiser selling frozen cookie dough. All the funds collected from this fundraiser go toward 4-H Camp(s). Members are encouraged to sell cookie dough to receive a discount off of the overall cost of attending camp. At this time, if a members sell 25 items, they will have earned a “campership” for 4-H camp. This means the cost of attending camp is now covered. It should be noted, that if extra costs arise for camp (such as a camp photo), that will be the responsibility of the member.

### **Cowboy/Cowgirl Contest**

Each year at the Carroll County Fair, the 4-H Horse Clubs hold an annual contest for an Outstanding Cowboy and Cowgirl. In order to participate you must:

- Be a Carroll County Horse Club member in good standing
- Have completed all horse projects you have registered for during the current year
- Compete in the Junior Division (ages 9-13) or the Senior Division (ages 14-18)

Applications can be filled out and interviews will be held the day of Skillathon judging with the winners being announced at the Carroll County Fair. For additional rules, see your 4-H Advisor.



### **Honor Members**

The status of Honor Member is awarded to those 4-H members who meet certain criteria every year. It is a cumulative process which means that each year you to add additional points in order to meet the goal set for each year. Points are earned by doing things like: completing your projects, going to your 4-H meetings, serving as a club officer, participating in community service and going to 4-H camp. Forms are due the last Monday in August each year and are available at the office or at <http://go.osu.edu/CC4HForms>

### **Annual 4-H Advisory Committee Benefit Auction**

This annual event is held each year in November. The proceeds from this event are the main source of funding for the Advisory Committee. It allows the committee to offer assistance to those in need for activities like 4-H Camp, Leadership Camp and 4-H Conference. Honors such as Outstanding Court and Best of 4-H Night are funded from this evening's event as well as the funds needed for the college scholarships. Local and State-wide businesses, community members, 4-H families and 4-H clubs all provide the donations for our Live and Silent Auctions held on this night.



## 4-H Camp

Carroll County 4-H Camp is held every year at 4-H Camp Piedmont and is open to members and friends ages 9-14. Information will be published in the newsletter, be available on the county website and every eligible member will receive information in the mail. It should be noted that you do not have to be a 4-H member to attend 4-H Camp! All youth in the age range are welcome to attend, so if you have friends or family that would like to go too – invite them to join us!

During camp 4-H members participate in a wide variety of activities including swimming, nature studies, crafts, sports, campfire, recreation (dancing and games) and many others.

Counselors (ages 15-18) are Carroll County 4-H members who take a leadership role the week of camp. Camp counselors complete a minimum of 24 hours of training to do their jobs safely and effectively. The county extension 4-H Program Assistant serves as Camp Director with additional county staff attending as well. Additional 4-H volunteers and Camp Piedmont personnel are there to provide a safe and fun filled week at camp. There is also a nurse on duty at all times at the camp for health and safety reasons for our campers.



## Cloverbud Program

1. Carroll County youth at least 5 years old **AND** enrolled in kindergarten as of January 1 of the current year may enroll as a Cloverbud in the 4-H program if a group is available.
2. “Activity Based” experiences are the focus for our Cloverbud youth. Cloverbud advisors create an exciting, cooperative, and fun approach to learning while providing immediate, positive feedback to the youth involved.
3. Cloverbud curriculum is age appropriate and helps prepare them for becoming 9 to 18-year-old members. Cloverbuds are not eligible for activities or projects designed for 9-18 year olds until they reach that age.
4. The Cloverbud program will use the curriculum and resources designed from Kindergarten through Second grade age group.
5. Cloverbud meetings are usually held in conjunction with a routine 4-H Club meeting. They are held at the same time and place and often start off the meeting with the older members, but then move to a separate area to engage in age appropriate activities.
6. There will be no competitive aspect to any Cloverbud activities. For example, formal scoring, placing, prizes, recognition. Any recognition given to Cloverbud members must be done equally for all members. Any participation in an event like fair must be for an exhibit only.
7. Volunteers who wish to provide leadership for a Cloverbud group, must complete the same application as other 4-H volunteers and must attend advisor trainings.



## Project Books & Resources



### Project Books

Every 4-H project has a designated project book, which includes background information, activities, and instructions for completing your project. These books are designed for the members to write in and complete as they do their project activities. Some project books can be used for multiple years. If this is the case – it will be noted in the beginning pages of the book.

The only project without books are the self-determined and master projects which instead have outlines for youth, who then design their own project.

Some projects also require a resource manual, which is designed to be used for as many years as you take the project. These are common for animal projects, but are also available for a few non-animal projects. If your project has a resource manual, it will be noted in the project description.

### Livestock Record Books

Members taking livestock and horse projects must complete a record book for **each project, every year**. Members have 2 options for keeping records and may choose the record option which best fits their needs and interests. Member need to tell their advisors which books to order:

1. There are Ohio 4-H record books for every animal project. These include areas for required records, as well as additional practice activities.
  - a. Your first year in the project – you **MUST** use the Ohio 4-H Project book.
  - b. If you choose to use the Ohio 4-H Project book for your second year and beyond – it **MUST** be a new book each year.
2. We also have a shorter, simpler **COUNTY** Livestock record book, which have only records sections. This book can be utilized once you have completed your first year in the project.
  - a. You **MUST** bring your original Ohio 4-H Project book to Skillathon with the County Record Book.
  - b. You must complete a new county record book each year.
  - c. The County Record Book is optional – you may use a NEW Ohio 4-H Project book each year if you like.

### Frequently Asked Questions

#### **How many projects can I take?**

It is suggested that younger members (9 and 10 yr olds) only take 1, possibly 2 projects until they are comfortable with the time commitments associated with a project. Older members can take as few or as many projects as they like. Just remember, it is better to take fewer projects and complete them well, than to take too many and overwhelm yourself. 4-H is about learning and growing and it should always be fun!

#### **Can I see the project books ahead of time?**

Yes. Project books can be viewed at the Extension Office during our normal business hours or members can preview one activity of any Ohio 4-H Project book anytime through the online Ohio 4-H Project Central (see next page).

## **Frequently Asked Questions - Continued**

### **Does a member have to do all of the activities in the project book?**

Answers for this question vary based on the project. Some projects are designed to be used for a single year and require all activities to be completed. Others are designed for multiple years and require only 1/2 or 1/3 of the activities to be completed each year. This information will be included in the front section of each project book.

### **Can I take a project a 2<sup>nd</sup> or 3<sup>rd</sup> time?**

Some project books are designed to be used for more than one year. The first section of each book will note if the project is designed for multiple years. These projects may have 12-15 activities instead of the normal 6-8. Members need to read the instructions at the front of the book to see how they should decide which activities to do each year.

### **Can I change a project if I decide I don't like it?**

Members may make changes to their project through March 15th of each year. After March 15th, if a member still wishes to change a project will not be eligible for awards or state fair participation, or to exhibit livestock at the fair (if the livestock project was changed).

## **Project Central**

Ohio 4-H has a website where members can learn more about projects including a preview for each book where they can review the table of contents and one activity.

**[www.ohio4h.org/projectcentral](http://www.ohio4h.org/projectcentral)**

On this same site members can also provide ratings and reviews for projects they have already taken to help Ohio 4-H improve projects for the future.





## 4-H Project Completion and Exhibition Requirements

### **A. To Complete a project Requires:**

1. All guidelines in the first few pages of the project books must be completed and books must be checked, reviewed, signed and dated by the 4-H Club Advisor, project books then must be taken to knowledge judging at the Carroll County Fairgrounds for members to grade the project. (If a youth are unable to attend knowledge judging day, arrangements must be made prior with OSU Extension staff)
2. Attend one Quality Assurance Class- unless tested out in age group
3. Age requirements are met
4. Has met the membership across county lines requirement (if applicable)
5. Member has met all 4-H Club Requirements (based on Club and Advisor)
6. You must go to Knowledge Judging or Make-Up day(s) if you would like to display your project at the County Fair
7. A 4-H member may represent Carroll County at the State Fair in more than one project area unless the projects are shown at the same time at the State Fair. In this case, the member must choose which project they will take and an alternate will be sent in the other area.

### **B. Exhibition and Judging**

1. A member is required to go to judging. All still projects are judged in July. The date is to be determined each year and will be marked in the 4-H Calendar.
2. Make-Up Project Judging will be in early July. The dates will be determined each year and will be published in the News and Notes. But please remember you will NOT be eligible for State Fair.
3. All livestock judging is done the week of the county fair.
4. Exhibitors must have a completed project if they want to exhibit livestock or non-livestock/still projects at the Carroll County Fair.





## **Livestock Skillathon and Still Project Judging**

- Skillathon and Judging is conducted during the first Saturday in July (unless this is the 4<sup>th</sup> of July holiday). The date will always be listed on your yearly 4-H Calendar.
- Times are assigned according to project and last name and will be published in the newsletter and online.
- Members should bring the required items with them to judging and be prepared to explain what they did, talk about their display items and answer questions.
- Although staff and volunteers do their best to keep the schedule moving and on time, there are inevitably delays in some project areas due to volume. Families should allow plenty of time for judging, especially if members have more than one project.

**Livestock Skillathon** is conducted by youth visiting several “stations” where they are judged on their knowledge and completion of their project books. Areas include: Book completion, interview, attitude/appearance, breeds, parts of the animal, meat cuts, 4-H knowledge and quality assurance.

**Still Project Judging** is conducted in a one-on-one interview where the member is able to talk with the judge and go over their project, completion of the book, quality of the display, attitude/appearance and 4-H Knowledge.

- ✓ Project Completion requirements for each project are provided at the following link:  
<http://go.osu.edu/CC4HForms>
- ✓ If the member receives an excellent on their Still Project, this means they are eligible to receive an “Outstanding of the Day” award and/or be awarded the “State Fair Participant”. You should plan on attending the Still Project Awards night! The newsletter will have the date and time listed.

**Make-Up Judging** is scheduled during the month of July. If a member cannot attend the regular judging time due to a scheduling conflict such as vacations, sporting events, wedding, etc. they are able to come to the Extension office and take part in make-up judging. You **MUST** schedule your judging time prior to the date of judging day. You will not be allowed to take part in make-up judging without prior notice.

- ✓ **It is important to note** that Still Projects that are judged during make-up judging are **NOT ELIGIBLE** to be considered for State Fair Participants. (This does not include Livestock).

## **Quality Assurance Education Requirement for Market Livestock Project Exhibitors**

Since 2000, the Ohio Department of Agriculture has required youth livestock producers to participate in livestock Quality Assurance Education in order to be eligible to participate in Jr Fairs. Extension staff provide youth with the Assuring Quality Care in Animals signature program as the training for this requirement.

**This training MUST be completed AT LEAST 45 DAYS prior to the first day of your county fair.** If you do not meet this requirement you will not be able to show at the county fair OR at the Ohio State Fair. It should be noted that this is a State Mandated Rule through the Ohio Department of Agriculture, not a Carroll County or Ohio State Fair rule. This can be completed by attending a training class each year or taking a written test. The written test is given according to the age of the youth and if passed – can meet the requirement for up to 3 years. In order to take the test, you must be a minimum of 11 years old and have attended at least one Quality Assurance training class.

All youth that want to be eligible to exhibit Breeding animals, Market animals, and Dairy animals must participate in a Quality Assurance Training Session or take a Test (Test-Out option). Youth who obtain certification at events such as the Ohio Beef Expo & Dairy Palooza must present a copy of the certification to the Extension office.

## Carroll County Fair

Carroll County 4-H members who have completed projects are eligible to exhibit at the county fair. If a member chooses to exhibit at the fair, they need to follow the Carroll County Jr. Fair guidelines printed in the “BLUE BOOK” for their projects and in their project books. All entries are the responsibility of the Jr. Fair Committee with Extension staff providing support.

The “Blue Book” is the Carroll County Junior Fair Book. It contains all rules, deadlines, entry instructions and dates of events and is printed each year by the Carroll County Agricultural Society. A member does not have to participate in the fair in order to complete their project, or a year of 4-H membership; however, all project books must be completed and youth must go through Skillathon/judging for their project to be considered complete. No advisor or committee member can require their member to participate in the fair in order to complete their project.



Project Book Requirement: All Exhibitors must complete their project book and participate in Livestock Skillathon in order to be eligible to exhibit at the county fair.

Junior Fair Livestock Entries: Jr. Fair entries are required for all animals being exhibited at the fair and are always due no later than the 2<sup>nd</sup> Saturday in June of each year. Entries after this deadline will be \$25 PER Entry. See Blue Book for details.

Specific Livestock Requirements: Most livestock projects have additional requirements such as possession dates, tagging/identification, weight limits, age, breeds, etc. in order to show at the county fair. These requirements can be found in the Jr. Fair Blue Book.

It is important for advisors, committee members and parents to **remember that the 4-H Program and our County Fair are entirely separate entities.** The 4-H program does not make the fair policies or rules and the Junior or Senior Fair Boards do not make the 4-H rules and policies. When a 4-H'er decides to exhibit at the fair, they must follow the rules established by the Junior and Senior Fair boards. It is their responsibility to be knowledgeable of the fair rules and policies. These may be different or in addition to any rules the 4-H program has related to their project. The rules may also differ from the Ohio State Fair rules.

Decisions related to the county fair are made by the Junior Fair Committee and Senior Fair Board. It should be noted that Extension staff, 4-H Volunteers and parents hold seats on the Junior Fair Committee.

### Still Project Auction

- The Still Project Auction is limited to youth who do not have market projects in the other Junior Fair Sales. The Still Project Auction will be held during the week of fair.
- Only certain Still Projects are eligible for sale. Please see the Carroll County Jr. Fair Blue Book for eligible projects.
- Only 2 projects can be sold at the Auction.
- Youth must attend a mandatory Still Project Auction Quality Assurance Training in order to be eligible to sell.
- Each project will be evaluated to determine if it meets quality standards. Each item will be evaluated using a rubric scoring system which will cover Craftsmanship, Skill and Consistency, Attractiveness, Durability, and Time and Effort.
- For a complete set of rules – please refer to the Carroll County Jr. Fair Blue Book

## Specialty Projects

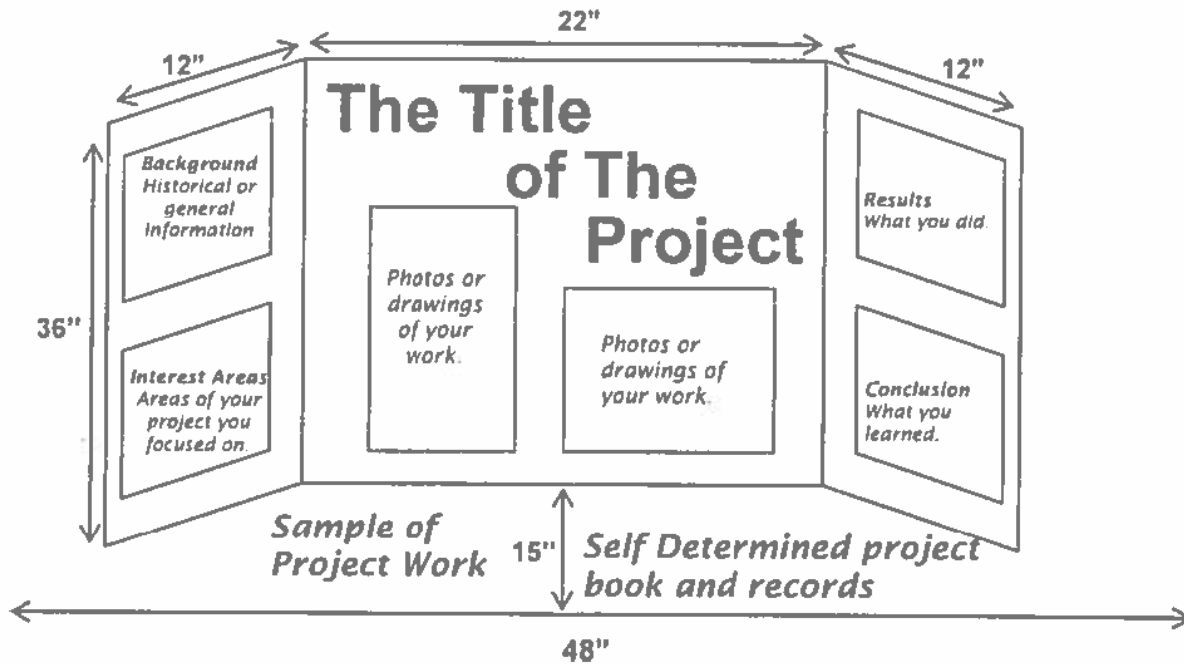
### SELF-DETERMINED #365 All Levels

This project is to “dig deeper” into a current project area, or to develop a plan for a project not currently offered through 4-H. This project is not recommended for 1<sup>st</sup> year members. Members determine their interest topic, then develop a project outline, and have it approved through the Extension Educator/Program Assistant.

There are several idea starters available for popular self-determined projects. These are not full project books. You can view them online at: [www.ohio4h.org/publications](http://www.ohio4h.org/publications). You do not need to use an idea starter. You can also create a project outline from scratch or even create your own idea starter.

**Judging Requirements:** Complete project outline, and tri-fold display showing what was learned in the project (see diagram below). Members may bring additional items along to facilitate discussion with the judge.

**Fair Exhibit:** Tri-fold display from judging, or another related 3D display



### Computers-Self Determined (3651) –Advanced

Youth who wish to explore the world of computers can do so by designing their own project. There is a separate National Qualifier Contest for this topic at the State Fair on Engineering Excitement Day. **Judging Requirements:** Completed project book & poster or an exhibit of something learned. Be prepared to present your project to the judge. Computer presentations may be used if members bring their own equipment. Please be aware that limited security is provided for this building and items are displayed at your own risk. We do not recommend displaying valuable items, such as operating computers.

## Specialty Projects – Continued

### Natural Resources-Self-Determined (3653) Intermediate

This project is for those who want to learn about additional natural resources topics or more advanced exploration of a previous project. Participants are in separate class at the State Fair on Natural Resources Day. **Judging Requirements:** Completed self-determined project guide and a poster/display representing your experience.



### Cooking Projects

- All cooking projects should have a Portfolio as part of their display.
- A portfolio is required for all Ohio State Fair participants.
- A portfolio is a folder/binder/scrapbook that contains documentation of each of experiences completed in the cooking project book.
- Each Learning Experience should have its' own summary.
- Pictures are beneficial, but are not required. Photos do help youth open up and talk about their project making for a more positive judging experience.
- Cooking Projects being judged at the Carroll County Still Project Judging need to bring a sample of their "cooking" for the judge.



### Cake Decorating Project #492

- The Cake Decorating Project has 3 books. The Project Book, The Resource Book and the Record Book. Be sure you have all 3.
- State Fair Participants will need to review the yearly requirements available online to see what is needed for competition.
- Cake Decorating Projects at the Carroll County Still Project Judging need to bring a decorated cake or decorated cake form for the judge.

### Wood Working Projects

- State Fair participants will need to review the yearly requirements available online to see what is needed for competition in each level of the woodworking project.
- You do NOT need to bring one of the state fair required pieces to Carroll County Still Project Judging, you may bring something built by you of your own choosing as long as you are utilizing the skills required in each book.
- If you are participating in the Still Project Auction during the Carroll County Fair, you must bring that woodworking piece to judging. This may be different than what you take to the Ohio State Fair if you are chosen as the participant.





## MY PLATE

In 2012, Ohio 4-H begun using the MyPlate model instead of the MyPyramid which was previously used. Every Food and Nutrition Project Book should have an insert with basic information about MyPlate.

At every judging every member taking a Food and Nutrition Project, will be participating in MyPlate activities to test their knowledge and understanding of basic nutritional guidelines. Members should be prepared to:

- Identify the major food groups
- Place the food groups in the correct “portion” of the plate
- Sort an assortment of different foods into the food groups
- From the pictures of actual meal choices, identify which pictures best represent MyPlate model
- Choose pictures or fake food items, & arrange them on a plate to show a “healthy” meal
- Prepare a menu of items that reflect the appropriate proportions (advanced only)

For more information, go to: <http://www.choosemyplate.gov>



## Club Requirements

To remain in good standing, clubs must meet the following expectations each year:

- All advisors complete annual training by March 1<sup>st</sup>.
- Complete club enrollment packet by March 1<sup>st</sup>.
- Have at least 5 members from at least three different families, and one volunteer enrolled by March 1<sup>st</sup>.
  - Cloverbuds require a 2<sup>nd</sup> designated volunteer
  - All clubs are encouraged to have at least two volunteers
- Plan to hold a minimum of 6 meetings or activities between March 1<sup>st</sup> and December 31<sup>st</sup>
- Elect an officer team of at least a president, secretary and treasurer by March 1<sup>st</sup>.
- Complete at least two educational events (ex. Project work sessions, guest speakers, tours, demonstrations)
- Complete Ohio 4-H required financial reporting:
  - File year-end financial report with OSU Extension by March 1<sup>st</sup>

## Club Attendance Policies

Members are expected to participate in as many club meetings and activities as possible.

Every member must meet their club’s attendance policies in order to exhibit at the county fair and receive Jr. Fair premiums or represent Carroll County at the State Fair.

Members not meeting the club’s requirements will **NOT** be permitted to exhibit. This **WILL** be enforced. See your club advisor for a copy of your club by-laws.

## **Individual Club Rules**

Clubs are required to adopt a constitution which is provided as a template by Ohio 4-H.

Clubs may also adopt individual rules by creating a By-Laws to attach to their constitution, provided those rules are not in conflict with state guidelines.

Some examples of rules adopted by individual clubs are:

- ◆ Club dues policies
- ◆ Maximum number members
- ◆ Types of projects permitted & completion policies
- ◆ Attendance policies

Clubs are NOT permitted to vote on accepting or not accepting particular members into their club. This is a clear violation of Ohio and National 4-H Council policy.

*If used, club laws (rules) must be provided to every member every year!*

## **Club Demonstrations**

Demonstrations are a valuable learning experience for every 4-H'er. Every 4-H Club is encouraged to have each of its members do a 4-H demonstration for their club sometime during the year. Demonstrations help members learn planning, organizing, public speaking, and teaching skills.

It is a good idea to plan demonstrations at the same time as the club program of activities. One, two, or three members can do demonstrations after each business meeting.

To do a good demonstration, a member must pick a topic, collect and organize information, practice the skills to be presented and then put together for an interesting presentation in front of advisors and peers. Advisors should strive to help members prepare their demonstrations so that this learning experience becomes a positive one.

## **Community Service in Your Club**

Community Service teaches our youth the positive benefits of giving back to the community. A Community Service project can be a variety of things, as long as someone else will benefit from the service. Projects range from landscaping, keeping trash picked up from the roadside or visiting senior citizens at nursing homes. There is an endless list of possibilities for a club to do. Community Service is an act that members should not expect anything in return.

## New Clubs

New clubs may be formed prior to March 1<sup>st</sup> each year. Clubs must meet at least these minimum requirements by March 1<sup>st</sup>.

- At least two adult volunteers must complete volunteer screening, selection, and training.
- Entire advisor team meets with county Extension educator/program assistant for new club training
- Begin the county 4-H Charter process
- Obtain an EIN number from the IRS
- Complete an Ohio 4-H Tax Exemption Authorization form
- Club enrollment packets are due March 1<sup>st</sup>
- At least 5 members from at least 3 different families, must be enrolled by March 1<sup>st</sup>
- Complete a club constitution
- Complete Annual Club Requirements
- One volunteer must have mentored with an existing volunteer for one year

## Active Club Information for Advisors

### 4-H Club Yearly Requirements

The 4-H organizational advisor (head advisor) is responsible for completing the 4-H yearly requirements for his/her 4-H Club. The yearly Advisor packet is ready the first week of November each year. These current 4-H documents will be in each club's packet:

- Club officer & Meeting Schedule Form
- Club Charter Checklist
- Yearly Financial Summary
- 4-H and Jr. Fair Calendars
- Member enrollment forms for NEW members only
- Club appointments to Jr. Fair Committees and 4-H Advisory Committees

A letter with specific directions for 4-H year will be included in the Club's Packet. The 4-H organizational advisors must submit all 4-H enrollment documents to the OSU Extension, Carroll County by March 1<sup>st</sup> of the current year. Questions regarding 4-H club enrollment should be directed to the Extension Office.

If the club does not submit all required documentation listed above by March 1<sup>st</sup> of the current year, the 4-H Club will lose its charter status and the youth will not be eligible for 4-H unless they join a chartered club.



## **Active Club Information for Advisors-continued**

### **New Members**

4-H organizational advisors (head advisors) should carefully review each NEW 4-H member's enrollment for to make sure all information is complete and correct. Errors on the 4-Her's enrollment form result in missing mailings, being enrolled in wrong projects or not having specific needs met by program activities. The Advisor or the member must make sure the Extension office receives the completed form so that we can enter them into the 4HOnline Program.

### **Club Officers**

Each Club is encouraged to select officers at one of the first meetings of the year. When electing officers, it is suggested that the duties of each officer be explained to the club members. Emphasis should be placed in the importance of good club officers. Officers handbooks can be picked up from the office or be printed from the following link: <http://go.osu.edu/CCClubOfficers>

The following officers can be elected: President, Vice President, Secretary, Treasurer, News Reporter, Safety Leader, Health Leader, Recreation Leader, and Historian. Some Clubs combine some offices or create others. A minimum of President, Vice President and Secretary/Treasurer must be elected.

## **Volunteer Information**

### **New Volunteers**

In order to provide a positive experience for 4-H volunteers, members and their families, the following process will be used to select and orient new volunteers.

1. Complete the volunteer application form and return it to the Extension Office.
2. Provide References
3. Complete Fingerprint record check
4. Complete an interview
5. Review and sign the Ohio 4-H Volunteer Standards of Behavior
6. Complete a Volunteer Orientation Training

### **Ohio State Extension Will:**

- Interview potential volunteers
- Check potential volunteer references by mail or email
- Require a background check on potential volunteers that includes the volunteer going to a BCI/ or FBI fingerprinting location to be fingerprinted. Please submit your receipt to the Extension office for reimbursement.

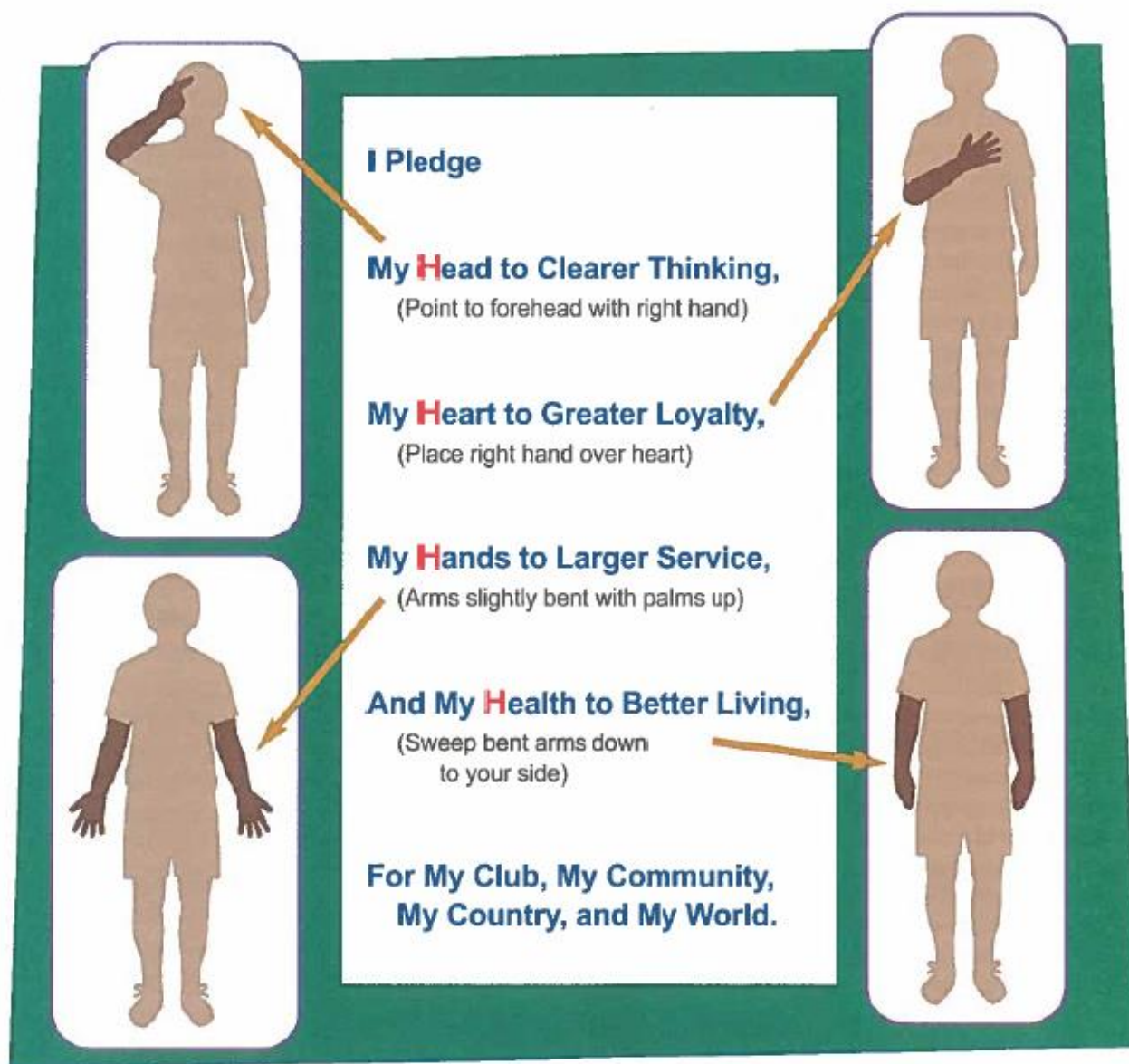
It is the responsibility of Ohio State University Extension to refuse volunteer status or deny a particular volunteer role to someone they deem to be inappropriate or unqualified to fill a volunteer position.



## 4-H Facts

### 4-H Pledge

At the beginning of 4-H meetings, members stand and recite the 4-H Pledge. By saying the 4-H Pledge as a club, members are reminded about the things we value – youth decision making, loyalty, service to others and healthy living. It's an important part of a club meeting and it's an important part of being a 4-H member.



## 4-H Facts - continued

### 4-H Emblem

The 4-H emblem is a four-leaf clover with the letter “H” on each leaf. The leaves of the 4-H Clover are green or black and the letters are white.

### 4-H Colors

Green and White

### 4-H Motto

***“To Make the Best Better”***

#### **We Believe in**

- ✓ Youth as leaders and decision makers
  - ✓ Learning by doing
- ✓ Youth making a difference
- ✓ Goal-setting to achieve growth

### Who is the founder of 4-H?

A.B. Graham

### In what Ohio county was 4-H founded?

Clark county. 4-H was founded in Springfield Township in 1902.



## **Carroll County Resources for Members and Volunteers**

### **Ohio State University Extension, Carroll County**

613 North High Street

Carrollton, Ohio 44615

Phone: 330-627-4310

<http://carroll.osu.edu>

### **Carroll County Facebook Page:**

[www.facebook.com/OSUCarroll4H](http://www.facebook.com/OSUCarroll4H)

### **4-HOnline Database**

<http://oh.4honline.com>

### **Carroll County Links:**

#### **Newsletter:**

<http://go.osu.edu/CCNewsandNotes>

#### **Forms:**

You will find forms such as calendars, camp registration, project completion requirements, honor forms, county award forms and many others at this link.

<http://go.osu.edu/CC4HForms>

#### **Additional:**

Advisor Resources: <http://go.osu.edu/CCAdvisorResources>

4HOnline Tips and Tools: <http://go.osu.edu/CC4HOnline>

Club Officer Information: <http://go.osu.edu/CCClubOfficers>

Carroll County Jr. Fair: <http://go.osu.edu/CCJrFairInfo>

This office is open Monday-Friday 8:30am-4:30pm. Please call with any questions you have concerning the 4-H Program or county-wide events. Copies of newsletters, forms, and other useful items are available on our website for your convenience.

## Additional Resources for Members and Volunteers

**Advisor Handbook:** <http://advisorshandbook.ohio4h.org/>

This site is designed for 4-H Club Advisors, and includes information on Ohio 4-H policies, as well as tips for working with your club.

**Club Officer Page:** <http://www.ohio4h.org/members/officers/>

Visit this site to download officer books and watch online officer training videos! (You may request officer books from the OSU Extension Office)

**Cloverbud Newsletter:** <http://cloverbudconnections.osu.edu/>

This online newsletter is published four times per year and includes helpful tips and program ideas

### **Ohio State Fair:**

<http://www.ohiostatefair.com/>

Use the links on this web page to find information about the Ohio State Fair, including ticket information, price, maps, and state fair livestock shows.

<http://www.ohio4h.org/statefair/guidebook.html>

**Ohio 4-H Engineering Page** <http://4hengineering.osu.edu>

This page includes helpful information about 4-H engineering projects (aerospace, bicycle, electricity, lawn care, RC cars, rope, small engines, tractors, welding, woodworking)

**4-H Family Guide** <http://ohio4h.org/familyguide>

This link will provide you with all the available projects in the 4-H Program.

**Self- Determined** Project Starters and other Downloadable Projects:

[www.ohio4h.org/publications](http://www.ohio4h.org/publications)