



K-STATE
Research and Extension



Cowley County

4-H Family Handbook

2016-17

K-State Research and Extension, Cowley County
Courthouse, 311 East 9th
Winfield, KS 67156
620.221.5450, 620.441.4565
cl@ksu.edu

4-H helps young people to develop life skills. A life skill is an ability that one can use in everyday life. There are five basic skills that 4-H teaches. They are:

1. Building self-confidence
2. Developing an inquiring mind
3. Setting goals and making decisions
4. Relating to other people
5. Developing a concern for the community

SECTION I- THE 4-H PROGRAM

WHAT IS 4-H?

4-H is a volunteer led, educational program that supplements the teachings of home, church and school.

4-H is an informal educational program for all boys and girls 7 to 19 years of age whether they live in town, the country, or on a farm. 4-H is open to all youth regardless of race, color, national origin, sex, age or disability.

4-H is kids having fun and learning with their friends. 4-H is a universal, primary prevention youth development program.

WHAT IS THE PRIMARY OBJECTIVE OF 4-H?

The basic philosophy in 4-H is to strengthen the youth development of boys and girls, and therefore developing competent, capable, caring citizens for tomorrow's leaders. 4-H provides "learning by doing" or experiential learning through projects, events and educational activities.

WHAT ARE THE PRINCIPLES OF 4-H?

It is not what we know, but what we believe that determines what we do. 4-H leaders and parents can make their best contribution to the development of 4-H boys and girls if they understand 4-H objectives and principles.

- The 4-H club boy and girl are more important than the project.
- Project work is one of the best devices for developing young people. To "learn by doing" is fundamental in any sound educational program and is characteristic of the 4-H program.
- 4-H is not trying to replace the home, church or school- only to supplement them. This does not mean that 4-H should avoid areas touched by school or church. 4-H music, dramatics, etc., may give additional opportunities for participation.
- 4-H'ers should be their own best exhibit. This means manners, attitudes, and courtesy, as well as appropriate dress and physical appearance.
- Competition is a part of life and should be recognized in 4-H as a human trait, but competition requires careful planning and safeguards when used as an educational device.
- No 4-H award is worth sacrificing the reputation of a 4-H member or leader.
- A blue ribbon 4-H'er with a red ribbon exhibit is more desirable than a red ribbon 4-H'er with a blue ribbon exhibit.
- Many things are caught rather than taught.
- Every 4-H member needs to be noticed, to feel important, to achieve some degree of success, and to be praised.
- Our job is to teach 4-H members how to think, not what to think.

WHAT IS A 4-H CLUB?

A 4-H Club is a group of boys and girls organized with officers appropriate to the group and with one or more leaders under the sponsorship of the cooperative Extension Service. The club is organized within a neighborhood, a school, a church, a business or social unit. The size of the club should be suitable to the age of the members, meeting place and leadership available. This type of club is called a community 4-H club.

Also, youth are 4-H members by taking part in project clubs (one subject), special interest groups, school based programs and other enrichment programs.

COWLEY COUNTY 4-H CLUBS

There are thirteen 4-H clubs in Cowley County that meet once a month. Each 4-H member must enroll in a 4-H club.

| CLUB | MEETING DAY | LOCATION |
|-------------------|--|---|
| Burden | First Sunday of the month | Burden City Building, Burden |
| Cameron | Second Monday of the month | C-4 School, Ark City |
| Dexter/Otto | First Monday of the month | Dexter Community Building |
| Floral | First Monday of the month | Grandview Methodist Church, Winfield |
| Martha Washington | First Monday of the month | Central Christian Church, Ark City |
| New Horizon | Second Monday of the month | First Southern Baptist Church, Ark City |
| Rock Creek | Second Sunday of the month | Rock Gym, Rock |
| Sunrise | Second Monday of the month | First Presbyterian Church, Winfield |
| Tisdale | First Monday of the month | Tisdale Methodist Church, Winfield |
| Udall | First Wednesday of the month | Udall Elementary School, Udall |
| Walnut Valley | Second Monday of the month | Kellog Hall, Kellog |
| Shooting Sports | Third Monday of the month (bi-monthly) | New Hope Fellowship, Winfield |

WHAT DOES IT COST?

4-H members do not pay dues or initiation fees. There are some costs for project materials. Members may have the opportunity to qualify for and/or attend regional, state or national competitions/events. While some funding/scholarship may be available, registration/fees for these events will be the member's responsibility. Local clubs/projects may develop their own methods of raising money for worthwhile activities.

MOTTO

"To Make the Best Better."

EMBLEM

The 4-H emblem is the four-leaf clover with the letter "H" on each leaf, standing for head, heart, hands and health.

COLORS

The 4-H colors are green and white. Green symbolizes nature's most common color and represents life, spring-time and youth. White symbolizes purity.

PLEDGE

I pledge

My head to clearer thinking,
My heart to greater loyalty,
My hands to larger service,
And
My health to better living for my club, my community, my country and my world.

4-H YEAR

A new 4-H year starts October 1 each year and ends September 30 of the following year.

AGE FOR MEMBERSHIP

4-H membership is open to all boys and girls who are 7 years of age by January 1st of the current 4-H year and have not passed their 19th birthday of the current year. 4-H age is determined as of January 1 of the current year.

SCOPE

4-H is in all the states and in many foreign countries. Over 80 foreign countries have 4-H or 4-H type youth programs.

PROJECTS

Other than age, the only requirement for 4-H membership is that 4-H'ers enroll in at least one project (learning opportunity). There are more than thirty projects to choose from.

LEADERS

Adults serve as two types of 4-H leaders: project (subject matter teachers) and community (organization leaders). Helping boys and girls grow through their 4-H opportunities can be a very rewarding experience for adult volunteers.

All adult volunteers go through a procedure called Volunteer Information Profile (VIP). VIP is a training that protects the youth and adults of our organization. Adults participate in a training/orientation to learn about the ages and stage of youth. They learn about the policies and procedures of Cowley County 4-H and are approved by a committee appointed by the Cowley County Extension Board.

4-H FAMILY NEWSLETTER

The monthly newsletter is emailed to each 4-H family in Cowley County from the 4-H Agent. The Flash is also available online at www.cowley.ksu.edu and is accessible via your family dashboard on ks.4honline.com. Our email/mailling list is made from the 4-H members' enrollment information in ks.4honline.com. The newsletter is to keep families posted on upcoming events. It includes dates and activities in which 4-H'ers and their families may want to participate. Families may also sign up to receive the newsletter via mail.

WHO'S WHO IN 4-H (CLUB LEVEL)

Cloverbud

Any youth 5 or 6 years old by January 1 of the current 4-H year who fills out a Clover Bud enrollment card. Clover Buds may attend a monthly community club meeting, but are encouraged to attend the monthly Clover Bud club meetings.

4-H Member

Any child 7-19 years of age by January 1 of the current 4-H year who fills out enrollment at ks.4honline.com and meets the club requirements.

Community Club Leader

A volunteer who is responsible for the organizational part of the club.

Project Leader/Coordinator

A volunteer who helps teach kids the projects. This person is often a 4-H parent who agrees to help with the project. It may also be a Junior Leader or a person from the community who has knowledge in a particular subject matter area. Project leaders give a minimum of 6 hours of volunteer time to the project area in which they are involved.

Cloverbud Coordinator

Any adult or teen who organizes activities for Clover Buds within a club or in the county.

Project

A learning experience for the 4-H member in a subject the child is interested in. Each member must take at least one project.

Junior Project Leaders

A 4-H member who is 12 years of age and is enrolled in the Leadership Project or Junior Leaders. They take an active part in helping the younger members in the club/project. By doing this, they grow, mature and learn leadership skills.

Parent's Committee

This committee is made up of 3-5 parents of club members. Duties will vary from club to club, but their basic responsibilities are: to give parental input into the 4-H club program in the planning stages, recruit and orient project leaders and/or community club leaders, and assist the club leader at his/her request.

Parents

They are very important to the success a child will have in the 4-H program. Parents are encouraged to attend monthly meetings and project meetings with their child. All county-wide events are open and parents are encouraged to attend.

Parents may help boys and girls get more from their 4-H experience in several ways:

1. Counsel your 4-H'er in the selection of a suitable project. Show interest. Learn what's required. Help guide, but don't do for him. When something is started, see that it is completed.
2. Encourage your child to attend meetings regularly and attend with him/her so you'll be able to help the child know about and remember upcoming activities.
3. Volunteer to furnish transportation.
4. Offer your home occasionally for a club or project meeting.
5. Share your knowledge, special skills and hobbies with club members as a club leader or project leader.
6. Offer to help your club leaders with various activities.
7. Keep informed of 4-H information that comes to members of your family.

CLOVERBUDS

The 4-H Cloverbuds program is designed specifically for 5- and 6-year-old children. In order to become a 4-H Cloverbud member, a child must have reached the age of five before January 1 of the current 4-H year. When a child reaches the age of eligibility for traditional 4-H programs (age 7 or older) the child and his or her parents/guardian can decide whether to transition their child into 4-H Club membership.

At the time of transition, parents and their child will be responsible for completing the appropriate 4-H enrollment card. Due to the unique nature of the 4-H Cloverbuds membership, no 4-H'er may hold membership in both a 4-H club and 4-H Cloverbuds.

4-H Cloverbuds is activity-focused, rather than project-focused. A 4-H Cloverbuds member participates in noncompetitive, age-appropriate, properly supervised events or activities sponsored or conducted by another 4-H group.

The 4-H Cloverbuds program is based on cooperative learning. The 4-H Cloverbuds member is to participate in activities and opportunities where the member practices developmental skills, discovers talents and learns about fairness in a nonjudgmental environment.

The 4-H Cloverbuds member may exhibit or showcase activity-related items from their 4-H Cloverbuds' experiences at appropriate locations. The 4-H Cloverbuds member may not participate as a competitive exhibitor and is not eligible to receive premiums or awards in traditional 4-H events. The 4-H Cloverbuds member may receive a 4-H Cloverbuds ribbon. Cloverbuds may showcase one exhibit from the following areas at the Cowley County Fair.

- Heritage Arts
- Foods and Nutrition
- Clothing Buymanship
- Photography
- Pets
- Visual Arts

The 4-H Cloverbuds member is allowed to showcase a pet from the approved list in accordance with 4-H Cloverbuds pet policies. The 4-H Cloverbuds member may not have 4-H livestock exhibits that require long-term ongoing care or weigh-ins, nor can the member participate as a competitive 4-H exhibitor within livestock divisions.

Pet Policies

- A 4-H Cloverbuds member may showcase a pet from the approved pet list.
- Wildlife cannot be allowed (as per the Kansas Wildlife and Parks Policies and Statutes).
- All pets must be caged, leashed, and/or contained as appropriate and manageable/under-control.
- A parent or guardian must be present with their child and pet at all times.
- Pets cannot be included in overnight exhibits at the fair but may be used as show-and-tell activity or showcase.

Approved Pets:

- Amphibians - frogs, toads
- Ant Farms
- Cats
- Dogs
- Fish
- Gerbils
- Guinea Pigs
- Hamsters
- Mice
- Parakeets
- Rabbits
- Rats

SECTION II – 4-H CLUB MEETINGS

WHAT ARE THE PURPOSES OF 4-H CLUB MEETINGS?

The purpose of the 4-H meetings are to help boys and girls:

- Acquire new information
- Learn to use leisure time creatively
- Develop social skills
- Acquire leadership and citizenship traits

4-H members are given the opportunity to learn and practice decision-making in group situations by using the knowledge and skills acquired at these meetings. 4-H member are expected to attend the monthly meetings.

PARENTS ARE ENCOURAGED TO ATTEND MEETINGS WITH THEIR 4-H'ERS. 4-H is a family affair.

SECTION III – 4-H PROJECTS

The 4-H project is the “gateway” to the rest of the 4-H program. Projects provide the basis of the 4-H program by offering various educational experiences. Carrying out a project will help the member “learn by doing” as well as learn “why” things happen the way they do.

Projects are real life experiences that help 4-H'ers learn to make sound decisions. Projects put the hands and mind to work.

The selection of 4-H projects has expanded greatly over the years. There are now 30 different projects with different levels or degrees of advancement. Most of the projects have been planned with several levels so that a member may advance to more difficult and challenging activities.

4-H projects take on a wide variety of interests and activities and are designed to attract members regardless of their place of residence, economic status, race, color, religion, national origin, sex or disability.

WHAT ARE THE OBJECTIVES OF 4-H PROJECTS?

- 1) Create a sense of ownership.
- 2) Give a feeling of achievement.
- 3) Strengthen family and community ties.
- 4) Provide members the opportunity to:
 - i) Learn project skills
 - ii) Develop and understand project knowledge
 - iii) Develop good attitudes
 - iv) Assume responsibility
 - v) Provide healthful competition
 - vi) Make meaningful decisions
- 5) Provide leisure time activities.
- 6) Explore career opportunities and thus the need for continued education.

HOW DO YOU SELECT PROJECTS?

Parents and members should know and fully understand what is expected of the 4-H'ers before enrolling in the project.

Projects are selected early in the 4-H year when enrollment cards are filled out. Usually, younger members should limit their projects to one or two. Older, experienced members are able to complete several different ones, including those that are more difficult.

In selecting projects, consider:

1. Does it meet the need and interests of the member?
2. Is the project in keeping with age and ability (physical and mental) of the member? Will it challenge him educationally?
3. How much time does the member have and how much time does the project require? What season of the year has most of the activity of the project taken place?
4. Is the project acceptable to you as parent and does it fit into the family needs and situation?
5. How much will the project cost?
6. Is adequate space and equipment available?
7. Is there an opportunity for ownership and management responsibilities?
8. Are there leaders to help with the project, or are you willing to help the member with the project?

WHAT IS THE "GUIDE TO PROJECT SELECTION"?

The Guide to Project Selection lists guidelines and suggested learning experiences for the various projects. It is available at www.kansas4h.org or from the Cowley County Extension Office.

HOW ARE PROJECTS CONDUCTED?

Project work is conducted through various activities and events such as:

1. Project meetings in the local club.
2. Demonstrations and talks at regular club meeting.
3. Tours.
4. Family activities or work at home.
5. Exhibiting at shows and fairs.
6. Record keeping.

WHAT IS THE ROLE OF THE PROJECT LEADER/COORDINATOR?

4-H project leaders are people who have an interest in a particular area. They are willing to share their time, talents and efforts with a group of young people.

You could be a project leader! It doesn't take an expert to be a project leader. The most important ingredient for project leaders is that they be interested in working with youth. If you would consider being a project leader, visit with your club's community leaders or parent committee members. It is recommended that project leaders give 6 hours toward the project area in which they are involved in the given 4-H year. Project leaders are asked to commit to a one year renewable term as a leader.

Training meetings for project leaders are conducted at a county level. Also, many projects have leader's guides to assist leaders.

Many clubs have a policy that unless more than two or three members are enrolled in a project, no project leader will be obtained. Parents will be expected to help the member with his project in this case.

HOW DO I BECOME A VOLUNTEER?

The Volunteer Screening process is the 4-H program's tool to match the volunteer and their skills to volunteer opportunities in the club or county program. All parents and other adults working with 4-H are required to fill out the form and complete the process.

The process for becoming a 4-H volunteer is:

1. Complete the Volunteer Service Application and return it to the Cowley County Extension Office.
2. Reference check letters will be sent to those people whom the volunteer listed on the form. The VIP Review Committee will process the references.
3. Volunteers must complete an orientation session. These sessions are offered once/year or are available to complete online at the applicant's convenience.
4. Applicants will receive a confirmation letter that indicates their volunteer status.

Remember, the orientation is a "one time" only process. As long as you are an active volunteer, you only need to complete the annual, one page "Volunteer Renewal" form.

If you have questions about your volunteer status, please contact the Extension Office.

SECTION IV – 4-H RECORDS

Each 4-H'er should keep a record of his 4-H work. Records are not an extra task, but are a part of 4-H work. Few young people enjoy record keeping. However, the record habit is quite valuable.

WHY ENCOURAGE 4-H'ERS TO KEEP GOOD RECORDS?

A good 4-H record is a measuring stick. Member and leaders are kept informed of the member's progress and this helps stimulate self improvement.

A good 4-H record is a mirror. It will reflect accomplishments, growth and development.

A good 4-H record teaches a desirable habit. Developing this habit early in life is a valuable asset.

A good 4-H record can be achieved only when there is cooperation between members, parents and leaders.

WHAT TYPES OF RECORDS ARE THERE?

4-H'ers are asked to complete a minimum of three different record sheets each year. (All of these forms are available on the Kansas 4-H website, www.kansas4-h.org.)

These are kept in a special notebook or folder, called a "4-H Record Book." Each year, record books are evaluated at the county level, and if age requirements are met, they will be evaluated at the area level. The minimum requirements for a complete Record Book are:

Personal Page- Contains space for a picture of the member, listing of projects carried, and the 4-H Story. A new personal page is issued each year.

Permanent Record Sheet- The summary of all projects, exhibits made, offices held, events attended and other participation for the entire year is made on the permanent record. This record sheet is used year after year.

Kansas Award Portfolio (KAP)- The KAP is the record sheet used for Cowley County record book evaluations for members who are 14 and older. A separate KAP is used for each project. Each KAP has separate sections where the member will list their goals for the project, knowledge learned, size of the project and citizenship or leadership in the project. Age appropriate KAP forms are available for members who are 7-8 years, 9-13, and 14 and older.

4-H'ers are encouraged to work on records throughout the year as they do their project work. Many project leaders assist 4-H'ers with their records at the project meetings or club meetings.

The 4-H year runs from October 1 to September 30 of each year. Records should include all activities regarding the 4-H'er and his projects during the 4-H year.

Younger members can complete their records in pencil. Older 4-H'ers should write in ink or type the records themselves. Parents may assist with completing records, but should not fill them out for the member.

Completed record books are signed by Community Leaders and turned in to the Extension Office in September.

HOW ARE RECORD BOOKS ASSEMBLED?

4-H Record Books should be turned in in a three-ring binder, or a report folder with three brads in the center. One book should be turned in for each project. Members may make copies of Personal Page and Permanent Pages for each project book submitted. Parents will need to help younger members with the assembly of his/her record book.

Order of assembly is:

14 and Older Members

- Current year's Personal Page
- 4-H Story
- Kansas Award Portfolio (KAP)
- Photographs
- Permanent 4-H Record

7-13 Year Old Members

- Current year's Personal Page
- 4-H Story
- Kansas Award Portfolio or 9-13 CKAP (KAP)
- Photographs
- Permanent 4-H Record

WHAT ABOUT ACHIEVEMENT PINS?

Each year that a 4-H member turns in a Record Book for evaluation, he/she is eligible to apply for an achievement pin. Achievement pin applications are available in printed form or as form fillers on the Kansas 4-H website or the Cowley County website (www.cowley.ksu.edu).

SECTION V – 4-H ACTIVITIES

LOCAL CLUB ACTIVITIES

Officer Training (October)

Each fall a training program is conducted for newly elected club officers. This may be done within the club or on a county-wide basis. Training includes responsibilities of the office, leadership techniques and "how to" for individual officers.

Club Projects

Clubs may select a project that the members work on as a group. Examples of projects might include conservation, safety, leadership or citizenship. The purpose of the club project is to perform a service to the community and to encourage unity and fellowship between club members.

Additional Club Activities

These are planned by the individual 4-H clubs. Visit with your club's community leaders about the particular activities of your local 4-H club.

COUNTY-WIDE ACTIVITIES

School Enrichment Program

Provides 4-H project experiences to school groups to supplement educational programs with Extension materials.

4-H Day

4-H'ers make public presentations to share things they've learned in 4-H.

Presentations include:

1. Project Talks – A short talk about the member's project. This area is limited to younger members.
2. Demonstrations – A show and tell type presentation where the 4-H'ers share something they've learned in 4-H.
3. Illustrated Talks – These talks differ from demonstrations in that the tell how rather than show how. Charts and models are important to this type of talk.
4. Musical numbers – Vocal and instrument solo or group numbers.
5. Performing Arts – Dance, mime, skits and short plays can be given as an individual or group.
6. Model Meetings – This meeting gives the 4-H club an opportunity to present a meeting (either scripted or non-scripted) before a judge to be evaluated on Parliamentary Procedure.

4-H'ers are divided into junior, intermediate and senior age division for local and regional competition. The events are usually held on a Saturday in February. Model meetings are an exception as they are evaluated prior to 4-H Day.

Judging Schools and Contests (Spring and Summer)

Judging schools and quiz bowls provide a fun way for 4-H'ers to learn more about their projects and how to make decisions. Judging schools are available for 4-H'ers to attend in life skills (foods, clothing and home environment), livestock (beef, sheep and swine), horse, meats, dairy, poultry, photography and horticulture. Quiz bowls are available in horse and dog. Dates and details are announced in the *4-H Flash*.

County 4-H Camp (June)

4-H'ers camp at Rock Springs State 4-H Center, near Junction City with other 4-H'ers from across the state. County Camp lasts four days and three nights and is for 4-H'ers who are third grade through 8th grade complete in the current year. A fee is charged to each camper and scholarships are available.

County Fair (Late July, Early August)

This is the official showing of exhibits. In most projects, those receiving a purple ribbon at this show are eligible to compete in the Kansas State Fair if they meet the age and project requirements. Each 4-H family receives a County Fair Book which lists the show rules and classes. Pre-entry forms will be sent to each family and must be correctly completed and turned in by the specified deadline. Entries must be received by the deadline in order for 4-H members to compete. Since this is the County Fair, the exhibitors receive prize money for their placings.

Consultation Judging

In this type of judging, the judge and 4-H member visit about the exhibit being evaluated. Knowing "why" they receive the ribbon they do greatly increases the learning experience. Consultation judging is used in several departments at the fair. Parents may hear the conference with the judge, but may not enter into discussion.

Achievement Night (Second Saturday in November)

The 4-H Achievement Night is held annually to recognize 4-H members and volunteers for their accomplishments during the year. Many awards including County Champion, Key Award, etc. are presented. Club awards are also presented. Leaders are recognized for their service.

Community Leader Training

Training meetings may be scheduled in conjunction with Officer Training for Community Leaders each year. This is a unique opportunity for leaders to learn or re-learn the basics of Cowley County 4-H and gain valuable ideas for enhancing their clubs.

STATE AND NATIONAL ACTIVITIES

Horse Panorama (January)

Horse Panorama is a compilation of various contests related to the Horse Project. Contests include: quiz bowl, hippology, public speaking presentations, photography and educational posters. There will also be educational activities for 4-Hers of all ages.

Citizenship In Action (February)

This two day event is sponsored by the State 4-H Youth Leadership Council. The purpose of the event is for Kansas youth to learn how the state legislative process works and how their voice and participation in decision-making can make a difference in their local communities.

National 4-H Congress (late March to early April)

4-H delegates from each of the 5- states meet in Washington, D.C. to share ideas and plan for future 4-H programs. Kansas sends 2-4 delegates to the conference.

IFYE (International Four-H Youth Exchange)

These programs provide youth aged 16-25 and adults the opportunities to learn another culture by living it. Programs include a four week family visit in Japan, or a six to eight week experience traveling to another country. Adults can spend three to four weeks touring a country

to see programs similar to 4-H. Funds for the youth programs are provided by the participants, Kansas 4-H Foundation, National 4-H Council, County 4-H Councils and other friends of IFYE.

Host Families

Kansas 4-H families can serve as hosts to IFYE exchangees. Applications are available in the Extension Office.

4-H Discovery Days (Early June)

Discovery Days is a project enrichment and career exploration conference on the campus of Kansas State University. 4-H members 12 and older, 4-H leaders and parents can join over 1600 others from all over Kansas in conference activities.

District Horse Show (Late June, Early July)

District shows are a preliminary for the State Fair Horse Show. 4-H'ers 9 years and older compete in performance classes to qualify for the State Fair Horse Show. The show is usually held in Kingman each year.

Kansas State Fair (September)

4-H'ers who receive top blue or purple ribbons at the county fair may exhibit in the 4-H division at the State Fair in Hutchinson. The minimum age for exhibitors is 9 (by January 1) in most departments. In addition, 4-H'ers represent our county in style revue, quiz bowls, demonstrations, informal presentations, and on judging teams.

Kansas Junior Livestock Show (Late September)

4-H'ers can enter beef, sheep, swine and meat goats in this show and sale held at the Kansas Coliseum near Wichita.

National 4-H Week (First full week in October)

A week is set aside each year to recognize and promote 4-H across the country. Each year a theme highlights the week and we use it throughout the year. Many of our clubs will have a window display or some sort of promotion in schools and communities across the county.

Kansas Youth Leadership Forum (November)

This is a 3-day, state wide conference of workshops and activities for teens (age 14-18). Participants learn how to be a better leader, develop networks and share ideas.

Citizenship Washington Focus (June)

Each year 4-H'ers attend this short course at the National 4-H Center in Washington, D.C. Delegates are involved in citizenship-leadership workshops in addition to viewing the historic area. Delegates must be 15 years of age or over and have been in 4-H at least three years. They are selected on the basis of application. Partial sponsorship of the trip may be requested from Junior Leaders and/or 4-H Council.

SECTION VI – AWARDS

The award is not an end in the 4-H program. The objective of awards is to encourage and further a youth's educational development and to help him look further up the road of achievements. Some recognition and awards offered in the county as incentives are:

4-H Achievement Pins:

All 4-H'ers are encouraged to work toward receiving the achievement pins. Members should be given a pin application at the beginning of the 4-H year. 4-H'ers can apply and receive one pin during the 4-H year and must complete the pins in sequence. In order to receive an Achievement Pin, the member must complete a KAA Book. The following pins are awarded annually at the 4-H Achievement Banquet:

- Membership
- Bronze
- Clover
- Emerald
- Silver
- Silver Guard
- Gold
- Gold Guard

Key Award

Key Awards are presented by the state to one percent of 4-H'ers in Kansas. Selection is based upon all-around 4-H leadership and participation in local, county and state 4-H activities. Minimum age to receive a Key Award is 16. Applications for this award should be obtained early in the year and are due with Kansas Award Application (KAA) Books in September.

Record Books (KAP)

KAP Books and Record Books represent a member's work in a particular project for the 4-H year. Members are not required to complete a KAP or Record Book, but are strongly encouraged to do so. The book consists of a personal page, Kansas Award Portfolio, permanent pages, pictures and a story for the project and 4-H year. In order to receive an Achievement Pin or Key Award, a member must submit a KAP or Record Book for screening.

Awards for Project Work

Awards are given for accomplishments in individual project areas. If interested in an award, 4-H'ers complete a KAP Record Book for each project. The KAP Record Book is due in the Extension Office in mid-late September. KAP's are screened by another county and selection of County Champions is made. County Champions age 14 and over are eligible to have their award application considered in competition for area judging. Record Books are screened in the county and Junior and Intermediate Champions are selected.

Kansas 4-H Scholarships

Scholarships are available to outstanding Kansas 4-H'ers who are in college or who will enroll in college in the fall. There are also National 4-H Scholarships. Applications are available in the Extension Office and are due in late January or early February. Details are given in the Kansas 4-H Journal.

County 4-H Scholarships

Several county 4-H scholarships are available from Junior Leaders, 4-H Council and the Cowley County 4-H Development Fund. Scholarship applications are available in the Extension Office and are due in September with record books.

WHO'S WHO IN 4-H (COUNTY AND STATE LEVEL)

COUNTY LEVEL

JUNIOR LEADERS

The Cowley County Junior Leaders organization is open to all Cowley County 4-H members age 12 and older. Junior Leaders serve in a leadership role within their clubs and communities. Activities include community service projects, monthly meetings, fundraising and educational trips. The Junior Leaders meet on the third Monday of every other month at the Extension Office meeting room.

AMBASSADORS

The Cowley County Ambassadors serve as promoters for the 4-H program in Cowley County. 4-H'ers 14 and older go through an interview process to become part of this elite group. The Ambassador team and their sponsor(s) develop a 4-H public relations program. Ambassadors conduct a summer day camp, host Barnyard Olympics at the County Fair and work throughout the year to promote Cowley County 4-H.

4-H COUNCIL

Cowley County 4-H Council is the governing body for Cowley County 4-H. Each club is expected to provide one youth and one adult representative to the bi-monthly meetings. The 4-H Council makes decisions about county-wide events. 4-H Council raises money each year from the 4-H Foodstand at the Cowley County Fair to help pay for events including Achievement Night, Fashion Revue, County Club Day, Foodstand improvements, County Camp Scholarships, college scholarships and more.

COWLEY COUNTY 4-H DEVELOPMENT FUND

The purpose of this non-profit organization is to use private donations to support and promote Cowley County 4-H youth achievements. In particular, the 4-H Development Fund provides college scholarships annually and will help offset expenses of educational programs. During the 2005-2006 Kansas 4-H Centennial, the 4-H Development Fund hosted a fundraising campaign titled, "100 Dollars, 100 Donors, 100 Years of 4-H". During this time, 4-H'ers and Development Fund members solicited donations from local 4-H supporters in an effort to raise \$100 from 100 donors.

COWLEY COUNTY EXTENSION COUNCIL

The Cowley County Extension Board is comprised of 24 elected individuals on four county Program Development Committees (PDC's). The PDC's include 4-H Youth Development, Agriculture and Natural Resources, Family and Consumer Science and Economic Development. The PDC members are responsible for determining county and stakeholder needs in Extension programming.

COWLEY COUNTY EXTENSION COUNCIL EXECUTIVE BOARD

The Executive Board is a nine-member board elected from county PDC members. The Executive Board is the governing body for Cowley County Extension. Board members oversee Extension programming in the county. The Executive Board meets once a month in an open-meeting format. Monthly meeting dates are posted on the Cowley County Extension website (www.cowley.ksu.edu).

4-H PROGRAM DEVELOPMENT COMMITTEE

This group is a body of six elected people. They are responsible for the program direction on a county-wide basis. They implement and help to carry out new programs and suggest improvements. This group meets on an as-needed basis.

EXTENSION AGENTS

They are the professional who help to carry out the Extension Program including 4-H, Family and Consumer Science, Agriculture and Natural Resources, and Economic Development. Our county has three agent positions. Kelsey Holcomb, 4-H Agent, has a 100% 4-H appointment and concentrates solely on 4-H and Youth Development in our county. Becky Reid, FCS Agent, provides consumer programming to local constituents and helps to organize 4-H activities in Family and Consumer Science. Jill Zimmerman, Ag and Natural Resources Agent, provides county programming for stakeholders in Agriculture. Jill helps to provide 4-H programming in Agriculture and Livestock. The Extension Office is located in the southeast wing of the Cowley County Courthouse at 311 E. 9th in Winfield.

STATE LEVEL

STATE SPECIALISTS

These people have responsibility for the 4-H program on a state-wide basis. The state and area specialists support specific parts of the Kansas 4-H program. They are based at Kansas State University in Manhattan, Kansas.

KANSAS STATE UNIVERSITY

As a land grant university, K-State has the responsibility for taking education to the people of the state. The 4-H program is part of that directive.

ROCK SPRINGS 4-H CONFERENCE CENTER

A state-wide 4-H camp located near Junction City, Kansas.

KANSAS 4-H FOUNDATION

This non-profit organization works to provide additional resources for the 4-H program. They sponsor scholarships, funding for programs and assist where needed.