



4-H Award Program

Updated 11/2017

This booklet belongs to:

Name: _____

Club: _____

Address: _____

Phone: _____

The purpose of recognition is to encourage and support the efforts of young people in learning to improve their knowledge and develop their life skills.

Application for Lake County Awards*

(age as of January 1 of current year)

Name: _____ Age: _____

Club: _____

Year Pin: (circle the year you are applying for)

What was the title of the talk you gave? _____

One

Four

Seven

Ten

Two

Five

Eight

Three

Six

Nine

4-H Project Medal:

I have completed the requirements for the following project medal(s):

Sioux Valley Electric Award

_____ I have completed the requirements for the Sioux Valley Electric Award. Please submit me for the appropriate award.

I have completed the requirements for the following awards:

_____ **Bronze Award** (for 2nd year member and beyond)

_____ **Silver Award** (completed Bronze)

_____ **Gold Award** (completed Bronze and Silver)

_____ **Citizenship Award**

_____ **Leadership Medal**

_____ **Key Award**

Attached is my county 4-H Award Program booklet and 4-H Record Book.

Signature

Date

“Enthusiasm is contagious. Be a carrier.”

-Susan Rabin & Barbara Lagowski

**Please note: A completed 4-H Record Book is required to apply for county awards.*

update 11/17	1st Year Member Pin	<input checked="" type="checkbox"/> Explain:
Required	Four Club Meetings/County Events	
	Completed Record Book	
choose one	Project Accomplishment	
	Judging	
	Attended a State Event	
	Club Leadership	
	Jr Leaders Involvement	
	Public Presentation	
	2nd Year Member Pin	<input checked="" type="checkbox"/> Explain:
Required	Four Club Meetings/County Events	
	Completed Record Book	
	Public Presentation	
choose one	Project Accomplishment	
	Judging	
	Club Leadership/Club Officer	
	Attended a State Event	
	Jr Leaders Involvement	
	3rd Year Member Pin	<input checked="" type="checkbox"/> Explain:
Required	Four Club Meetings/County Events	
	Completed Record Book	
	Public Presentation	
choose one	Project Accomplishment	
	Club Leadership/Club Officer	
	Judging	
	Attended a State Event	
	Jr Leaders Involvement	
	4th Year Member Pin	<input checked="" type="checkbox"/> Explain:
Required	Four Club Meetings/County Events	
	Completed Record Book	
	Public Presentation	
choose one	Project Accomplishment	
	Club Leadership/Club Officer	
	Judging	
	Attended a State Event	
	Jr Leaders Involvement	

	5th Year Member Pin	<input checked="" type="checkbox"/> Explain:
Required	Four Club Meetings/County Events	
	Completed Record Book	
	Public Presentation	
choose one	Project Accomplishment	
	Judging	
	Club Leadership/Club Officer	
	Attended a State Event	
	Jr Leaders Involvement	
	6th Year Member Record	<input checked="" type="checkbox"/> Explain:
Required	Four Club Meetings/County Events	
	Completed Record Book	
	Public Presentation	
choose one	Project Accomplishment	
	Club Leadership/Club Officer	
	Judging	
	Attended a State Event	
	Jr Leaders Involvement	
	7th Year Member Record	<input checked="" type="checkbox"/> Explain:
Required	Four Club Meetings/County Events	
	Completed Record Book	
	Public Presentation	
choose one	Project Accomplishment	
	Club Leadership/Club Officer	
	Judging	
	Attended a State Event	
	Jr Leaders Involvement	
	8th Year Member Record	<input checked="" type="checkbox"/> Explain:
Required	Four Club Meetings/County Events	
	Completed Record Book	
	Public Presentation	
choose one	Project Accomplishment	
	Club Leadership/Club Officer	
	Judging	
	Attended a State Event	
	Jr Leaders Involvement	

	9th Year Member Record	<input checked="" type="checkbox"/> Explain:
Required	Four Club Meetings/County Events	
	Completed Record Book	
	Public Presentation	
choose one	Project Accomplishment	
	Club Leadership/Club Officer	
	Judging	
	Attended a State Event	
	Jr Leaders Involvement	
	10th Year Pin	<input checked="" type="checkbox"/> Explain:
Required	Four Club Meetings/County Events	
	Completed Record Book	
	Public Presentation	
choose one	Project Accomplishment	
	Club Leadership/Club Officer	
	Judging	
	Attended a State Event	
	Jr Leaders Involvement	
	Bronze Award-For 2nd Year Member+	<input checked="" type="checkbox"/> Explain:
Required	Year 1 of 4-H Membership Completion	
	Project Accomplishment	
	Four Club Meetings/County Events	
	Completed Record Book	
	Public Presentation	
choose two	Judging	
	Community Service	
	Brought a non 4-H Friend to a 4-H Event	
	Club Leadership/Club Officer	
	Jr Leader Involvement	
	Attended a State Event	

	Silver Award	<input checked="" type="checkbox"/> Explain:
Required	Received Bronze Award	
	Project Accomplishment	
	Four Club Meetings/County Events	
	Completed Record Book	
	Public Presentation	
	Judging	
choose two	Plan & complete Community Service	
	Brought 2 non 4-H Friends to 4-H Event	
	Club Leadership/Club Officer	
	Attended 2 State Events	
	Committee Leadership	
	Jr Leader Involvement	
	Mentored another member	
	Gold Award	<input checked="" type="checkbox"/> Explain:
Required	Received Silver Award	
	Jr. Leaders Involvement	
	Project Accomplishment	
	Four Club Meetings/County Events	
	Completed Record Book	
	Public Presentation	
	Judging	
choose three	Plan & complete Community Service	
	Brought 2 Friends to a 4-H Event	
	Club Leadership/Club Officer	
	Attended 2 State Events	
	Committee Leadership	
	4-H Promotional Speech	

	Citizenship Medal	<input checked="" type="checkbox"/> Explain:
Required	Received Gold Award	
	Participates on a Committee	
	Citizenship Activity on County Level	
	Educational Presentation on County Level	
	Expressed Opinion to Decision Makers	
	Leadership Medal	<input checked="" type="checkbox"/> Explain:
Required	Plans a County/Multi-County Event	
	Leads a County Jr Leader Event	
	Promoted 4-H	
	Attend a training from local/state event and shared with club	
	Key Award	<input checked="" type="checkbox"/> Explain:
Required	Plan and Faciliate 1 Workshop at county level	
	Leadership at 3 county (or larger) events	
	Completed 2 Project Medals	
	2 Years in County Level Public Presentation Competition	
	2 Elected club/county offices or committee chair	
	Letter to the Editor	

For Project Completion, briefly describe what you did and what you learned

[illegible]

4-H Project Medal (i.e. Visual Arts):

For Project Completion, briefly describe what you did and what you learned

Year 1:

Year 2:

Year 3:

Prepared and presented a project talk to 4-H members and/or Extension Educator in a club or county event. You may work with another 4-H member as a partner. Describe the talk and when/where it happened:

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There is no handwriting or other markings on the paper.

For Project Completion, briefly describe what you did and what you learned

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There is no handwriting or other markings on the paper.

Lake County 4-H Record Book Guidelines

General Information:

- Record book should be typed or neatly hand written.
- Record books should be prepared by 4-H member with minimal help from parents/guardians.
- Record books should also be started before summer months. Take a couple hours and think what do I want to accomplish by next October and how can I achieve that.
- All goals should be in S.M.A.R.T. goal format.

Record books should be arranged in the following order:

1. Application for Lake County Awards
2. 4-H Member's Annual Report
3. Meetings/Activities
4. Accomplishments
5. Static Project Report
6. Livestock & Small Animal Form
7. 4-H Story
8. Photos and clippings

Application for Lake County Awards

- **Do not include in binding of folder, just tuck in the front cover.**
- Members may only apply for awards if they complete the record book.
- This must be filled out and turned in with the record book. If it is turned in late, you will not receive the award until the next year.

4-H Members Annual Report

- A new Annual Report is required each year.
- Fill out as completely as possible.
- Be sure to list all of the project areas you are going to have projects in.

Meetings/Activities

- Document what you did each month in 4-H.
- Use this area to make brief notes about responsibilities, accomplishments and leadership roles at 4-H club meetings, project meeting and other 4-H activities (i.e. community service).

Accomplishments

- This is where you will document your individual growth in public presentations, youth-in-action events, judging, leadership, community service projects and other 4-H experiences. Remember to indicate on what level you did the event at: my Club (L), County (C), or State (S) this year. You can even use short cuts for Purple, Blue, Red and White as P, B, R and W to save space.

Project Area Report

- Use this chance to reflect and pick your top 3 project areas that you worked on this year. This could include shooting sports, rodeo, or static projects. Do not use for livestock projects.
- Share your S.M.A.R.T. goal(s) for the project, what happened (what did you do?) and what life skills did you learn. See the table on the next page for skills ideas.

As of 11/20/2017

Livestock & Small Animal Form

- Please use a new form for each species.
- Share basic information about your animal and your goals at the beginning of the year and what life skills did you learn. See table on the next page for ideas of skills.
- Financial records: Required for Juniors and Seniors
- Itemized Incomes and Expense records: Required for Seniors
- Care, Labor and Outcomes Record: Share what you did throughout the year with your animal(s), track how much time you spent on this project and explain the outcomes. Did you meet your goal? Was it unsuccessful and why? How could you improve for next year if it was unsuccessful?
- Next Year's Goals: Should be in S.M.A.R.T. goals form. Where do you want to take this project next year? What else do you want to learn from this project?

4-H Story

Your 4-H story should be written in complete sentences. Your target is to write at least three to four sentences on each question. Take your time to write your story. This is the best part to read when you look back at your records. (Use extra pages if needed.)

Answer some of these questions:

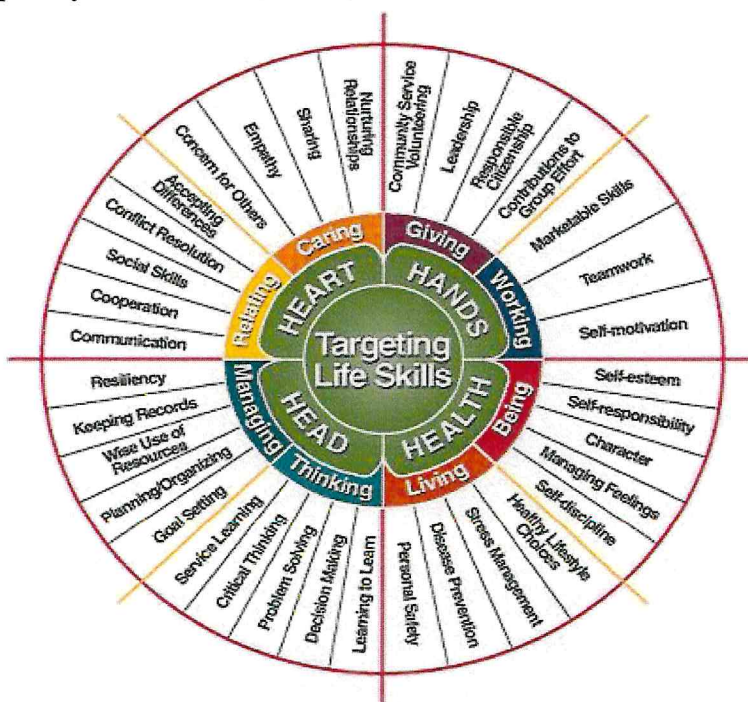
- What did you do this year in 4-H?
- What did you learn this year from 4-H?
- What was your favorite part of 4-H this year?
- What things would you like to do better, improve upon or do more next year?
- Did you complete all of your S.M.A.R.T. goals on the first page? Why or why not?
- What are your plans for next year?

Beginners: Your target is to write two sentences about each question. Goals should be in S.M.A.R.T. goal form.

Pictures and Clippings

- Pictures and clippings should only be 4-H projects and activities.
- Identify pictures with a short caption or explanation.
- You may put your club meeting minutes in this area.
- Be creative and express yourself in this section.

Life Skills Diagram:



Tips on How to Write S.M.A.R.T. Goals:

Setting goals for 4-H projects is simply deciding what you want to learn and do. It is like a road map - helping you plan how to get where you want to go. Keep track of your goals and what you do and learn for three projects in your 4-H record book.

Goals should have three parts - the action (how you are going to do it), the result (what you are going to do), and timetable (when you plan to have it done.)

You should have control over your goals. That is why the goal of "get a purple ribbon on my exhibit" is not a good goal (the judge has this control, not the exhibitor.) Below are examples of possible project goals. Set new, more challenging goals each year in a project. 4-H project guides are an excellent source for goal and exhibit ideas.

What is S.M.A.R.T. goal?

S-Specific

- Well defined
- Clear to anyone if they read your goal

M-Measurable

- Know when it has been achieved

A-Achievable

- When you identify goals that are most important to you, you begin to figure out ways you can make them come true

R-Realistic

- Within the available resources, knowledge and time

T-Timely

- Enough time to achieve the goal

Bad Examples of S.M.A.R.T. Goals:

- I want to get a purple in foods and nutrition.
- I want to give a talk.
- I want to complete a record book.
- I want to go state fair.

Good Examples of S.M.A.R.T. Goals:

- Practice making my favorite cookie recipe three times before fair and then take as an exhibit.
- Learn to sew on a button and teach my club at the October meeting
- Fulfill my responsibilities as a club officer, be on time, and attend all club meetings this year.
- Write an article about our 4-H club community service project for the local newspaper in May.

Acknowledgments: This record book was adapted from Grant County, SD 4-H Program, Miner County, SD 4-H Program, Iowa State 4-H and Texas State 4-H.



Lake County 4-H

4-H Member's Annual Report



Year: _____ to _____

Name: _____ Club: _____

Date of Birth: _____ Age (on Jan. 1 of current 4-H year): _____ Years in 4-H: _____

Club Leaders: _____

Club Officers:

President: _____ Vice President: _____

Secretary: _____ Treasurer: _____

Reporter: _____ Other: _____

Projects Enrolled: _____

My 4-H Goals	Use S.M.A.R.T goal format. I would like to do the following in 4-H this year:
1.	
2.	
3.	

My Club Goals	Use S.M.A.R.T goal format. As a club, what would you like to achieve together:
1.	
2.	
3.	

4-H Meetings/Activities

Use this area to make brief notes about responsibilities, accomplishments and leadership roles at 4-H club meetings, project meeting and other 4-H activities (i.e. community service)

Month	Date	Club Meeting	Date	Other Activities this Month
October				
November				
December				
January				
February				
March				
April				
May				
June				
July				
August				
September				

4-H Accomplishments		Read and complete the following statements: I did the following in my Club (L), County (C), or State (S) this year. (Insert more cells to expand table in Word.)	
Public Presentations		Demonstrations, Illustrated Talks, Public Speaking, & Project Why.	
Placings	Title of Demonstration	Placings	Title of Demonstration
Youth-in-Action		Showmanship, Fashion Revue, Special Foods, or Preforming Arts. Indicate your participation as an individual or team member relating to the project area.	
Placings	Event	Placings	Event
Judging		Indicate your participation as an individual or team member relating to the project area.	
Score	Event	Score	Event
Other 4-H Experiences		Horse Show, Rodeo, Robotics, Shooting Sports, Camp, Conferences and any other 4-H event. Indicate your participation as an individual or team member relating to the project area. (Use this space if you need extra space from another area)	
Date	Event	Date	Event
Leadership Experiences		Indicate your participation in leadership development.	
Date	Event/Role	Date	Event/Role
Community Service Projects		Indicate your participation in community service project.	
Date	Event	Date	Event

4-H Project Area Report

Fill the boxes below on projects you completed this year. Share your S.M.A.R.T. goals for the project and why you choose this project and what happened for that project. Pick your top 3 projects. Project areas could include static projects, shooting sports or rodeo as some examples. Do not use this for livestock projects.

Projects	Use S.M.A.R.T. goal format for goal(s). Describe the Life Skills you used and what you learned in relation to your project. Use the Targeting Life Skills Wheel on the information/tip sheet.
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Project Area:	Years in Area:	Placing(s):
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My goals for this project:	What happened:	Life Skills	What I learned as a result of using this skill.
		Head:	
		Heart:	
		Hand:	
		Health:	

Project Area:	Years in Area:	Placing(s):
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My goals for this project:	What happened:	Life Skills	What I learned as a result of using this skill.
		Head:	
		Heart:	
		Hand:	
		Health:	

Project Area:	Years in Area:	Placing(s):
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My goals for this project:	What happened:	Life Skills	What I learned as a result of using this skill.
		Head:	
		Heart:	
		Hand:	
		Health:	

Livestock & Small Animal Form

Project: _____ Years in Project: _____

List animals used as part of your 4-H project.

Animal's Name	Sex	Age	Breed	Weight (Market Only)	
				Beginning	Ending

Goals	Create a S.M.A.R.T. goal(s) for your project. Describe the Life Skills you used and what you learned in relation to your project. Use the Targeting Life Skills Wheel on the information/tip sheet.
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My goals for this project:	Life Skills	What I learned as a result of using this skill.
	Head:	
	Heart:	
	Hand:	
	Health:	

Financial Records	Juniors and Seniors: Income may include sale of animal, checking pastures, milk production, wool sale and premiums. Costs may include purchasing the animals, estimated feed, veterinary care and other supplies. Optional for Beginners.
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Total Income	
Total Expense Costs	
Total	
Profit/Loss	$Income - Total Costs = Profit or Loss$

Income Records	Seniors: Income may include sale of animal, checking pastures, milk production, wool sale and premiums. (Itemized Incomes is optional for Juniors and Beginners)
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Date	Item	Income
Total Income:		

Expense Record	Seniors: Record the date of immunizations and treatments given, and list other expenses. (Itemized Expenses is optional for Juniors and Beginners)
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Date	Animal's Name	Itemized Expense	Cost
Total Expenses:			

Care, Labor and Outcomes Record	<i>Purpose of a care, labor & results record is to clearly understand demands and outcomes of your animal project during the year and showcase the time put into the project area. In outcomes, address if you complete your goals for this project.</i>			
Describe Care for Your Animal(s):	Labor	Hours Spent	What did you do?	Your Outcomes:
	October			
	November			
	December			
	January			
	February			
	March			
	April			
	May			
	June			
	July			
	August			
	September			
Next Year's Goals	<i>Create a S.M.A.R.T. goal(s) for your project for next year. Describe the Life Skills you want to use and what you want to learn in relation to your project. Use the Targeting Life Skills Wheel on the information/tip sheet.</i>			
My goals for this project for next year:	Life Skills	What I hope to learn as a result of using this skill.		
	Head:			
	Heart:			
	Hand:			
	Health:			

My 4-H Story

Juniors and Seniors: Your 4-H story should be written in complete sentences. (Use extra pages if needed.) Answer some of these questions: What did you do this year in 4-H? What did you learn this year from 4-H? What was your favorite part of 4-H this year? What things would you like to do better, improve upon or do more next year? Did you complete all of your S.M.A.R.T. goals on the first page? Why or why not? What are your plans for next year?

Your 4-H record book is an organized presentation of what you have learned and accomplished in 4-H. It is a useful tool for determining your own progress and personal growth.

Statement by 4-H Member

I have personally prepared this report and believe it to be correct.

Date: _____

Member Signature: _____

Approval of Report

I have reviewed this report and believe it to be correct.

Date: _____

Parent Signature: _____

My 4-H Story

Beginners: Your 4-H story should be written in complete sentences.

What did you do this year in 4-H?

What did you learn this year from 4-H?

What was your favorite part of 4-H this year?

Did you complete all of your S.M.A.R.T. goals on the first page? Why or why not?

What are your plans for the next 4-H year?

Your 4-H record book is an organized presentation of what you have learned and accomplished in 4-H. It is a useful tool for determining your own progress and personal growth.

Statement by 4-H Member

I have personally prepared this report and believe it to be correct.

Date: _____

Member Signature: _____

Approval of Report

I have reviewed this report and believe it to be correct.

Date: _____

Parent Signature: _____