



# AUGUSTA COUNTY 4-H MEMBER GUIDE

[www.augusta4h.com](http://www.augusta4h.com)



Augusta 4-H

540-245-5750

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## **WELCOME TO AUGUSTA COUNTY 4-H**

Dear 4-H Family,

Welcome to 4-H! This member's guide is designed to give you some guidance as you step into the Augusta County 4-H program. The goal of 4-H is to provide every member with opportunities to experience and explore new interests and master skills that will help them to grow into positive and productive citizens.

4-H is about hands-on learning, leadership, citizenship, decision-making, goal setting, career exploration, record keeping and much, much more. Belonging to a club is just the beginning in 4-H! Youth can participate at the club level, and then expand their experiences by participating in county, district, and state opportunities. At the county level, we offer workshops, short-term programs, summer camp, and more!

If you have any questions about the Augusta County 4-H program please feel free to contact us.

Phone: 540-245-5750

Email: [eaedwards@vt.edu](mailto:eaedwards@vt.edu)

Location: 13 Government Center Lane, Verona, VA, 22843

Website: [www.augusta4h.com](http://www.augusta4h.com)

Facebook: Augusta County 4-H

We appreciate your interest in the 4-H program and hope you have a great 4-H experience!

Sincerely,

*Emmalee Edwards*

Emmalee Edwards  
4-H Agent

## **WHAT IS 4-H?**

### **ABOUT 4-H:**

4-H is a non-formal educational youth development program offered to individuals ages 5 to 19. Youth residing in Staunton, Waynesboro, and Augusta County are able to join/participate. Youth can be from public schools as well as home schools. Among all the fun things to learn about in 4-H are animals, livestock, robotics, public speaking, cooking, art, gardening, natural sciences, and much more. You can participate in 4-H in many ways—through clubs, camps, teams, and short-term programs offered through the county. No matter what you select or how you participate, all 4-H programs focus on active involvement and quality experiences that stimulate lifelong learning of values and life skills.

### **THE 4-H EMBLEM:**



The 4-H emblem is a four-leaf clover with the letter H on each leaf. The four H's represent the four-fold development of head, heart, hands and health.

Head - Mental development, deeper knowledge and reasoning.

Heart - Emotional development, developing interest, appreciation and wholesome attitudes.

Hands - Skills development, ability to do, skill in doing, and habit of doing.

Health - Physical development, understanding and appreciating a growing and changing body.

The white in the clover symbolizes purity and the green represents life, springtime, and youth.

### **4-H 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 MOTTO:**

"To Make the Best Better"

### **4-H CLUBS:**

Project clubs and community clubs are the types of 4-H clubs that youth may join. Community clubs include youth who enroll in a variety of projects. Community clubs typically have structured business meetings, emphasize community service, and focus on life skill development. In a project club, similar meetings and community activities are conducted with focus on a specific project. Examples of project clubs include, but are not limited to, most 4-H Livestock Clubs and 4-H Horse Clubs.

### **4-H AND FAMILIES:**

4-H brings families together as they learn together. Families may plan meetings, events, projects and activities together. Family members may also serve as club leaders, project leaders, meeting

helpers, transportation aides and in a variety of other ways. Parental involvement can help ensure the best learning experience for your child.

#### **4-H AND THE COMMUNITY:**

As part of the 4-H experience, 4-H members are encouraged to learn about and contribute to the betterment of their communities. 4-H utilizes a variety of community resources to enhance the educational experience of members. Those resources may include meeting places, guest speakers, volunteers and field trips.

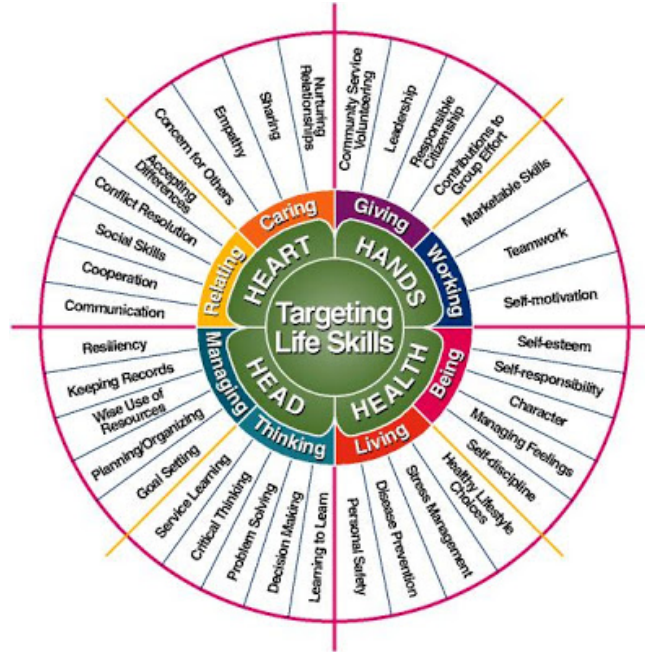
#### **4-H PROJECTS:**

In 4-H, youth learn by doing. Much of that learning happens through project experiences. From beef to bicycles...electricity to entomology...forestry to food science...photography to plant science...rabbits to rockets...Augusta County 4-H offers many project areas designed to develop the wide range of interests that appeal to today's young people. In addition to subject-matter skills, many young people develop interests that last a lifetime.

## FOUNDATIONS OF 4-H PROGRAMMING

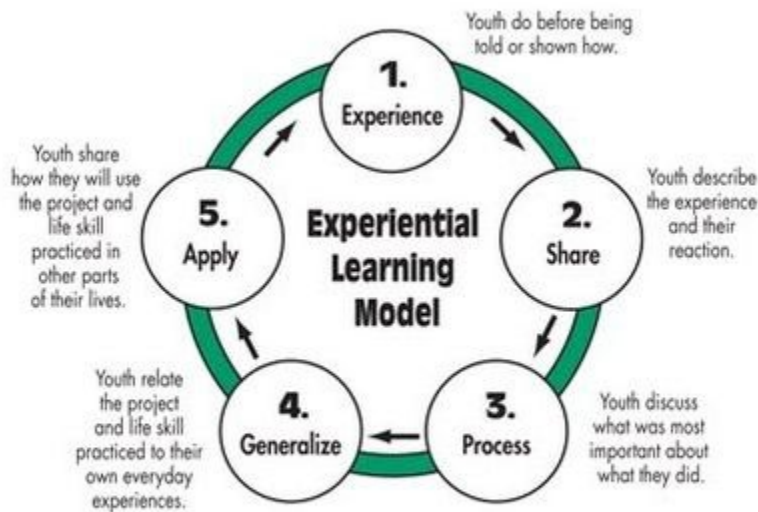
### **TARGETING LIFE SKILLS:**

Successful adults often credit their experiences in 4-H as turning points in their lives. They credit planning, organization, and public speaking skills as essential to their success. Augusta County 4-H programming is rooted in the foundation of the development of life skills as illustrated in the Targeting Life Skills Wheel.



### **EXPERIENTIAL LEARNING MODEL:**

Youth learn best by doing. 4-H programming follows the Experiential Learning model.



Pfeiffer, J.W., & Jones, J.E. "Reference Guide to Handbooks and Annuals"  
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## **UNDERSTANDING 4-H MEMBERSHIP**

### **VIRGINIA 4-H PROGRAM YEAR:**

Runs from October 1<sup>st</sup> – September 30<sup>th</sup>

### **AGE POLICY:** (age as of September 30<sup>th</sup> of the current program year)

Cloverbud 4-H Members: 5-8 year olds

Junior 4-H Members: 9-11 year olds

Intermediate 4-H Members: 12-13 year olds

Senior 4-H Members: 14-19 year olds

For each of the above categories, youth must turn the entry age during the 4-H program year, October 1 -September 30. That is, youth who turn 5, 9, 12, and 14 between October 1 and September 30, participate in these respective categories.

Eligibility for 4-H membership terminates on December 31 of the year the member has his/her 19<sup>th</sup> birthday.

### **CODE OF CONDUCT/STANDARDS OF BEHAVIOR:**

Joining Augusta 4-H is a privilege and responsibility for individuals and therefore Augusta County 4-H members are subject to the Virginia 4-H Code of Conduct/Standards of Behavior and applicable policies of Virginia Tech and Virginia Cooperative Extension.

### **4-H MEMBERSHIP EXPECTATIONS:**

The expectations for 4-H membership are a balance of 4-H project work, involvement in a 4-H club, participation in 4-H activities and events, and working towards improving one's personal growth. 4-H members and their parents/guardians are also expected to abide by the Virginia 4-H Code of Conduct/Standard of Behavior throughout the year, and sign off on this code as part of the annual membership process.

### **MEMBERSHIP DEADLINES:**

Enrollment & Re-enrollment period: Youth can re-enroll/enroll at any point during the year. However, all youth must be enrolled through 4-H Online prior to participating in any 4-H activity. We ask that all youth re-enroll each new 4-H year by October 31<sup>st</sup>.

Enrollment is handled online at [www.4honline.com](http://www.4honline.com). For instructions on how to use 4HOnline, visit [www.augusta4h.com](http://www.augusta4h.com).

Youth may join any time during the 4-H year however certain activities have individual deadlines:

- Youth participating in the May Market Animal Show and Sale must enroll/re-enroll by their species nomination date. You can find those dates at [www.marketanimalshow.org](http://www.marketanimalshow.org).
- Youth participating in the State 4-H Horse Show must enroll/re-enroll by February 1<sup>st</sup>.

**CROSS-COUNTY LINES MEMBERSHIP:**

There are times when youth may participate in 4-H in another county. Please contact the agent in the county in which you would like to participate to inquire as to the process. Agents need to ensure youth do not duplicate project areas. Decisions regarding 4-H membership in a non-resident county (a county you do not live in), rest with the County 4-H Agent in the receiving county. Their decisions are final.

**RELATED FEES:**

- There are no Virginia 4-H membership fees.
- Some clubs have dues. Please refer to your club leader about club specific dues.
- Each youth is required to pay for their project book. Project books range between \$5-\$25.
- Some clubs may choose to use club funds to cover the cost of project books. Please refer to your club leader about specifics.

**AUGUSTA COUNTY 4-H COMPETITION TEAMS:**

Augusta 4-H has many competition teams (livestock judging, food challenge, cattle working, etc). Only current and active 4-H members can participate on county teams. Participation in district-, state-, and national-level contests, must be done through county teams, unless prior approval has been granted by the 4-H Extension Agent. Participation on a team is a privilege. Continuing participation on a team is subject to space availability, past performance, code of conduct guidelines, behavior, etc. Some teams are open to all, and some teams are limited in space. Teams working toward State and National level competition are required to fundraise to cover expenses.



## **WHO'S WHO IN 4-H**

### **4-H MEMBER:**

Any child 5-19 years of age by September 30 of the current year who enrolls in 4-H Online at [www.v2.4honline.com](http://www.v2.4honline.com) and meets the club requirements is considered a 4-H member.

### **CLUB ORGANIZATIONAL LEADER:**

A certified adult volunteer is responsible for the organizational part of the club. Organizational leaders have submitted an official Virginia 4-H Volunteer Application, interviewed, submitted 2-3 references, have had a background check, and participated in volunteer training in risk management, financial management, and 4-H policies and procedures.

### **PROJECT LEADER:**

A volunteer who helps to support 4-H members with their chosen project area/book. This person is often a 4-H parent or a person from the community who agrees to help with a project in which they have knowledge.

### **JR. PROJECT LEADER:**

A senior level 4-H member who is 14 years old or older. They have the choice to take an active part in helping the younger members in the club. By doing this, they grow, mature and learn leadership skills.

### **ONE-TIME OR SHORT-TERM VOLUNTEERS:**

The 4-H Program, like many other youth groups, relies heavily on volunteers, who are involved in nearly every aspect of the program. Numerous volunteers work with 4-H to assist with clubs, projects, events, etc. Depending on the nature of the volunteer's work, the 4-H Agent will determine the level of screening necessary.

### **PARENTS/GUARDIANS/SIBLINGS:**

Parents/Guardians/Siblings are the important ingredient 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. Younger, not-of-age siblings or non-members, can attend as long as they are not disruptive to the 4-H group or pose any safety concerns. All county-wide events are open and parents are encouraged to attend.

### **COUNTY 4-H EXTENSION AGENT:**

The 4-H Youth Development Agent is a professional educator who provides leadership to the local 4-H program and manages its day-to-day operation.

### **COUNTY 4-H PROGRAM EDUCATOR:**

Assists the County 4-H Agent in the implementation of the county 4-H program.

**VIRGINIA 4-H ALL STAR:**

Membership in 4-H All Stars is the highest recognition that a Virginia 4-H'er can achieve.

The All Star's goal is to contribute to positive youth development through "service" to the 4-H program of which they are a part.

## **COUNTY LEVEL YOUTH LEADERSHIP OPPORTUNITIES**

### **JUNIOR YOUNG LEADERS:**

Augusta County 4-H has a Junior Young Leaders (6-8 graders) group. Clubs are encouraged to send members as club representatives. Each club representative/member is required to attend their age level Leadership Development Workshop, which will be held in the month of October each year. Junior Young Leaders will assist with county level 4-H programming, officer training, county competitions, and the annual achievement ceremony. They will also have the opportunity to pick a project/activity of their own to plan under the guidance of their council mentor. Junior Young Leaders also participate in 4-H Day at the Capitol.

### **JUNIOR 4-H CAMP TEEN COUNSELORS:**

Teens are eligible to apply to be teen counselors at Junior 4-H Camp, usually held in July. Accepted applicants will be provided with training

## **UNDERSTANDING 4-H PROJECT/RECORD BOOKS**

**Project/Record books are due to the club leader by September 30<sup>th</sup> each year. Leaders must turn in their club's project/record books to the Extension office by October 10<sup>th</sup> each year. Deadlines are different for MAS and Goat Show exhibitors. Please check the MAS rules and regulations, [www.marketanimalshow.org](http://www.marketanimalshow.org) or the FAQ's section of this booklet for MAS record book deadlines.**

### **Definitions:**

**Project Book:** A 4-H project book is a published book of a specific topic that contains learning activities and reflection sections.

**Record Book:** A 4-H record book is a purchased or printed book where youth document records of care and keeping of an animal (market steer, rabbit, etc.)

Some purchased project books also have a 'record keeping' component embedded.

Either one is accepted but all must contain the following sections/components:

### **A COMPLETE PROJECT/RECORD BOOK CONTAINS:**

1. The COVER PAGE (downloadable at [www.augusta4h.com](http://www.augusta4h.com) resources page)
2. 4-H STORY AND PARTICIPATION PAGE (downloadable at [www.augusta4h.com](http://www.augusta4h.com) resources page)
3. PICTURE PAGES (a minimum of 3 pictures. How to display them is choice of 4-H member)

A complete project/record book has a cover page, 4-H story and participation page, the project/record book, and picture pages.

All record books will be judged, but only youth members that turn in a *complete and on-time* project/record book are eligible for 4-H county awards.

Youth members that do not turn in a complete project/record book are not eligible for 4-H county awards (given during achievement ceremony in November). They will also become ineligible to receive 4-H scholarships the following program year.

### **Judging:**

Volunteers and Extension personnel will complete judging. Ribbons will be awarded for all submitted Project/Record books using the Danish System. Project/Record Books will be judged based on their completeness, neatness, and attention to detail. Think carefully about the entire Project. Did you state your goals clearly? Did you complete everything? Did you elaborate on what you learned in your 4-H Story (if applicable)? Multiple entries will be judged separately and awarded ribbons based on the Danish System. Most project/record books have a judging scorecard in the back that you can use as a guide to complete the book.

## **FREQUENTLY ASKED QUESTIONS**

### **DOES A 4-H MEMBER HAVE TO TAKE A PROJECT?**

Each 4-H member is highly encouraged, but not required, to participate in at least one 4-H project per 4-H year. In order for a youth member to be eligible for county level awards/recognition, they must turn in a complete project/record book by the deadline.

### **HOW DOES A MEMBER SELECT A PROJECT?**

When choosing a project, consider your interests, background, what is necessary to start your project, and what is available to help you complete it. A good rule of thumb is to select no more than two projects as a first-year member.

### **WHERE DO I GET A PROJECT BOOK?**

Resources: [www.shop4-h.org](http://www.shop4-h.org) and [www.projectcentral.ohio4h.org](http://www.projectcentral.ohio4h.org)

During October of each program year, club leaders will complete the order form for their club. Clubs will collect the appropriate fee at that time.

### **WHAT IF I AM DOING MARKET ANIMAL SHOW AND SALE?**

4-H members participating in the Market Animal Show and Sale can find their record books online at [www.marketanimalshow.org](http://www.marketanimalshow.org). Market Animal Show record books are due by the date listed on the front and as stated in the MAS rules and regulations. In order for this record book to be eligible for Augusta 4-H judging, awards, and recognition, they must contain the required components as stated above. Additionally, in order for MAS exhibitors to receive their show premiums, a completed record book must be received in the Extension Office by the deadline. Market Animal Show record books that are to be judged for 4-H will be kept and will not be returned at MAS banquet.

### **WHAT IF I FIND A PROJECT/RECORD BOOK FROM ANOTHER SOURCE?**

There are numerous sources to obtain 4-H materials. Please email the 4-H Agent to confirm the validity of your source. The 4-H Agent will determine if it will be acceptable for use.

### **WHAT ONGOING SUPPORT WILL A MEMBER HAVE FOR THEIR PROJECT?**

Clubs will assign all members to a Project Leader or Jr. Project Leader. The project leaders are available to assist the member at any time during the program year. Project time will be set aside at club meetings so members can meet with their Project Leader/Jr. Project Leader. Project time will be scheduled, at a minimum, twice per program year. Project Leaders/Jr. Project Leaders will complete the Project Progress Form which will be turned in to the 4-H Agent. The 4-H Agent and 4-H Program Assistant are always available to assist members with their project. Call the Extension office to set up a meeting.

### **CAN A SCHOOL PROJECT BE USED AS A 4-H PROJECT TOO?**

No. In order for a member to achieve the progression of knowledge, attitudes, skills, and aspirations necessary for positive youth development, all 4-H experiences in which a 4-H member is involved must be separate and different from previous or simultaneous experiences in other programs, groups, businesses, and organizations.

**DOES A MEMBER HAVE TO DO EVERYTHING THE PROJECT BOOK SUGGESTS?**

No, although completing the Project Book in the recommended time frame is the best way to succeed in judging. How much to complete is up to the member, parents, and advisor. Depending upon their interests and abilities, members may plan to do a little or a lot. Project plans also can change as a member's interests and needs change.

**HOW MUCH TIME CAN BE SPENT ON A PROJECT?**

It can be a matter of days, weeks, or even months, depending on the size and scope of the member's plan. Some projects also can be repeated to accomplish additional project goals.

**HOW ABOUT CLOVERBUDS? DO THEY HAVE PROJECT BOOKS?**

The Cloverbud program is intended to be directed by leaders. Cloverbuds learn best through mediums other than reading (e.g. singing, crafting, games, field trips, presenters etc.) There are Cloverbud resources available through National 4-H, and consist of short booklets on certain topics and Leader Guides with Cloverbud activities. Some Cloverbud leaders design their own "project book" that is completed during club time. Cloverbud Project books are not subject to the same components as stated above under "Complete Project/Record Book Components".

## **AWARDS & SCHOLARSHIPS**

Augusta County will hold an achievement ceremony each November. The following is a list of the awards and scholarships that are available. Actual award may differ slightly from picture shown.

### **PROJECT AWARDS:**

- Project Pin: This award is given to a 4-H'er who has completed the first year of a Project. This award is given only once for each Project area completed.
- Year Pin: This award is given to a 4-H'er who has completed 2 or more years of the same Project and has accomplished their goals.
- Best Junior, Intermediate, and Senior Level Project/Record Book: Overall winners in each age division will receive an award!

Examples:



### **CLUB LEVEL AWARDS:**

- Rising Cloverbud: Club leaders may recognize the members of their club that transitioned from Cloverbud programming to regular programming. Rising Cloverbuds receive a certificate and pin.
- 100% Attendance: Club leaders may present the 100% Attendance pin to members of their club that have not missed a meeting or club event.
- Project Leader: Club leaders may present the Project Leader pin to recognize individuals for their support and dedication given to youth as they worked on their project/record books.

Examples:



### **COUNTY LEVEL AWARDS:**

- Club Charter Seals: Clubs will be presented with their charter seals.

### **VOLUNTEER AWARDS:**

- Length of Service: Volunteers are recognized for the number of years as an adult volunteer. Volunteers will receive year pins.

Nominations are accepted for these awards (by October 1<sup>st</sup>) and they are presented at the Annual Achievement Ceremony:

- 4-H Alumni Award: The Alumni Award is to recognize 4-H Alumni who remain active in giving back to 4-H by working with the youth or supporting the program.

- Friend of 4-H Award: The Friend of 4-H Award is to recognize any member of the community who is active in working with 4-H youth or support the 4-H program.

Examples:



### **ALL STAR PROGRESS AWARDS:**

Youth can earn awards for their progress toward the All-Star Award. In order to be recognized, the youth's All-Star application needs to be turned in by September 30<sup>th</sup> to the Extension office. They will be reviewed for point progress. Applications will be returned at the Achievement Ceremony.

4-H members that are turning in their *final* application need to make an appointment with Ashley Craun at the Extension office by September 30<sup>th</sup>.



#### **Reach 20 points!**

Youth under 12, who have at least 20 points, will receive a Bronze Clover Award.



#### **Reach 40 points!**

Youth ages 9-19 who have at least, 40 points will receive a Silver Clover Award.



#### **Reach 60 points!**

Youth ages 9-19 who have at least, 60 points will receive a Gold Clover Award.



#### **Reach 85 points!**

Any youth 15-19 may apply to become a Virginia 4-H All Star!

### **JOHN B. RILEY 4-H SCHOLARSHIP:**

Augusta County 4-H will award a one-time \$1,000 scholarship to one dedicated 4-H member. Scholarship applications from graduating high school seniors intent on pursuing a post-secondary degree or certificate will be considered eligible for the award. Application can be found at [www.augusta4h.com](http://www.augusta4h.com).