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What is Citizenship Washington Focus?

Citizenship Washington Focus (CWF) is an educational and fun citizenship program conducted by the National 4-H Council for high school youth. For six weeks of the summer, delegations of 14-19 year olds from across the country attend this six-day program at the National 4-H Youth Conference Center, just outside Washington, D.C. This program gives participants hands-on opportunities to learn and practice skills that promote “Better Citizens Today, Better Leaders Tomorrow”.

Participants attend workshops, committees, field trips, social events, visit Capitol Hill, and meet with Congressional staff, all of which provide delegates with experiences to learn and grow. Strategy sessions include committee work, selection of issues, introduction of a bill, and mock legislative process. Participants learn and practice skills that will make them active citizens and more successful individuals.

Most importantly, participants learn how to have a positive influence on their communities, homes, and schools. After learning the “how-to” steps and observing several successful youth-coordinated projects, they are asked to implement those ideas back home in their own communities.
Program Goals

WELCOME TO THE CITIZENSHIP WASHINGTON FOCUS PROGRAM!
While attending Citizenship Washington Focus, the Iowa delegation hopes to achieve a number of program goals.

These include:

• Broaden appreciation and practice respect for self and others in the world.
• Increase individual commitment to citizen involvement.
• Strengthen communication, leadership, and other citizenship skills on a national level.
• Understand the importance of civic and social responsibilities as they relate to the development of better citizens and leaders.
• Exchange ideas, practice respect, and form friendships with other youth from diverse backgrounds.
• Experience hands-on learning using the historical backdrop of our nation’s Capital City, Washington, D.C.
• Engage in physical fitness activities.

In order to accomplish these goals, we will be engaging in activities that include the following:

• A look behind the scenes in our nation’s capital and hopefully meeting senators and representatives.
• Motivational speakers, workshops, and assemblies that increase individual commitment to citizen involvement and build lifetime skills for success.
• Activities that encourage new and lasting friendships.
• An enthusiastic collegiate staff working daily with the youth.
• Fitness and fun.

During CWF, groups will interact with National 4-H Conference Center Staff and CWF Program Assistants. The CWF Program Assistants (PAs) play a key role in the implementation of the Citizenship Washington Focus program. On campus, PAs greet visiting groups and orient them with The National 4-H Center, lead workshops and assemblies, advise committees, arrange room set-ups and audiovisual equipment, and assist group coordinators. Off campus, PAs aid groups by providing route information, interpretation of sites, and coordinating field trip logistics. All PAs are licensed and trained District of Columbia Class B Tour Guides.

The CWF Program Assistants are college-age students from across the United States, selected for their leadership and public speaking abilities. They arrive in Washington, D.C., in mid-May and undergo an intensive three-week training period to learn how to facilitate the Citizenship Washington Focus program. The PAs live at The National 4-H Center for the duration of the program and return to their home states in mid-August.

VISIT THE CONFERENCE WEB SITE.
For more information, visit the National 4-H Council’s CWF website at http://www.4hcwf.org/

Staff Contact

If you have any questions or concerns, please contact the State CWF Coordinator at any time.

Gail Castillo       email: gail@iastate.edu       call/text: 641-425-6914
2017 CWF
Tentative Schedule

Trip Leader: Gail Castillo
641-425-6914 or gail@iastate.edu

Friday, June 16
**Bus departures** – Arrive at least 15 minutes before departure time to load bus
Look for CIT Signature Transportation bus

Travel day / pick up locations and times to be determined (TBD)

<table>
<thead>
<tr>
<th>Activity</th>
<th>Dress Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>Saturday, June 17</td>
<td></td>
</tr>
<tr>
<td>Travel day / details TBD</td>
<td></td>
</tr>
<tr>
<td>Flight 93 Memorial, 6424 Lincoln Hwy, Stoystown, PA</td>
<td>C</td>
</tr>
<tr>
<td>Visitor Center &amp; Memorial Plaza</td>
<td></td>
</tr>
<tr>
<td>Orientation video at <a href="http://www.nps.gov/flni/photosmultimedia/virtualtour.htm">http://www.nps.gov/flni/photosmultimedia/virtualtour.htm</a></td>
<td></td>
</tr>
</tbody>
</table>

**Sunday, June 18**

6:30 am Complimentary Breakfast C
TBD Load Bus and Check-out of hotel C
TBD Gettysburg National Military Park C
  Cyclorama, Film (45 mins) and Museum Experience C
  Guide Tour of Battle Field (approximately 2 hours) C
TBD Bus departs for Chevy Chase MD for CWF C
4:00 pm. Arrival at National 4-H Center C
  7100 Connecticut Ave., Chevy Chase, MD (301-961-2801) C

**CWF Activity at National 4-H Center**

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
<th>Dress Code</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>3:00-5:00 pm</td>
<td>Check In/Registration</td>
<td>C</td>
<td>JC Penney Hall</td>
</tr>
<tr>
<td>5:00-6:30 pm</td>
<td>Dinner</td>
<td>C</td>
<td>Clover Café</td>
</tr>
<tr>
<td>6:30-7:00 pm</td>
<td>Welcome to Washington</td>
<td>C</td>
<td>Aiton Aud.</td>
</tr>
<tr>
<td>7:15-7:30 pm</td>
<td>Bus Driver Meeting</td>
<td>C</td>
<td>JC Penney</td>
</tr>
<tr>
<td>7:00-8:30 pm</td>
<td>Congressional Issues Workshop/Adult meeting</td>
<td>C</td>
<td>Color Workshop</td>
</tr>
<tr>
<td>8:30-9:30 pm</td>
<td>Committee Meeting</td>
<td>C</td>
<td>Committee</td>
</tr>
<tr>
<td>9:30-10:00 pm</td>
<td>Pin Trade &amp; Social</td>
<td>C</td>
<td>Ohio Room</td>
</tr>
<tr>
<td>10-10:30 pm</td>
<td>Delegation Huddles</td>
<td>C</td>
<td>Delegation</td>
</tr>
<tr>
<td>11:00 pm</td>
<td>Curfew-In Your Own Room</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### Monday, June 19

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
<th>Dress Code</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>7:00-8:00 am</td>
<td>Breakfast</td>
<td>C</td>
<td>Clover Café</td>
</tr>
<tr>
<td>8 am-1:00 pm</td>
<td>Mount Vernon</td>
<td>BC</td>
<td></td>
</tr>
<tr>
<td>1:00-2:00 pm</td>
<td>Lunch</td>
<td>C</td>
<td>Clover Café</td>
</tr>
<tr>
<td>2:00-3:00 pm</td>
<td>Bill Writing Workshop</td>
<td>C</td>
<td>Color Workshop</td>
</tr>
<tr>
<td>3:00-4:00 pm</td>
<td>Joint Congressional Issue Workshop</td>
<td>C</td>
<td>Color Workshop</td>
</tr>
<tr>
<td>4:00-5:00 pm</td>
<td>Committee Meeting</td>
<td>C</td>
<td>Committee</td>
</tr>
<tr>
<td>5:00-5:30 pm</td>
<td>Talent Show Auditions/Free Time</td>
<td>C</td>
<td>Aiton Aud.</td>
</tr>
<tr>
<td>5:30-6:30 pm</td>
<td>Dinner</td>
<td>C</td>
<td>Clover Café</td>
</tr>
<tr>
<td>6:30-10:30 pm</td>
<td>Night View of Washington, D.C.</td>
<td>C</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>(Lincoln, Vietnam Veterans, Korean, World War II, Martin Luther King, Jr.)</td>
</tr>
<tr>
<td>11:00 pm</td>
<td>Delegation Huddles</td>
<td>C</td>
<td>on bus</td>
</tr>
</tbody>
</table>

### Tuesday, June 20

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
<th>Dress Code</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>6:45-7:45 am</td>
<td>Breakfast</td>
<td>C</td>
<td>Clover Café</td>
</tr>
<tr>
<td>7:45-1:00 pm</td>
<td>Arlington National Cemetery/Thomas Jefferson/FDR</td>
<td>BC</td>
<td></td>
</tr>
<tr>
<td>1:00-2:00 pm</td>
<td>Lunch</td>
<td>C</td>
<td>Clover Café</td>
</tr>
<tr>
<td>2:00-2:30 pm</td>
<td>Talent Show Auditions</td>
<td>C</td>
<td>Aiton Aud.</td>
</tr>
<tr>
<td>2:30-3:55 pm</td>
<td>Committee Meeting/Adult Meeting</td>
<td>C</td>
<td>Committee</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>(Government Committee creates final bills)</td>
</tr>
<tr>
<td>4:00-5:00 pm</td>
<td>Community Action Plan – A</td>
<td>C</td>
<td>Delegation</td>
</tr>
<tr>
<td>5:00-6:15 pm</td>
<td>Derby</td>
<td>VC</td>
<td>Front Lawn</td>
</tr>
<tr>
<td>6:15-7:15 pm</td>
<td>Dinner</td>
<td>C</td>
<td>Clover Cafe</td>
</tr>
<tr>
<td>7:30-8:30 pm</td>
<td>Town Hall</td>
<td>C</td>
<td>Aiton Aud.</td>
</tr>
<tr>
<td>8:30-9:30 pm</td>
<td>Strategy Workshop</td>
<td>C</td>
<td>Color Workshop</td>
</tr>
<tr>
<td>9:30-10:30 pm</td>
<td>Capitol Hill Orientation/Huddle</td>
<td>C</td>
<td>Delegation</td>
</tr>
<tr>
<td>11:00 pm</td>
<td>Curfew-In Your Own Room</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Wednesday, June 21

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
<th>Dress Code</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>7:00-8:00 am</td>
<td>Breakfast</td>
<td>C</td>
<td>Clover Café</td>
</tr>
<tr>
<td>8 am-6:00 pm</td>
<td>Capitol Hill Day</td>
<td></td>
<td>CWF polo / khaki pants</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Congressional visit schedule &amp; other tours TBD</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Lunch &amp; Dinner at your expense</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>A Union Station Voucher will be given to each participant for one meal</td>
</tr>
<tr>
<td>6:00-9:00 pm</td>
<td>Twilight Tattoo OR Air Force Memorial and Pentagon Memorial (actual plans for the evening will depend on weather and space available at Twilight Tattoo)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>9:30-10:00 pm</td>
<td>Marine Corps War Memorial</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Delegation Huddle</td>
<td></td>
<td>on bus</td>
</tr>
<tr>
<td>11:00 pm</td>
<td>Curfew-In Your Own Room</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
CWF Activity at National 4-H Center | Dress Code | Location
--- | --- | ---
**Thursday, June 22**
7:30-8:30 am Breakfast | C | Clover Café
8:30-10 am Community Action Plan – B | C | Delegation
10:00-11:45 am National Cathedral / Smithsonian Zoo *(tour is dependent on events at the National Cathedral)* | BC | C for Zoo
12:00-1:00 pm Lunch | | Clover Café
1:00-3:00 pm Congressional Session | BC | Aiton Aud.
3:00-4:00 pm Committee Meeting/Adult Meeting | C | Committee
4:00-5:00 pm Free time | C | 
5:00-11:00 pm Cultural Heritage Evening
   *The Sound of Music at The Kennedy Center*  
   *Boxed meal will be provided*  
   | D | 
11:00 pm Curfew-In Your Own Room

**Friday, June 23**
7:30-8:30 am Breakfast | C | Clover Café
9 am-5 pm Delegation Day  
   *Details TBD*  
   *Lunch at your expense*  
   *Use Metro back to National 4-H Center* | C | 
5:30-6:30 pm Dinner | C | Clover Café
6:30-7:15 pm Delegation Wrap Up | C | Delegation
7:15-8:45 pm Talent Show | C | Aiton Aud.
8:45-9:00 pm Closing Ceremony | C | Aiton Aud.
9:00-11:00 pm Dance | C | Ohio room
11:00 pm Load Bus
Midnight Bus Departs for Return Trip to Iowa

**Saturday, June 24**
Breakfast provided  
   *Lunch and Dinner stops at your expense*  

Bus return times and locations are an estimate.

Participants will be encouraged to call rides as they are approaching locations to give a better return time.

3:30 pm **Walcott** – I-80 Truck Stop
4:30 pm **Coralville** – Coral Ridge Mall, Dillard’s parking lot
5:45 pm **Grinnell** – Kum & Go
6:15 pm **Altoona** – Polk County Extension Office
7:15 pm **Ames** – Kum & Go
8:45 pm **Carroll** – K-Mart
9:45 pm **Early** – Casey’s
What Should I Bring?

FOR THE BUS:

___ Overnight travel stop bag so that we do not have to unload and reload the bus for two nights
___ Snacks for travel
___ Water bottle which will not spill, is easy to carry and can be re-filled (do not rely on soda for hydration)
___ Small pillow for the bus (or you can use your jacket or a sweater as a pillow)
___ Light blanket, afghan or throw for the bus
___ DVD’s for on the bus (optional), labeled with your name (G, PG, and PG-13 ratings only)
___ Deck of cards or other travel games for on the bus (optional)
___ iPod/MP3 Player (optional): earphones must be used with all radios or disc players brought on board

AT THE CENTER:

___ “Iowa 4-H Delegation Participant Handbook” for reference
___ Nightwear, lightweight bathrobe, and slippers or flip-flops (3-4/room lodging; private bath)
___ Personal toiletry items
___ Curling iron, flat iron, or other personal grooming items (a small hair dryer is in each room)
___ Alarm clock and wristwatch
___ Small trade items that you make, buy, or solicit locally (pins and stickers are popular)
___ Pen and small notebook or pad for committee work and workshops
___ Props & musical instruments for Talent Show (optional)

FOR OFF-SITE TOURS:

___ Extra pair of comfortable shoes (You will walk a LOT; do not bring shoes you have never worn!)
___ Raingear or umbrella
___ Sunblock
___ Small package of wash/dry towelettes are recommended
___ Inexpensive camera labeled with your name, address, phone number
___ Extra camera batteries
___ Personal spending money

STAYING WELL:

___ Acetaminophen or ibuprofen for headaches or achy muscles
___ Antacid tablets for upset stomach
___ Band-Aids for blisters from walking
___ Antibacterial cream
___ Contact solution, if needed
___ Imodium AD or other anti-diarrhea tablets
___ Prescriptions, if needed

Packing tips:

___ Two pieces of luggage plus a carry-on are allowed (back-pack suggested; garment bags ok).
___ Put nametags on all luggage, including camera.
___ Pack as lightly as possible; roll your clothing and try not to bring things that wrinkle. Irons are not provided.
___ Place bottles that might leak (shampoo, lotions) in zip-lock bags. Do not bring glass bottles.
___ Do not bring valuable jewelry or cameras. Do not bring towels & linens – they are provided.
Iowa CWF Dress Code

During your week in Washington you will meet many people and will be representing the 4-H program, your family, county, Iowa and youth of America. Your appearance must reflect your position as an ambassador of 4-H and Iowa. You cannot dress as if you were “on vacation”. If in doubt about an item of clothing, dress on the conservative side. We suggest borrowing items rather than purchasing clothing you would seldom wear.

Please be aware that Iowa’s Dress Code is enforced by your chaperones and you will be asked to change if your clothing is inappropriate. The Dress Code applies to both youth and adult participants. A dress code classification system has been developed which describes the type of dress expected for each CWF activity. The following categories have been established to correspond to activities outlined in the Tentative Schedule: Very Casual, Casual, Business Casual, Dressy, or CWF Attire. Washington D.C. can be very hot and humid with daytime temperatures ranging from the high 80’s to high 90’s! Lightweight, light-colored cotton clothing is recommended. Limited laundry facilities are available but note that free time is also limited.

<table>
<thead>
<tr>
<th>Event:</th>
<th>Very Casual</th>
<th>Casual</th>
<th>Business Casual</th>
<th>Dressy</th>
<th>CWF Attire</th>
</tr>
</thead>
</table>
| Derby (Tues) | Most activities, unless otherwise specified. **No active wear for casual.** | • Mount Vernon (Mon)  
• Arlington (Tues)  
• National Cathedral (Thurs)  
• Cong. Session (Thurs) | Cultural Heritage Evening (Thurs) | Capitol Hill Day (Wednesday) |
| For Guys: | Clothes and shoes to get wet or dirty; can be old jeans, T-shirts, or shorts. | Jeans, khakis, shorts, T-shirts. **Does not include cut-offs or jeans with holes in them.** | Slacks, dress pants, polos or button down shirts (MUST have collar for Cathedral.) Khaki pants are appropriate. Dress shoes, boots, no athletic/tennis shoes. | Dress pants, slacks with a button shirt and tie, leather shoes or boots. No athletic shoes. Jackets recommended. | Khaki pants and the CWF Polo shirt. The polo will be provided. **No shorts allowed.** |
| For Girls: | Clothes and shoes to get wet or dirty; can be old jeans, T-shirts, or shorts. | Jeans, khakis, shorts, T-shirts. **Does not include cut-offs or jeans with holes in them.** | Skirts, dresses, slacks, nice shirts. (Shoulders MUST be covered for Cathedral.) Khakis or dress denim are appropriate. No athletic/tennis shoes. | Dresses, skirts, suits, nice shirts, leather shoes. No athletic shoes. | Khaki pants or skirt and the CWF Polo Shirt. The polo will be provided. **No Capri/cropped pants allowed.** |

Important Dress Code Information - Pertains to **ALL** dress code categories
- Shorts, skirts, and dresses must be a respectable length. Respectable length defined as: Being as long as or longer than the tips of the individual’s fingers when arms are fully extended at their side.
- Tube top/strapless shirts will not be allowed during the CWF program.
- Cropped shirts and extreme low-rise pants are not allowed.
- When visiting the National Cathedral shoulders must be covered.
- Ripped clothing, cut-off shorts, T-shirts with offensive slogans or messages that are in bad taste, muscle shirts, and similar items are not allowed.
- No hats to be worn in buildings.
- Shoes and shirts must be worn at all times.
Spending Money

SPENDING MONEY

CWF Program staff suggests budgeting at least $25 per day, for a total of $200-250. Some people will spend more; others will spend less. Budget carefully, to allow for expenses on the return trip.

Instead of bringing all your money as cash, you might consider bringing a debit card or credit gift card. These can be obtained at many banking institutions or retail locations.

- Visa or Master Card Gift card is a prepaid card welcome everywhere Visa or Master Debit cards are accepted. The gift card is issued by a bank pursuant to terms and conditions determined by the bank and that creates a contract between the cardholder and the bank. The bank that issues the gift card is referred to as the card issuer. Gift cards are loaded with a set amount of funds on the card and can be used for multiple purchases for as long as value remains on the card. Additional funds cannot be added later if the card is a non-reloadable gift card.

Sample Budget – the table below indicates meals you need to purchase plus souvenir opportunities. Meal costs are only an estimate and may be more than listed below.

<table>
<thead>
<tr>
<th></th>
<th>Breakfast</th>
<th>Lunch</th>
<th>Dinner</th>
<th>Total</th>
<th>Souvenir Opportunities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Friday</td>
<td>$10.00</td>
<td>$10.00</td>
<td>$20.00</td>
<td></td>
<td>bus travel</td>
</tr>
<tr>
<td>Saturday</td>
<td>$10.00</td>
<td>$15.00</td>
<td>$25.00</td>
<td></td>
<td>bus travel</td>
</tr>
<tr>
<td>Sunday</td>
<td>$10.00</td>
<td>$12.00</td>
<td>$22.00</td>
<td></td>
<td>Gettysburg</td>
</tr>
<tr>
<td>Monday</td>
<td>$10.00</td>
<td></td>
<td></td>
<td></td>
<td>Mount Vernon</td>
</tr>
<tr>
<td>Tuesday</td>
<td>$10.00</td>
<td>$12.00</td>
<td></td>
<td></td>
<td>Arlington National Cemetery</td>
</tr>
<tr>
<td>Wednesday</td>
<td>$20.00</td>
<td>$20.00</td>
<td>$40.00</td>
<td></td>
<td>Capital Hill / Union Station</td>
</tr>
<tr>
<td>Thursday</td>
<td>$20.00</td>
<td>$20.00</td>
<td></td>
<td></td>
<td>National Cathedral or National Zoo</td>
</tr>
<tr>
<td>Friday</td>
<td>$25.00</td>
<td></td>
<td>$25.00</td>
<td></td>
<td>National Mall / Smithsonian Museums</td>
</tr>
<tr>
<td>Saturday</td>
<td>$10.00</td>
<td>$10.00</td>
<td>$20.00</td>
<td></td>
<td>bus travel</td>
</tr>
<tr>
<td>Total</td>
<td>(minimum total includes meals only)</td>
<td></td>
<td>$152.00</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The 4-H Center has a Campus Shop where you may purchase postcards, stamps, memorabilia and personal items.

To help you plan your own personal budget, estimated prices for a few frequently purchased items are listed below:

<table>
<thead>
<tr>
<th>T-Shirts</th>
<th>Lunch</th>
</tr>
</thead>
<tbody>
<tr>
<td>Theme Restaurant</td>
<td>$27</td>
</tr>
<tr>
<td>Street Vendors</td>
<td>$22</td>
</tr>
<tr>
<td>Campus Shop at 4-H Center</td>
<td>$12</td>
</tr>
<tr>
<td>Union Station</td>
<td>$13</td>
</tr>
<tr>
<td>McDonald’s Strauss</td>
<td>$20</td>
</tr>
<tr>
<td>Smithsonian</td>
<td>$20</td>
</tr>
</tbody>
</table>
Backpack Guidelines

Backpacks are not allowed in many government buildings and museums. Below are specific guidelines for visiting. Please visit the websites included for more detailed information.

- **U.S. Capitol** - Do not bring large daypacks, backpacks or luggage into the Capitol. Any bag larger than 18" wide x 14" high x 8.5" deep is prohibited. *Other restrictions include cans and bottles (full or empty) and liquid of any kind.*

  For a more detailed information visit [http://www.visitthecapitol.gov/visit/visitor_safety_and_policies/](http://www.visitthecapitol.gov/visit/visitor_safety_and_policies/)

- **Smithsonian Museums** (taken from their website) – When you visit any of the Smithsonian's buildings you will discover that we have security measures to ensure your safety and the safety of the objects contained within. You'll be greeted upon entry by one of our security personnel who will conduct a thorough but speedy hand-check of all bags, briefcases, purses, and containers.

  At some museums, such as the Air and Space, American History, Natural History, Postal, and American Indian Museums, visitors are required to walk through a metal detector. Those who are unable to go through the metal detector will be hand-screened with an electronic wand by security personnel. Bag checks will be conducted via an x-ray machine at the Air and Space Museum and Postal Museum. At all other museums, bags will be checked by hand.

  Because of the security measures, the lines for entry to the museums may be long during peak seasons and holidays. We ask for your patience, cooperation, and assistance in keeping America's treasures safe. For more information, please visit: [http://www.si.edu/Visit/Security](http://www.si.edu/Visit/Security)

Staying in Touch

**CELL PHONES**

Cell phone are welcome with the understanding that:

- expensive roaming charges may apply to your phone (know your plan);
- cell phones must be **turned off during all scheduled programs, including tours**;
- cell phones may be used **only** during scheduled free time or to contact adult chaperones while offsite;
- cell phones may not be used after curfew (your roommates will want to sleep);
- if a cell phone privilege is abused, adult chaperones will confiscate the phone and return it later.

**MAIL AND EMAIL**

You may receive correspondence while at the National 4-H Center by either e-mail at the Cyber Center or by surface mail. It is important for well-wishers to address your letters very specifically, as below. Outgoing mail can be sent from the Center Monday through Saturday.

Joe Clover  
Iowa CWF Delegation  
Week 3: June 18-24  
c/o National 4-H Center  
7100 Connecticut Avenue  
Chevy Chase MD 20815
National 4-H Conference Center

CONFERENCE SITE
You will be staying at the National 4-H Center, located in a quiet residential part of Chevy Chase, Maryland, a suburb of Washington, D.C. The 4-H Center is a former women’s college consisting of about four or five buildings nestled in a park-like setting. The facilities are similar to dormitories. Meetings and assemblies will be held on-site at the Center.

To reach The National 4-H Center Front Desk, you may call 301-961-2801 or 301-961-2800. This second number connects callers to the Automated Attendant, which is answered 24 hours a day, seven days a week. After you check in at the Center, you will have a direct room phone number to share with family at home.

LODGING
Three or four people will be assigned per room which includes a private bathroom. Bedding and towels will be provided. Some rooms have bunk-beds, but some rooms have shared double or queen beds. You will be assigned Iowa roommates who may or may not be from your own county.

MEALS
Meals are served cafeteria-style at the Center. There are a variety of foods with vegetarian selections available. On tour days, you will need to purchase meals in food courts, in museum cafeterias, or at fast food restaurants. Remember, costs are higher in an East Coast city than in the Midwest. Budget accordingly. Please refer to the spending money section for more information.

GROUP PHOTOS
There will be opportunities to take informal group photos. 4-H staff acknowledges that delegates may take digital photos and want to share with others in the group. Please be respectful and seek individual’s permission by asking first. This is especially true with use of social media. If you choose to share with the group, please do so safely. Iowa 4-H does not assume liability or cost of producing and sending out CDs/DVDs/videos.

TRADING ITEMS
Exchanging trading items is a great way to meet people and has its own event at CWF. You will need between 30-40 items altogether. You may want to be creative and make your own pins, magnets, or calling card packs. Handmade items are often the most desirable.

Items used in the past have included small pins of Iowa, small pins from commodity groups, Iowa 4-H stickers, pencils or pens. Anything you can think of that teens from other states would like to attach to their lanyard or would like as a reminder of Iowa. The Pin Trade is designed to be a social event to meet other delegates and a fun way to kick off the week.
Program Committees

Each delegate will choose one committee to serve on, as space is available. Committees conduct events and programs throughout the CWF program.

Focus on Communications: This committee will produce the CWF newsletter and slideshow. Anyone interested in journalism or photography should consider this committee. Delegates will learn skills such as writing, proof reading, layout, photography, Microsoft PowerPoint, and working as a team while adhering to tight deadlines.

Focus on Government: This committee will be in charge of the Congressional Session. Duties include writing bills to be discussed and executing the assembly. Members of this committee will serve as a Senator or Representative during the assembly. Delegates involved in this committee will learn the congressional process, leadership, speaking skills, parliamentary procedure, and discuss other government-related topics.

Focus on Health: This committee will be in charge of the CWF Derby as well as daily health tips/updates. Delegates in this committee will have the opportunity to create and run health and fitness activities, and share information on healthy lifestyles with others. In this committee, delegates will learn useful skills such as leadership and working as a team.

Focus on Open-Mindedness: This committee will lead the Town Hall meeting and breakout groups. They will also brainstorm ways in which youth can get involved in their own community and share those ideas with the rest of the delegation. Delegates and this committee will learn skills such as how to have successful youth-adult partnerships, leadership, planning an assembly or discussion, and facilitating and participating in discussion on important topics.

Focus on Responsibility: This committee will help facilitate action planning with their delegation. These action plans will help resolve a concern or issue in their home communities and help carry these plans out upon their arrival back to their home state. They will develop the skills to facilitate important discussions on community issues amongst a group of their peers.

Focus on Talent: This committee will be in charge of overseeing and executing the talent show and auditions. This committee will learn how to put on an activity, as well as promote an event. The delegates in this committee will learn organizational skills and event promotion.

Workshops

Upon arrival on Sunday each delegate will be randomly assigned to a workshop group, which allows for a mixture of delegates from different states in each workshop. The workshops offered will include Citizenship Toolbox, Congressional Issues, Bill Writing and Strategy Workshops.

Bill Writing Workshop

A major portion of the CWF experience is gaining knowledge of government processes. During one of your workshop sessions, you will write a bill and later lobby for its successful passage through the CWF House and Senate. Below is an example of a bill written by previous CWF delegates.

House Resolution 2.2
The House of Citizenship Washington Focus of Week 6, Two Thousand Fourteen
Resolved by the House Agriculture Committee of Citizenship Washington Focus that; Whereas illegal substances are being used to improve performance of livestock, and; Whereas the rules on the aforementioned substances are not regulated and enforced, and; Whereas the punishments for these offenses are not consistent, therefore be it; Resolved that testing be done more frequently such as the completion of each class, and be it further; Resolved that a regulatory body be put in place to enforce these rules, and be it finally; Resolved that a fine of an amount between $1,000 and $5,000 be implemented and a ban of five years from showing be enforced. Money raised by these fines shall be used to cover the cost of regulation
Sponsored by Carrie W. of PA & Jenni L. of OK
Delegate Visit to Capitol Hill

THE VISIT
You are a very important constituent to your congressional representatives. You come from Iowa - their home state - and reflect Iowan’s attitudes and concerns.

- Be positive.
- Be absolutely honest. Answer all questions candidly and as truthfully as possible. If you do not know an answer, indicate you will find out and write when you get home. Remember all the 4-H members, leaders, and parents that you represent on these visits.
- Be a strong and articulate advocate of 4-H. This is your chance to speak up for Extension and Outreach and the 4-H Program. Thank the staff and congressional representatives for the federal dollars provided for the Extension Service and 4-H.

FOLLOWING THE VISIT
Write thank you emails to each congress person with whom you meet. (They are not allowed to accept gifts.) If you can, stop at your congressional representative’s office at home and report about your visit.

Hints: Since you will be representing 4-H’ers from throughout the United States, appropriate dress is essential. Khaki pants and the CWF polo shirt are required. The polo shirt will be provided by National 4-H. If you want to wear comfortable shoes, bring your good shoes and change before the appointment. Be sure to wear your nametag while meeting with elected officials, but not outside of those meetings. (There will be reminders of this the day before and day of our visits.)

Security and Safety

SECURITY IN WASHINGTON D.C. AREA
The National 4-H Center is located in a residential section of Chevy Chase. The building has 24-hour security and the doors are locked after curfew. Although the area around the Center is generally safe, caution should be exercised whenever leaving the site.

Washington, D.C. has a population of about 600,000 residents with almost 5 million people in the metro area. Just off the main Mall area, there are many street people who try to talk to or sell all sorts of overpriced trinkets to unsuspecting out-of-towners. They are all too aware that tourists are easy targets (especially young tourists who are not “street smart”). While some of these people are just down on their luck, some are also beggars, thieves, or pickpockets. For your safety, do not talk with them, give them money, or even let them know you have a wallet. When tourists are unaccustomed to seeing street people, they sometimes make fun of them or take their photos. Please respect their dignity and privacy; they have feelings like everyone else.

Former CWF delegates and chaperones offer this advice for staying safe on the trip:
- Use a buddy system and always stay in groups of at least four.
- Don’t wear your name tag outside of conference buildings.
- When with the group; do not lag behind where you could accidentally become separated from them.
- Do not go out at night or before dawn, even for a group run.
- Always be aware of your surroundings and use caution on the streets.
- Do not talk with street people or give money to strangers.
- Do not flash money (it could be easily grabbed).
- Pay attention to transactions and count returned change after purchases.
- Keep shopping bags closed and in front of you when walking so no one can remove or add anything.
In order to be prepared for the CWF experience, you need to be aware of some of the current political issues that are on the state’s and the nation’s agenda. In addition, you should be prepared to discuss your own thoughts and viewpoints on those issues. Below is a discussion preparation guide that will be helpful to get your mind moving on political events in our state and our nation. Think critically about each question.

The U.S. Electoral College selects a new president of the United States every four years. In order to win support of the popular vote, the candidates must focus on the major issues such as education, agriculture, health care, Social Security, terrorism, and the United States’ place in a global community. How can a new president’s beliefs on these issues and/or others affect you and your family in Iowa?

If you were a U.S. Senator from Iowa, what would be the first bill you would bring to the Senate floor? What information would you include in your bill? What suggestions or criticisms might other Senators have of your bill?

Senator Grassley, Ernst, or your representative is coming to your town for a listening session. What questions would you raise in order to interest the senators/congressperson in specific issues in your own community? Prepare two specific questions.

**Senator Grassley:**
1. 
2. 

**Senator Ernst:**
1. 
2. 

**Representative:**
1. 
2.
Some websites you may want to investigate for more information are:

- www.senate.gov/
- www.grassley.senate.gov/
- www.house.gov/
- www.ernst.senate.gov/public/
- www.house.gov/content/educate/
- www.extension.iastate.edu/4h/projects/citizenship

**Preparation for CWF**

- Do your Pre-Departure Brain Busting Prep and be prepared to discuss it during the trip.
- Know the following about your elected representatives:
  - Name, political party
  - Length of service in Congress
  - Committee assignments
  - Special interests and priorities
  - Names of top staff members
- Become familiar with the U.S. Constitution, Bill of Rights, and other amendments.
- Identify current issues that have an effect on youth in preparation for discussion.
- Be able to list the three branches of government and their basic functions.

**Capitol Hill Orientation**

Our delegation will travel to Capitol Hill to meet with our senators and congressmen, as their schedules allow. Prior to CWF, learn who your senators and representatives are and write down 2-3 questions to ask them.

A sample question: “Senator, as a member of the agriculture committee, what is your opinion on the growing of alternative crops for renewable fuels?”

**Question 1:**

**Question 2:**

**Question 3:**

**Review your knowledge of 4-H and Extension and Outreach**

- Name of your Extension and Outreach staff members (county & state)
- Information about 4-H in your county and state
- Why 4-H is valuable to you and your community? If 4-H wasn’t there, what would change?
- Why should federal dollars be spent on 4-H?
- How has 4-H made a difference in your life? What life skills would you not know if you were not a member of 4-H?