



Chickasaw County 4-H Record Keeping Awards Application and Evaluation Form For Juniors (4th through 6th Graders)



Record Keeping Evaluation Form

To be completed by Club Leaders or Volunteers

Please complete this form and place on top of your 4-H record keeping forms. Indicate for which awards you are applying. *This application reflects your past year's 4-H work.*

Member's Name: _____

Club: _____ Date: _____

I am applying for the following awards:

- ___ 1st year* record keeping
- ___ 2nd year* record keeping
- ___ Outstanding Junior Record Keeping (MUST include 3 years* of records.)
- ___ Record book Completion

**Please do not include Little Clover years*

Requirements for submitting record books:

- Complete record book in suggested order.
- Submit current year records (may also include up to two previous years' records).
- Livestock project area records must include 4-H animal worksheets to show feed rations, vet care, and cost analysis.
- Submit record books to Extension Office by September 15
- See back of this form for additional information and definition of terms.

Jr. Record Book Completion Check List: (All must be completed)

- _____ Cover page with picture
- _____ Yearly 4-H Summary form
- _____ At least one project record
- _____ Support information for your Yearly Summary and Project Records

Overall Comments:

	Excellent	Good	Needs Improvement	Incomplete
Organization and Appearance				
Record book in suggested order				
Records neatly done				
Proper spelling and grammar				
Cover page complete				
Yearly Summary complete				
Completed at least one project record				
Support information neat and orderly				
Evidence of communications activity				
Evidence of service or leadership activity				
Project: _____				
ART Goals are used: Action, Result, Timetable				
Member shows progress toward meeting goals				
Costs of project shown				
Member reflects how learned skills can be used in the future				
Support material present				
Project: _____				
ART Goals are used: Action, Result, Timetable				
Member shows progress toward meeting goals				
Costs of project shown				
Member reflects how learned skills can be used in the future				
Support materials present				
Project: _____				
ART Goals are used: Action, Result, Timetable				
Member shows progress toward meeting goals				
Costs of project shown				
Member reflects how learned skills can be used in the future				
Support materials present				
Member Recommended for the following awards:				



List of Record Keeping Awards and Definition of Terms



Definition of Terms

Local = your 4-H Club

Area = involves 4-Hers from neighboring counties

County = involves other Chickasaw County 4-Hers

State = involves 4-Hers from all counties in Iowa

A 4-H *Record Book Completion* award - given to a Junior 4-H'er who has completed the 4-H Expected Standards, submitted completed records (4-H Yearly Summary and 1 or more Project Record forms).

A 4-H *Completion* award - given to a Junior 4-H'er who has completed the 4-H year according to Expected Standards.

Citizenship/Service--helping or working for the benefit of others or the community for no pay with goal to benefit someone else.

Citizenship examples:

- ◆ host a meeting
- ◆ lead pledges
- ◆ serve on a committee
- ◆ work with club on community service or fund raising project
- ◆ 4-H'ers for 4-H donation
- ◆ National 4-H Week promotion
- ◆ herdsmanship at the county fair
- ◆ hosting the exhibit building at the fair
- ◆ cleaning show rings and wash racks
- ◆ picking up trash at the fairgrounds
- ◆ pre and post fair clean up
- ◆ work at fund raisers

Project Citizenship examples:

- ◆ help a new 4-H member with a project
- ◆ serve on a committee to plan a community event
- ◆ help others at a workshop related to your project
- ◆ prepare a display for a community event
- ◆ recycle articles related to your project
- ◆ take your project to show people at the elderly care center, day care center, preschool, or library
- ◆ make a donation to charity, care facility, food pantry, or needy family
- ◆ volunteer at a community event related to your project
- ◆ make a gift for someone related to your project
- ◆ care for animals, yard, garden, etc. (or for friends or neighbors while they are away)
- ◆ plant flowers, bake a cake, decorate tray favors
- ◆ volunteer to babysit, make and donate bird feeders

Communication is writing, talking to, or showing others in order to share ideas, knowledge, or skills.

Communications examples:

- ◆ answering roll call
- ◆ club presentations
- ◆ making posters to promote a club fund raiser
- ◆ community service project
- ◆ working exhibit
- ◆ educational presentation
- ◆ share-the-fun act
- ◆ 4-H poster contest
- ◆ speaking part at a 4-H event
- ◆ public service announcements on the radio to promote 4-H

Project Communications examples:

- ◆ any of the county communications examples related to a project area
- ◆ write a report dealing with a project area
- ◆ create a display or poster related to a project area
- ◆ talk about or show your project to a class, non 4-H friends, community club, radio, etc.
- ◆ interview an expert in your project area
- ◆ write 4-H newsletter articles or local newspaper article
- ◆ take photos or make a scrapbook of your project to show others