



Chickasaw County 4-H



Record Keeping Awards Application and Evaluation Form For Little Clovers (K through 3rd Graders)

Please complete this form and place on top of your 4-H record keeping forms.
This application reflects your past year's 4-H work.

Member's Name: _____ Club: _____

I am applying for the following awards (explanations on the back of this form):

_____ *Recognition Certificate for Little Clover Record Keeping Completion*

Requirement for submitting record books:

- Complete record book in suggested order
- Complete and demonstrate competency in at least one project record.
- Livestock project area records must include 4-H market/breeding 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.

Record Keeping Evaluation Form

To be completed by Record Keeping Review Committee

Organization and Appearance	Overall Comments:
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 info neat & orderly	
Evidence of service or leadership activity	
Evidence of communication activity	
Project Records	
ART Goals are used: Action, Result, Timetable	
Costs of project shown	
Member reflects how learned skills can be used in the future	
Support material present	
Member shows progress toward meeting goals	
Member Recommended for following award:	



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

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

Club 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

County Citizenship examples:

- ◆ 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 fundraisers

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 baby-sit, make and donate bird feeders

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

Club Communications examples:

- ◆ answering roll call
- ◆ club presentations
- ◆ making posters to promote a club fund raiser
- ◆ community service project

County Communications examples:

- ◆ 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