

Union County 4-H Youth Development Policy

I. The mission of the 4-H Program in Iowa:

Iowa State University Extension and Outreach Youth and 4-H Program is to Empower youth to reach their full potential through youth adult partnerships and research- based experiences.

II. Union County 4-H Youth Development Program

1. Where by-laws or a constitution exists, the following statement will be included in all charters of 4-H clubs; All youth of 4-H age who are willing to actively participate in a Union County 4-H Club, shall have equal access to the benefits of the 4-H youth programs, regardless of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance program.”
2. Clubs/groups may not vote to see if a youth is eligible to be a member of their club
3. Clubs/groups will collect a fee, not to exceed \$15 of \$30 (\$15.00 covered by Extension Council) in support of the state's yearly fee assessment. No child will be denied membership in the community club program or independent membership due to their inability to pay club dues or the statewide program development fee. If a child's lack of ability to pay fees will create a hardship, please notify the Extension Office. Assistance can be requested from the Iowa 4-H Foundation.
4. All clubs/groups are encouraged to meet on a regular basis throughout the program year.

III. Expectations

1. 4-H'ers and volunteers who participate in 4-H Youth Development sponsored programs will be courteous, responsible and cooperative.
2. Members and volunteers will not distribute, possess or be under the influence of illegal drugs, alcohol or tobacco products while taking part in any 4-H Youth Development activities.
3. Inappropriate behaviors at 4-H events will be dealt with on an individual basis and will involve volunteers, staff, Youth Policy Committee, Extension Council, parents and others as necessary.
4. Consequences may include verbal or written apology, restitution, community service, and restrictions on 4-H activity.

IV. Membership Qualifications

1. Youth wishing to participate in the 4-H community club must have started 4th grade by September 15th of the current year.
2. Youth in Kindergarten through 3rd grade who wish to participate in 4-H should give consideration to joining “Clover Kids”, a 4-H exploratory program.
3. Independent Membership is an opportunity for youth from 4th – 12th grade where an adult mentor guides a 4-H'er in the planning of their 4-H experience. Independent membership provides individual youth access to ISU Extension 4-H programs.
4. In order to be considered a member for the current year, a membership enrollment must have been completed in 4-H Online during the current year.
5. Grade group classifications include Clover Kids (Kindergarten, 1st, 2nd, 3rd grade), Junior (4th, 5th, 6th grade); Intermediate (7th, 8th grade); Senior (9th, 10th, 11th, 12th grade).
6. 4-H members must have recorded that the member annual fee has been paid before exhibiting at the county fair or receiving any type of premium, award, or reward.

V. Membership Responsibilities

1. Exhibitors must have attended at least (4) regular 4-H community club meetings in order to exhibit at the county and/or state fair.
2. Members are encouraged to:
 - a. give a talk, presentation, or other program at a local club meeting
 - b. complete a project according to goal(s) established for the project
 - c. complete a record summary of yearly activities
3. Youth are expected to be sincere, honest and act in sportsmanlike ways at all times. Youth represent the entire program and their behavior reflects on their parents, leaders, club and the entire youth program. All adults involved with the youth program, leaders as well as parents, are expected to set positive examples and serve as positive role models by what they say and do. Any youth who breaks

VI. Volunteer Leaders

1. A volunteer application form, references, screening, and approval by Extension Council are required to be completed before an adult can act in the capacity of a club or project leader. Red flags on background screenings will be taken into consideration by extension council on a case by case basis.
2. All club and project leaders must complete the state volunteer training annually.
3. 4-H relies on its volunteers. At every level 4-H programs are successful to the extent they tap the creativity, nurturing, wisdom and skills of volunteers. Our **general/organizational volunteers** provide overall leadership to club or group organization, overseeing the structure and operation and serving as the club's contact with Extension employees and county volunteers. They involve and coordinate activities of other volunteer roles that support the group. **Project volunteers** meet with youth on a regular basis in a club, special interest, after school, or camping program to assist youth in achieving success in one of the 4-H outcomes. An **activity volunteer** helps conduct club,

county, area or state events involving 4-H members and/or adult 4-H volunteers. A **resource volunteer** helps assist or conduct a short-term, single event or learning experience under the administration of a trained volunteer or staff member. All 4-H volunteers support youth by providing a safe environment for them to feel they belong, develop independence, gain knowledge and skills and demonstrate generosity through service to others.

VII. County 4-H Youth Council

1. Union County 9th-12th grade 4-H members are eligible to apply annually to serve on the County 4-H Youth Council upon selection process.
2. Council members will elect their own officers consisting of but not limited to: President, Vice President, Public Relations and Secretary.

VIII. 4-H Records and Awards

1. Although it is not mandatory, members are strongly urged to keep records for later reference.
2. Members may, but are not required to apply for specific awards. Members may be recommended for awards by leaders or committee members; however, records must be completed and submitted for awards to be received.
3. The awards committee will review and recommend changes to the award program. This committee may also select others to assist with the 4-H awards selection.
4. Record of award selection will be made for all grades.
5. If a member has already won the top award in a class, he/she may not apply or be eligible for the lesser award, but if he/she has won the lesser award, he/she may apply and be eligible for the top award.
6. Number of awards given will be at the discretion of the awards committee.
7. Marie Winkler Leadership Award will be presented to a Senior 4-H member who is at least a Junior in High School.
8. Chris Pokorny Achievement award is to be presented to an outstanding Senior 4-H member showing personal growth and achievement through participation in various 4-H projects and programs.
9. Elsie Hartsook Memorial is to be presented to any 4-H'er enrolled in textiles and clothing project area for recognition of outstanding work in clothing construction.
10. Leroy Winkler award for creativity is to be presented for a project nominated by judges at the county fair. Members whose project was nominated will fill out an application for the award at the time records are being evaluated for the awards event.
11. Mary Clayton Memorial Award will be given to a youth with outstanding work in a sewing project.

IX. Friends of 4-H

1. Friends of 4-H is a group of former 4-H'ers and supporters of 4-H who fundraise to obtain additional funds for the Union County 4-H program. Programs that they support are: senior scholarships, trophies for the county fair, financial assistance for summer camps, conferences and 4-H enrollment fees, the Union County Clover Kids program, record book awards, and many other programs and events that relate to Union County 4-H.

X. Out of County Events

1. Members may apply to attend out of county events with a portion of the cost of the event trip being covered by Friends of 4-H. Application must be made for those funds and will be given only at the discretion of the Friends of 4-H board as funds are available.
2. 4-H members may apply for funds only once per 4-H year (October through September).

XI. Fashion Review and Clothing Selection

The Senior winners of the county contest will represent Union County at the state fair with necessary fees paid by the county.

XII. Educational Presentations & Working Exhibits at the County Level

1. Every club is encouraged to have members participate in county contests.
2. Members of a team need not be from the same 4-H club.
3. Divisions will be made according to the grade divisions of the 4-H organization.

XIII. County Fair

1. All eligible members are encouraged to exhibit at the county fair. Note: Rules and regulations specific to each project area are listed in the county fair book published each year.
2. Clover Kids members will participate in a non-competitive atmosphere with evaluation of their projects based on participation rather than quality of the project. The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and marital or family status. (Not all prohibited bases apply to all programs.) Many materials can be made available in alternative formats for ADA clients. To file a complaint of discrimination, write USDA, Office of Civil Rights, Room 326-W, Whitten Building, 14th and Independence Avenue, SW, Washington, DC 20250-9410 or call 202-720-5964.
3. Clover Kids may not exhibit market beef, breeding heifers, feeder calves, dairy, swine, sheep, or horses. 3rd grade Clover Kids member may exhibit bucket-bottle calves, bucket-bottle lambs, or bucket-bottle goats on a non-competitive basis.
4. Exhibitors must have attended at least (4) regular 4-H community club meetings in order to exhibit at the county fair.
5. The Extension Council and Staff in cooperation with volunteers will determine eligibility if any question arises that is not addressed in this statement: The Union County Extension Council and Staff reserves the

right and discretion to reject any entry submitted by or disqualify an exhibitor from competition if he/she has been disqualified from competition in any other livestock show, exposition or fair, or has had a premium withheld or withdrawn by any other show, exposition, or fair, for any reason, including, but not limited to, rules infraction, misrepresentation, or fraud.

XIV. 4-H & FFA Protest and Appeals

1. Any 4-H & FFA protest, verified in writing with names or witnesses, given reason for protest may be filed with the Union County Extension staff or department committee member during day of judging with a \$20.00 deposit, which shall be forfeited if protest is not proven.
2. No statement or complaint of incompetence of the judges will be considered.
3. All matters of question or difference not included in these rules shall be deferred to the 4-H Executive Board whose decision shall be final.
4. The 4-H Executive Board shall consist of (1) Extension Council Member, (1) Union County Extension Staff, (2) Non-Interested Department Committee Members, and FFA Advisor, if applicable.

XV. Club Financial Auditing

1. All club Treasurer's Records, Fundraiser Financial Reports and Secretary Records must be turned into the extension office by October 1st to be audited by a neutral person outside of extension.

Items to be turned in by October 1st include but are not limited to:

- Signature Card
- Statements from October through September
- Checkbook, treasurer's records
- Receipts for expenditures and incomes (or Fundraiser Financial Report)
- Monthly Treasurer's Report and annual Treasurer's Report
- Secretary's minutes from each club meeting
- Any additional, appropriate records

Refer to "Financial Guidelines for Iowa 4-H Clubs and Groups" here:

<http://www.extension.iastate.edu/4h/programs/4hclubs> .