



Iowa 4-H Youth Development Request for Approval to Establish an Iowa 4-H Youth Learning Community (4-H Club/Group)

Chartering is the process by which Iowa State University Extension and Outreach recognizes a group as belonging to Iowa 4-H Youth Development and grants it authority to use the 4-H name and emblem as long as its goal is to provide a positive, experiential and educational opportunity for and with the group's members.

INSTRUCTIONS: To apply for a 4-H charter, the organizational leader of a potential 4-H group must submit this form to the 4-H staff in the county Extension office. Groups meeting the following minimum requirements will be granted a provisional charter.

The undersigned certifies the following group will:

- Be open to all without regard to race, color, national origin, sex, sexual identity, religion, age, height, weight, disability, political beliefs, sexual orientation, marital status, family status or veteran status.
- Provide a welcoming and safe environment to all members.
- Agree to follow state and county 4-H policies and procedures, and state and national 4-H guidelines for using the 4-H name and emblem.
- Have at least 5 members from 3 or more families.
- Have a volunteer leader who has successfully completed the Iowa State University Extension and Outreach Volunteer Screening Processes.
- Have a Volunteer Leader who has completed New Volunteer Training.
- Be appropriately structured, with leadership opportunities for youth.
- Have a calendar of planned educational programs and activities.
- Must complete and submit [4-H Club Partnership Agreement](#), comply with Extension District Financial Policies for 4-H clubs and [appropriate use of 4-H club funds](#).
- In the case of group dissolution, comply with all dissolution processes.

Proposed group name: _____

Type of 4-H Learning Community: _____
(e.g., General Club, STEM Club, Healthy Living, General Clover Kids, Afterschool Clover Kids)

Meeting location: _____

Day, time and frequency of meetings: _____

Group's purpose (X all that apply)

- Find and carry out ideas to help people in our community
- Learn more about _____
- To explore interest areas and careers through different learning activities
- Develop members' leadership skills
- Other _____

Name of volunteer leader in charge of the group: _____
(printed name)

Phone number: _____ **Email:** _____

My signature below indicates I have read and agree to these provisions.

_____ **Date:** _____

For 4-H Office Use Only

Based on the information above, this group meets the requirements to be eligible for a Provisional 4-H charter and is authorized to use the 4-H name and emblem in connection with its program and activities and is considered an official 4-H unit of Iowa State University Extension and Outreach. Upload this completed form to the 4HOnline Club Profile.

_____ **Date:** _____
County 4-H Extension and Outreach Staff Signature

_____ **Date:** _____
Youth Program Specialist Signature

<https://nifa.usda.gov/sites/default/files/resource/4-H-Charter-Fact-Sheet.pdf>