

What to submit to the Extension Office by October 2, 2023

Checklist:

- _____ 1. **Any record books being considered for county pins and trophies (top 3 in each area)**
- _____ 2. **Outstanding Club Form**
- _____ 3. **Nomination Form for special awards**
- _____ 4. **Awards Summary for Leaders**
- _____ 5. **Historian Book** (with secretary report, treasurer report, reporter report, etc.)

**There is a club evaluation for you to use when judging your record books at the club level. The evaluation follows the record book rubric. Please follow the guidelines for the maximum number of books that can be submitted.

Judging hints and tips:

Record books are evaluated on the following criteria –

1. Goals

- Has the member included how, when, and why of goal?
- Is the goal age appropriate?
- Does the 4-H'er show initiative?

2. Learning Involved

- Has the 4-H'er shown growth in the project area?
- Is growth evident throughout the entire book? (if applicable)
- Has the 4-H'er expanded their project knowledge by sharing with others?

3. Leadership, Citizenship, Communication Skills

- Does the 4-H'er show leadership and/or citizenship skills within their project area?
- Does the 4-H'er have communication projects related to the area (i.e. presentations, clinics, etc)

