WOODBURY COUNTY RECORD KEEPING PROJECT AWARD GUIDELINES - GRADES 4-8

These awards are divided into three categories: **Green**, **Blue** and **Purple**. Listed below are the minimum requirements for project awards for 4-H members in grades 4<sup>th</sup> – 8<sup>th</sup>. For information on what is required, see the Award Rubric at: http://www.extension.iastate.edu/woodbury/4h

The award application can be up to 4 pages of the requirements listed below with an additional 2 pages or less of support materials (resume and/or photos). Recognition Team and other individuals will read through your application and award your application(s) with a green, blue or purple.

<table>
<thead>
<tr>
<th>BASIC REQUIREMENTS</th>
<th>MINIMUM REQUIREMENTS BY LEVEL</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Green</td>
</tr>
<tr>
<td>1. Must participate in club and county activities.</td>
<td>1 Club or 1 County</td>
</tr>
<tr>
<td>2. State your project goal(s) for specific award area. The goal contains an action (how), the result (what) and timetable (when). Example: I want to train my 4-H calf to lead by fair time.</td>
<td>Required</td>
</tr>
<tr>
<td>3. What have you learned in this project area?</td>
<td>Required</td>
</tr>
<tr>
<td>4. Write and explain about a citizenship activity(s) that you participated in with your club or as an individual (Examples: help set up/take down the meeting room, helped at the fair, made gifts for Senior Citizens, clean up the fair or road ditch, participated in a food drive).</td>
<td>Required</td>
</tr>
<tr>
<td>5. Write and explain about a leadership activity(s) that you did in your club (Examples: held an office, served on a committee, helped with a fundraiser, led the 4-H pledge, helped a 4-H’er with their project, made and brought treats to meeting, gave your idea at a meeting).</td>
<td>Required</td>
</tr>
<tr>
<td>6. List communications activity or activities. (Examples: gave a talk at your club about your project, visited with a judge about your project, made a poster about your project, displayed your project at school, took pictures and shared with club, gave a presentation).</td>
<td>Required</td>
</tr>
</tbody>
</table>
WOODBURY COUNTY RECORD KEEPING PROJECT AWARD GUIDELINES for Grades 9-12

These awards are divided into three categories: **Bronze, Silver, and Gold**. Listed below are the minimum requirements for project awards for 4-H members in grades 9th – 12th. For information on what is required, see the Award Rubric at: [http://www.extension.iastate.edu/woodbury/4h](http://www.extension.iastate.edu/woodbury/4h)

The award application can be up to 4 pages of the requirements listed below with an additional 2 pages or less of support materials (resume and/or photos). Recognition Team and other individuals will read through your application and award your application(s) with a bronze, silver or gold.

<table>
<thead>
<tr>
<th>BASIC REQUIREMENTS</th>
<th>MINIMUM REQUIREMENTS BY LEVEL</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Bronze</td>
</tr>
<tr>
<td>1. Must participate in two club and two county activities.</td>
<td>Required</td>
</tr>
<tr>
<td>2. Clearly state your measurable project goal(s) for specific award areas.</td>
<td>Required</td>
</tr>
<tr>
<td>3. What have you learned in this project area?</td>
<td>Required</td>
</tr>
<tr>
<td>4. Citizenship Requirements – Explain your role in citizenship activity(s). These activities can be done within your club, community, country or world.</td>
<td>Required</td>
</tr>
<tr>
<td>5. Leadership Requirements – Explain your role in a leadership activity(s). These activities can be done within your club, community, country or world.</td>
<td>Required</td>
</tr>
<tr>
<td>6. List your communication activities. These activities can be done within your club, community, country or world.</td>
<td>Required</td>
</tr>
</tbody>
</table>

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<table>
<thead>
<tr>
<th></th>
<th>3</th>
<th>2</th>
<th>1</th>
<th>0</th>
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</thead>
<tbody>
<tr>
<td><strong>Club and County</strong></td>
<td>• Participates in 2 Club and 2 County events</td>
<td>• Participates in 1 Club and 1 County events</td>
<td>• Participates in 1 Club or 1 County event</td>
<td>• Does not meet criteria</td>
</tr>
<tr>
<td><strong>Activities</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Experiences/Know</strong></td>
<td>• Detailed description of what was learned.</td>
<td>• Limited description of what was learned.</td>
<td>• Description of experiences but not what was learned.</td>
<td>• Does not meet criteria</td>
</tr>
<tr>
<td><strong>ledge in Project</strong></td>
<td></td>
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<td></td>
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<tr>
<td><strong>Area</strong></td>
<td></td>
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<td></td>
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<tr>
<td><strong>Goals</strong></td>
<td>• Goals include how, what and when.</td>
<td>• Goals what will be done and when.</td>
<td>• Goals only include what will be done.</td>
<td>• Does not meet criteria</td>
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<tr>
<td><strong>Leadership</strong></td>
<td>• 4-H’er is elected or volunteers for leadership responsibility and</td>
<td>• 4-H’er has a limited explanation of his/her role of leadership</td>
<td>• Leadership is listed but not elaborated on</td>
<td>• Does not meet criteria</td>
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<tr>
<td></td>
<td>explains his/her role of leadership in that activity (s).</td>
<td>in activity (s).</td>
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<tr>
<td><strong>Citizenship</strong></td>
<td>• 4-H’er participates in citizenship activities his/her role in the</td>
<td>• 4-H’er has a limited explanation of his/her role of citizenship</td>
<td>• Citizenship is listed but not elaborated on</td>
<td>• Does not meet criteria</td>
</tr>
<tr>
<td></td>
<td>citizenship activity (s)</td>
<td>in activity (s).</td>
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<tr>
<td><strong>Communications</strong></td>
<td>• Evidence of communications in the club and beyond.</td>
<td>• Evidence of communication activities in the club.</td>
<td>• Evidence of communication activities.</td>
<td>• Does not meet criteria</td>
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<tr>
<td><strong>Organization and</strong></td>
<td>• Well organized</td>
<td>• Fairly well organized</td>
<td>• Better organization needed</td>
<td>• Does not meet criteria</td>
</tr>
<tr>
<td><strong>Design of Materials</strong></td>
<td>• Easy to find required elements</td>
<td>• Needed to hunt to find some required elements</td>
<td>• Many grammatical errors</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• 1-2 grammatical errors</td>
<td>• 3 or more grammatical errors</td>
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</tbody>
</table>

**Points:**
16-21 Purple
12-15 Blue
0-11 Green
<table>
<thead>
<tr>
<th></th>
<th>3</th>
<th>2</th>
<th>1</th>
<th>0</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Club and County Activities</strong></td>
<td>• Participates in 2 Club and 2 County events</td>
<td>• Participates in 1 Club and 1 County events</td>
<td>• Participates in 1 Club or 1 County event</td>
<td>• Does not meet criteria</td>
</tr>
<tr>
<td><strong>Experiences/ Knowledge in Project Area</strong></td>
<td>• Detailed description of experiences gained</td>
<td>• Limited description of experiences and knowledge gained</td>
<td>• Description of experiences but not knowledge gained</td>
<td>• Does not meet criteria</td>
</tr>
<tr>
<td><strong>Goals</strong></td>
<td>• Goals are clearly stated and contain an action, the result, and timetable.</td>
<td>• Goals are clearly stated and measurable.</td>
<td>• Goals are stated but not measurable.</td>
<td>• Does not meet criteria</td>
</tr>
<tr>
<td><strong>Leadership</strong></td>
<td>• 4-H’er is elected or volunteers for leadership responsibility and explains his/her role of leadership in that activity • Member takes part in 1 self-determined/planned leadership role</td>
<td>• 4-H’er is elected or volunteers for leadership responsibility and explains his/her role of leadership in that activity</td>
<td>• Leadership is listed but not elaborated on</td>
<td>• Does not meet criteria</td>
</tr>
<tr>
<td><strong>Citizenship</strong></td>
<td>• 4-H’er participates in citizenship activities that are designed by others and explains his/her role in the citizenship activity • 4-Her takes part in 1 self-determined/planned citizenship role</td>
<td>• 4-H’er participates only in citizenship activities that are designed by others and explains his/her role in the citizenship activity</td>
<td>• Citizenship is listed but not elaborated on</td>
<td>• Does not meet criteria</td>
</tr>
<tr>
<td><strong>Communications</strong></td>
<td>• Evidence communication activities in the club, county and community.</td>
<td>• Evidence of communication activities in the club and county (fair).</td>
<td>• Evidence of communication activities in the club.</td>
<td>• Does not meet criteria</td>
</tr>
<tr>
<td><strong>Organization and Design of Materials</strong></td>
<td>• Well organized • Easy to find required elements • 1-2 grammatical errors</td>
<td>• Fairly well organized • Needed to hunt to find some required elements • 3 or more grammatical errors</td>
<td>• Better organization needed • Many grammatical errors</td>
<td>• Does not meet criteria</td>
</tr>
</tbody>
</table>

Points:
- 16-21 gold
- 12-15 silver
- 0-11 bronze
4-H Application Cover Form
For Project Awards

You will need one cover form for each application

Name __________________________ Current Grade _____ Age ____
Address ___________________________ State_____   Zip _________
4-H Club/Independent 4-H’er _____________________________ Years in 4-H Program ____
Phone _____________________ Parent/Guardians Names _________________________

Please answer the following questions:
     Yes     □ No  Is this the first year you have applied for project awards?
     Yes     □ No  If you have received 4-H project awards, is your metal award plaque filled?
     Yes     □ No  Are you interested in receiving information on area/state awards?

* 4-H Project Award Information
***Project Award : __________________________
* Awards: Green, Blue, Purple for 4th – 8th grade or Bronze, Silver or Gold for 9th – 12th grades

**For Special Awards (4-H’ers in 10, 11, or 12 grades)
Special Award: __________________________
(list special award)

* 4-H Project Awards for 4-H’ers in 4th – 12th grades can apply for:
• Green, Blue or Purple awards for 4-H’ers in 4 - 8th grades
• Bronze, Silver or Gold awards for 4-H’ers in 9th – 12th grades
4-H’ers will receive a metal award plaque and project award disks to put on their award plaque

** Special Awards for 4-H’ers in 10th – 12th grades
(Detailed information available at: at: http://www.extension.iastate.edu/woodbury/4h):
• Project Achievement Awards (must be in grades 10, 11 or 12)
• Achievement (must be grades 11 or 12 and Ak-Sar-Ben (one older youth who has exhibited at Ak-Sar-Ben)
• Danforth (must be in grade 11)
• Merit (must be in grades 11 or 12)
• Outstanding Graduated Senior (must be in grade 12)
4-H’ers may be interviewed for Special Awards. 4-H’ers who receive a Special Award will receive a 4-H Award Plaque with their name and award on the plaque

*** Project Areas
Listed below are different project awards. A 4-H’er may have their own sheep herd project and would like to receive an award in Sheep – Breeding or Market. Or under Science, Technology, Engineering & Mechanics – could be aerospace, computers, earth & climate, robotics, etc. For a listing of project area go to the Iowa 4-H Website: http://www.extension.iastate.edu/4h/projects/ each of those project hot sheets will also list citizenship and leadership opportunities to help you with your award application. An explanation of these awards can be found on the Iowa 4-H website located at: http://www.extension.iastate.edu/4h/page/recognition-opportunities

Beef
Child Development
Citizenship
Clothing
Communication
Consumer Management
Crop Production
Dairy Cattle
Dairy Goats
Dog
Environment & Sustainability
Food & Nutrition
Goats (Meat)
Health
Home Improvement
Horse/Pony
Horticulture
Leadership
Mechanics
Music
Outdoor Adventure
Pets (birds, cat, fish, hamster, etc.)
Photography
Poultry
Rabbit
Self - Determined
Science, Technology, Engineering & Mechanics
Sewing & Needle Arts
Sheep
Shooting Sports
Swine
Veterinary Science
Visual Art
Woodworking

See back of this cover form for answers to your questions on applying for 4-H Project Awards & Special Awards.
Answers to your questions on applying for 4-H Project Awards & Special Awards

Why Apply for 4-H Project Awards?

- Tells others what you have done in 4-H
- Helps with scholarship applications
- Adds to your job resume
- Receive Recognition

4-H’ers in 10 – 12 grades may apply for Special County Awards - the grades for the awards are different for each award (or see the front of this form).

- Project Achievement Awards (4-H’er must have received a gold award in the project area.)
- Achievement
- Ak-Sar-Ben
- Danforth
- Merit
- Outstanding Graduated Senior

Requirements:
Check Special County project Awards located on the Woodbury County 4-H Website located: http://www.extension.iastate.edu/woodbury/4h

Interviews will be held for these awards.

How to apply for 4-H Project Awards?

- Complete Application: Up to 4 pages (either typed or written*) and up to two pages of support material (resume and/or photos)
- Attach the 4-H Project Award Cover Form
- Each application must be stapled in upper left corner and submitted in a paper folder – with your name, club and grade on outside of folder

*Don’t like to write? Prepare a 10 minute audio or video.

How to Prepare your 4-H Award Application?

Your application can be up to 4 pages and up to two pages of support material (resume and/or photos). Do not count the application cover form.

Look at Project Award Guidelines – those guidelines will tell you what is required and the 4-H Award Rubric located at: http://www.extension.iastate.edu/woodbury/4h will let 4-H’ers know how the award application(s) are judged.

Your application should include:

- Introducing yourself and tell something about yourself
- Write about your project area
- What were some new ideas you learned in your project area?
- How did you share what you learned with other people (this could include with your club, your school, your church or community)
- Include your measurable goals, plans and what you want to do in the future in your project area – check the guidelines on how many goals are required
- Write about any Leadership you did in your project; like planning a workshop can include activities done within your local club, county and/or community
- Write about any Citizenship you may have done in your project
- What was the communication involved in your project; did you give a talk, make a poster or present a workshop?
- How have you personally grown from learning about your project?
- How did you feel about your project or are there things you would change – evaluate yourself and what you would do differently
- Write about other citizenship, leadership, citizenship and other 4-H events or activities you did.
- Include pictures to help tell your story.
- For additional help, check out the Project Hot Sheets for your project area at: http://www.extension.iastate.edu/4h/page/4-h-project-hot-sheets

The Hot Sheets will give ideas on projects, citizenship, leadership & communications.
**Project Achievement**

One available in each project area where there has been continued high interest and accomplishment over the years by a senior member.

- Must be in grades 10, 11, or 12.
- Carried project a minimum of 3 years.
- Evidence of leadership and communications e.g. presentations, workshops.
- Documented citizenship, sharing knowledge gained.
- Evidence in growth in project area.
- Must have received project award at the gold level to be eligible to apply for Achievement in the following year.

**Project Achievement Award Judging Criteria.** *4-H’er will also have a face to face interview.*

**Experiences/Knowledge is Project Area:**
- Very detailed descriptions of gained experiences.
- Definite focus on what was learned throughout all years in the project area

**Goals:**
- Goals are clearly stated and include the action, result and timetable.
- Goals are written to push the 4-Her to new learning.

**Leadership:**
- 4-Her is elected or volunteers for leadership responsibility and explains his/her role of leadership in that activity.
- Member takes part in 1 self-determined/planned leadership role.
- Member has an understanding of the qualities of a leader and can clearly explain.

**Citizenship:**
- 4-Her is elected or volunteers for citizenship responsibility and explains his/her role of citizenship in that activity.
- Member takes part in 1 self-determined/planned citizenship role.
- Member has an understanding of the qualities of a citizen and can clearly explain.

**Communications:**
- Communication activities demonstrate the 4-Her’s knowledge of project
- 4-Her expresses the importance of communication within the project area

**Organization and Design of materials**
- Well organized
- Easy to find required elements
- No grammatical/spelling errors

**Special Awards continue...**
Achievement
Given to four older Senior members whose records show excellence in a wide variety of projects and activities. 4-H'er will have a face to face interview.

- Must be in grades 11 or 12.
- Minimum of six project areas carried at least 4 years.
- Evidence of leadership, communications, and citizenship in project area or 4-H work e.g. County Council, 4-H Promotion, club officer, State participation e.g. State Council, State Conference.
- Preference given to those 4-H'ers who are active outside local club e.g. county level, working with other area clubs.
- Evidence of exhibiting in a variety of project areas.
- Award will be based on application submitted and interview.

Merit
Given to older senior members whose records reflect personal growth, competency in project work and unselfish service to others. 4-H'er will have a face to face interview.

- Must be in grades 11 or 12.
- Limited to 10% of total Junior and Senior high school members.
- Evidence of leadership, communications, and citizenship in some areas on the local club level.

Danforth
Given to two overall outstanding High School Junior members. 4-H'er will have a face to face interview. This award is based on the following criteria:

- Personal Integrity
- Balanced Living
- Academic Achievements
- Athletic of Physical Activities
- School or Community Involvement
- Motivation for leadership
- Leadership qualities and activities
- Award presented based on application and interview.

Ak-Sar-Ben
Given to one older member making significant progress toward maturity through service for the advancement of the 4-H program, and who also has previously exhibited at the AK-SAR-BEN show. 4-H'er will have a face to face interview.

Outstanding Graduating Senior
Given to two - four outstanding Graduated Senior 4-H'ers. This award represents the highest award that a 4-H’er can achieve in Woodbury County 4-H Club work. 4-H'er will have a face to face interview.

- Must be graduating senior.
- Preference given to those who are active beyond the local club level.
- Must exhibit evidence of leadership, citizenship, and communications on a variety of levels.
- Award presented based on application and interview.

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