

Club Seal Application

4-H Year: _____

Due to Extension Office by _____

Club: _____

President: _____

Vice-President: _____

Secretary: _____

Treasurer: _____

Reporter: _____

Recreation Leader: _____

Song Leader: _____

Historian: _____

By signing this form, we verify that this information is correct.

Club Leader

Date: _____

Club Leader

Date: _____

Club Leader

Date: _____

Please keep this sheet attached to the front of your seal application form!

4-H Club Summary Report

A charter and seals are provided as recognition for 4-H Clubs.

A charter signed by the State 4-H Leader, the Director of Extension and the president of Kansas State University, is given to a 4-H Club soon after the group is organized. This charter is kept as long as the club is in existence. When a 4-H Club disbands, the charter is to be taken to the County / District Extension Office. It will then be sent to the State 4-H Office. Any money remaining in a disbanded 4-H club's treasury will be deposited into the District 4-H Council's treasury.

A seal is awarded to a 4-H Club each participation year requirements for a seal are met. The seals, ranked in ascending order of difficulty, are: white, red, blue, and purple. Your 4-H Club may try for any seal without regard to the seals previously received. If a club does not meet all club requirements then a participation seal is awarded for that year

As a requirement is met, place an "X" in the space provided and give the information requested. Check frequently throughout the year to avoid missing any requirements for the seal your club is working for.

Use the club officers or a committee of 4-H'ers to assist you checking the requirements during the year and to fill out the "4-H Club Summary Report" at the close of the 4-H year.



New Clubs Only--

Charter

- _____ Enroll five or more 4-H members between ages 7 and 19 in the club.
- _____ Have adult Organizational Leader(s) and Volunteers who have current on Registered Volunteer status.
- _____ Organize a club with the following officers: President, Vice-President, Secretary, Treasurer (or secretary-treasurer).
- _____ Prepare a tentative program for the remaining months in the 4-H year after organization.



Annual Club Requirements

Six basic requirements out of the following seven must be met before considering additional requirements for seals. Check those chosen.

- A. Conduct at least 10 regular business monthly meetings.
- B. Prepare a tentative program for each month in the 4-H year and provide a copy for each family represented in club and one for the Extension Office.

- C. 4-H members exhibiting at the County Fair.

Number of 4-H members _____ Number of exhibits _____

- D. Have an official representative at a majority of 4-H Council meetings (official representatives include four elected / appointed 4-H members, two alternates, and two Organizational Leaders).

Dates/Representative(s) _____

- E. **50% of club membership** completed and turned in record books or Project Record Forms to Organizational Leader(s).

Membership as of September 1, current year _____ Books completed _____

- F. Have a 4-H promotion activity such as a banner, window display, community display, etc.

Date _____ Location _____

- G. Complete the Secretary's Record Book and Treasurer's Book as soon as possible and turn them in with record books. The leader will take or send the Secretary, Treasurer and Reporter notebooks to the Extension Office

Club Seal Key:

- ❖ *Participation:* Any club that submits the Club Summary and does not complete the requirements for the seals mentioned below.

The seals below must have 6 of the 7 requirements A **thru** G of the “Annual Club Requirements” Section plus:

- ❖ *White:* : Complete 5 requirements from numbers 1 thru 45 under “Additional Club Requirements.”
- ❖ *Red:* Complete 8 requirements from numbers 1 thru 45 under “Additional Club Requirements.”
- ❖ *Blue:* : Complete 15 requirements from numbers 1 thru 45 under “Additional Club Requirements.”
- ❖ *Purple:* : Complete 23 requirements from numbers 1 thru 45 under “Additional Club Requirements.”

Additional Club Requirements

_____ 1. Club recognizes 4-H Sponsors for their contributions.

Sponsor _____ When _____ How _____

_____ 2. Club participates in club project (describe project / activities). A club project could be, but not limited to, community service activities, something the club wants to learn more about, etc. It is something that the club does together as a group.

_____ 3. **50% of club membership** attend Club / County achievement event.

_____ 4. Have a second promotional activity displaying some phase of 4-H work. (not to duplicate “F” above).

Date _____ Location _____

_____ 5. Club participates in a fair activity such as set-up, clean-up, building monitor, bake sale, etc. (does not include exhibits).

Activity _____

_____ 6. **50% of club membership** participating in 4-H Council fundraising event(s).

Fundraiser(s) _____ # Participating _____

_____ 7. **25% or more of club membership** give presentations (excluding musical talent) at County 4-H Club Day.

Event _____ Member(s) _____

Event _____ Member(s) _____

Event _____ Member(s) _____

Event _____ Member(s) _____

Event _____ Member(s) _____

Event _____ Member(s) _____

_____ 8. Club participate in Model Meeting, Club Skit, Club Chorus Competition (does not include extemporaneous).

Team / Member(s) _____

_____ 9. 4-H members provide leadership for fair; serving as superintendent or assistant.

4-H Division _____ Name(s) _____

4-H Division _____ Name(s) _____

4-H Division _____ Name(s) _____

4-H Division _____ Name(s) _____

_____ 10. Two or more new members enrolled for the club during the year. List:

1. _____ 4. _____

2. _____ 5. _____

3. _____ 6. _____

_____ 11. Club participates in a community service project (Youth Service Day, Food Bank, etc.---must be different activity if club project is community service-#2).

Project _____ Date _____

_____ 12. Conduct a club tour. Not to duplicate #2. Date _____

_____ 13. Club conduct 4-H Sunday with Fellowship service or attend Church service.

Describe activity _____

_____ 14. Club contributed to the Cancer Fund, Heart Fund, March of Dimes, Salvation Army, or similar charitable organization.

Date _____ Amount _____

_____ 15. 4-Hers participate in a club, county (Heart of Kansas 4-H Camp), or state camp, includes Discovery Days, Campference, Northwest Area Trip. List names:

_____ 16. Club participate in an exchange activity with different 4-H Club during current 4-H year (meeting, party, etc).

Date _____ Activity _____ Club _____

_____ 17. Club contributed to Kansas 4-H Foundation.

Date _____ Amount _____

_____ 18. **25% of club membership** enrolled in Leadership. Enrollment _____

_____ 19. 75% of club membership complete and turn in record books to Organizational Leader(s).

Membership as of September 1 _____ Books _____

_____ 20. At least one 4-H member serve as camp counselor for HOK 4-H Camp, Day Camp, 4-H Fun Day, or Discovery Days CREW Member.

Camp _____ Member(s) _____

Camp _____ Member(s) _____

_____ 21. Project Records (formally KAPs) completed for **20% of club membership total** (i.e.:10 members = 2 Project Records).

Project Area Member(s)_____

Project Area Member(s)_____

Project Area Member(s)_____

Project Area Member(s)_____

_____ 22. Club Leadership have completed status in Volunteer Screening process. (Leaders listed on Midway District records as Club Leaders)

_____ 23. Club member(s) participate in non-competitive event.

Member(s)_____ Event_____

_____ 24. Members or club participate in a County event. Not to duplicate #5.

Activity_____

_____ 25. **25% or more of club members** participate in a County, Area or State Judging Contest or School (FCS, Livestock, Dairy, Horse, Horticulture, etc).

Contest/School Date Member(s)_____

Contest/School Date Member(s)_____

Contest/School Date Member(s)_____

_____ 26. 4-H member(s) participate in out of County Invitational Show(s)/Contest(s). (dog, rabbit, horse, horticulture, etc.)

Contest_____ Member(s)_____

_____ 27. Member(s) present a 4-H promotional speech at another organization such as Lions Club, school, church, etc.

Organization_____ Member(s)_____

_____ 28. 4-H member(s) participate as an exchange delegate & host for mini or interstate exchange.

Member(s)_____ Exchange_____

_____ 29. Member(s) or Adult(s) serving on State Action Team Committee.

Committee _____ Name _____

Committee _____ Name _____

_____ 30. 4-H member(s) exhibiting at the Kansas State Fair.

Project Area _____ Member(s) _____

Project Area _____ Member(s) _____

Project Area _____ Member(s) _____

_____ 31. Club member(s) named to State Judging Team, Quiz Bowl Team, or Skill-a-thon Team.

Team _____ Member(s) _____

_____ 32. 4-H Club member(s) attend Ambassador training, Kansas Youth Leadership Forum, Citizenship in Action, State Dog Conference, Horse Panorama or other State 4-H Youth Conference.

Event _____ Member(s) _____

Event _____ Member(s) _____

Event _____ Member(s) _____

_____ 33. 4-H member(s) attend Citizenship Washington Focus, Kansas City 4-H Global Summit, National 4-H Congress, National 4-H Conference, or other National 4-H Youth Conference.

Event _____ Member(s) _____

_____ 34. 4-H member(s) participate as a host or an exchange delegate for International exchange (LABO, IFYE).

Member(s) _____

_____ 35. Provide for the local paper or Extension newsletter at least one feature story promoting 4-H club work. (attach submitted story)

_____ 36. Eight or more news stories submitted to the local newspaper concerning regular club meetings. (check reporter's book)

_____ 37. Have 4-Hers participate in the Kansas State Fair in ways other than exhibiting project work, including, but not limited to: demonstrations and illustrated talks; mini-style show; mini-talent show; judging contests; act as hosts, etc.

Event _____ Member(s) _____

Event _____ Member(s) _____

Event _____ Member(s) _____

_____ 38. Junior project leaders assist project leaders at two or more project meetings.

Project _____ Member _____

Project _____ Member _____

Project _____ Member _____

_____ 39. Provide junior leader assistance at other county events such as club day, style revue, judging contests, county fair. Not to duplicate #9.

Event _____ Member(s) _____

Event _____ Member(s) _____

Event _____ Member(s) _____

_____ 40. Take an educational one-day trip or tour. Not to duplicate #2.

Place _____ Date _____

_____ 41. Cooperate with Extension Agent or 4-H representative in organizing a new 4-H club or group.

_____ 42. Adult representative and/or junior leaders sent to assist with record book judging.

_____ 43. 4-Hers/leaders participated in one or more local events to promote 4-H.

Place _____ Date _____

_____ 44. 4-Hers participate or worked at Regional 4-H Day.

Event _____ Member(s) _____

Event _____ Member(s) _____

Event _____ Member(s) _____

_____ 45. Club members participate in two or more sections of the county 4-H day other than events that include entire club.

Member _____ Events _____

Member _____ Events _____

Member _____ Events _____