



Sonoma County 4-H Project Outline and Member Agreement

Program year:	2023-2024
4-H Club:	Independence 4-H Club
Project name:	Record Book

PROJECT LEADERS

Project Leader	Maria Casey	Contact	707-888-5742
Project Leader		Contact	
Youth Jr/Teen Leader	Abigail Casey	Contact	707-888-5742

EXPECTATIONS

The project meeting dates and times will be:	TBD
Members are required to attend this percentage of project meetings to complete the project:	X% (# meetings) 100% (4 meetings)
This project will begin: This project will end:	One meeting in Nov and then one each March, April, May
A record of meeting attendance will be kept by:	Abigail
The project goals will be:	For Members to submit record books to County
We will focus on the following learning objectives:	How to record activities and identify Sparks
Each member will need these specific supplies, materials, or equipment for this project:	No supplies
Our community service activity will be:	TBD, but we will have one
We will handle the project recordkeeping by:	
When members complete these requirements, their Annual Project Report form will be signed:	Maria Casey or Felecia Pederson
The estimated cost to participate will be:	\$0
The expenses for this project will be paid by:	N/A
Additional activities members will be encouraged to participate in will include:	Youth will be encouraged to submit aa record book to the county
Members should bring the following to each meeting:	Open mind
Members must follow these safety practices at each meeting:	Please stay home if not feeling well.

Field trips may include:	(optional)
Approved methods for making-up a meeting:	Yes. If there is a need for making-up a meeting. Youth will be provided the information to be able to complete the work at home
In order to show at the Sonoma Town and County Fair, you must own your animal by this date:	n/a
Other requirements to show at the Sonoma Town and Country Fair include:	n/a

I have read the above project requirements and outline, and have understood what I need to do in order to successfully complete the project. I understand that it is my responsibility to abide by the project requirements, and failure to fulfill them might lead to an incompleteness of the project.

Date			
Youth Member Name		Youth Member Signature	
Parent Name		Parent Signature	
Project Leader Name		Project Leader Signature	

Relevant 4-H Policies and Procedures

- Project Completion:
 - Must be a member in good standing (completed 4-H enrollment, be in at least 1 project, & comply with the 4-H Code of Conduct).
 - Complete a minimum of six hours of project instruction (or more as required by the project leader). Project Leaders may determine the number of hours of project instruction necessary to achieve the goals and learning objectives.
 - Complete the Annual Project Report (APR).
 - Project completion may not include requirements such as (a) conducting a 4-H presentation, (b) wearing the 4-H uniform, (c) taking a 4-H proficiency test, or (d) attending Club meetings.
 - Members receive a year stripe and pin for project completion. Primary members do not complete the APR, and receive a year stripe and pin for participation in a project.
- A member may add or delete project enrollment at any time during the 4-H year. However, the 4-H Club Leader, with county 4-H office approval, may establish project enrollment deadlines relative to participation in (a) 4-H presentation days, (b) county fair, and (c) other exhibit opportunities.
- 4-H adult volunteers or members cannot charge for services or lessons they provide as a 4-H adult volunteer or junior/teen leader. Project activities must be performed free of any charges.