

Kalamazoo County 4-H

Leadership and Community Development Project Guidelines

Project Superintendents: N/A

Project Social Media: N/A

Project Objectives & Life Skills*

- 4-H members will learn the skills to become leaders in their everyday lives
- 4-H members will learn to work together for a common goal
- Head
 - Record keeping
 - Planning/organizing
 - Goal setting
 - Critical thinking
- Heart
 - Nurturing relationships
 - Sharing
 - Social Skills
 - Communication
- Hands
 - Community service volunteering
 - Leadership
 - Responsible Citizenship
 - Teamwork
- Health
 - Self-responsibility
 - Self-discipline
 - Character
 - Stress management

**note these life skills are just some examples of what 4-H members will learn in this project*

Additional Resources:

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Leadership and Community Development

Guidelines:

Section E –Leadership

- Junior Leader (9-12 years old)
 - Junior leaders will
 - Work with younger members as a leader-helper in a project area or community club.
 - Develop self-confidence by assuming a new role in a group.
 - Junior Leaders should be
 - Helping to plan and carry out different activities in the project area or community club.
 - Pass on learned skills to other members, especially new members to the club/project
 - Make new friends and develop a good feeling about a job well done.
 - For the junior leader exhibit it can be a notebook (cumulative), 3-D educational exhibit, poster or other display showing leadership activities and what skills they learned through being a junior leader in their project or community club.
- Teen Leader (13-19 years old)
 - Teen leaders will
 - Acquire skills and understanding in working with groups
 - Learn to recognize the personal worth of each individual
 - Develop broad concepts of leadership for all age levels
 - Develop confidence in assuming a new role in a group and leading group activities/meetings
 - Realizing the importance of involvement as a means of developing leadership in others
 - Teen leaders should be
 - Leading the planning of project group/community club meetings/events/activities
 - Leading project group/community club meetings
 - Helping junior leaders to become better leaders in their project area/community club
 - Serving on a county committee or belonging to the Teen Leaders Council.
 - The exhibit is to show an outgrowth of the 4-H teen leader's learning experience in the leadership project. Exhibits may include anything to show something learned, experienced or accomplished. Exhibits can be a notebook (cumulative), 3-D educational exhibit, poster or other display.
- Member Record Book (8-11 years old and 12-19 years old)
 - Member record books are optional but are a great way of tracking the years of being in 4-H, awards received, and a reference of life skills learned through the years.
 - Exhibit should be a cumulative notebook of the years that the 4-H'er has been in 4-H
 - Member record books can be found at the link below
 - <https://www.canr.msu.edu/kalamazoo/uploads/2024%204H%20Member%20Recordbook.pdf>

Section F–Integrated Project

- Can be done as an individual or group exhibit. Group exhibits can be any 4-H team or group other than community clubs.
- A learning experience that combines two or more project areas into one exhibit. Creativity is encouraged. Member(s) must show knowledge in each area presented.
- Goal cards must accompany the project (Goal cards can be found on the last page of this document).
- Exhibits can be a poster, notebook, 3-D Exhibit, exhibit of articles or an educational display other than the above (no larger than 3' x 3').

Section G– Independent Study

- Any area of study that has not been listed above in the fairbook can be entered into this category.
- Exhibits can be a poster, notebook, 3-D exhibit, exhibit of articles or any other education display.

Section H–Group Exhibits

- Open to any 4H team or group other than community clubs.
- A fun way to exhibit what you have learned on field trips, clinics, during a community service activity, etc.
- Exhibit can be a 3-D exhibit, photo display, articles made by group or team (total exhibit size not to exceed 3' X 3').

Section E–Community Club Displays

- Each community club is eligible to enter all classes in this section
- Notebooks should be neatly assembled.
- Officer notebooks should be easily identified by the community club and the specific officer.
- Items that may be contained in any or all books: Constitution and/or By-Laws, agendas, club member lists.
- President/Vice President Exhibit
 - The president/vice-president notebook is usually one book, called the President's Notebook.
 - Program activities and presentations planned by the vice-president should be captured as an agenda item and in the secretary's report, with photos and a brief description in the Historian Notebook.
 - The President's Notebook should contain all club meeting agendas, a list of all members as well as lists of the officers and committee members. Additional president's notes can be included.
 - There should be a copy of the club constitution and/or by-laws.
 - This file should be included in this binder for reference
 - https://www.canr.msu.edu/leadership_citizenship/uploads/files/president.pdf
- Secretary's Exhibit
 - The Secretary's Notebook should contain all club meeting agendas, minutes of all meetings, both regular and special, the member list with attendance record, and a record of correspondence.
 - Community Service approval and report forms may be included as well as fundraising summary reports.
 - This file should be included in this binder for reference
 - https://www.canr.msu.edu/leadership_citizenship/uploads/files/secretary.pdf
- Treasurer's Exhibit
 - The Treasurer's Notebook should contain all club meeting agendas, all treasurer reports with a record of all income and expenses, a member list with record of dues paid (if applicable) and the financial review report.
 - The notebook should contain fundraising applications and report forms and financial summary reports as required by the annual financial review.
 - The notebook submitted for the financial review may be included and will contain much of the above information.
 - This file should be included in this binder for reference
 - https://www.canr.msu.edu/leadership_citizenship/uploads/files/treasurer.pdf
- Historian's Exhibit
 - The Historian's Notebook is a visual summary of the club's activity.
 - All photos should be accompanied by a brief description of the photo contents with a statement of the activity and purpose. Among those: a list and photo of the club officers for the current year, club meeting program presenters, club meeting activities including fundraising and community service events.
 - This file should be included in this binder for reference
 - <https://store.extension.iastate.edu/product/So-Youre-the-Club-Historian>

- Reporter's Exhibit
 - The Reporter's Notebook includes 4-H news articles that have been published during the year to inform the members and community of 4-H activities of the club.
 - Examples: special interest stories sent to the media, announcements of upcoming events or activities, invitations for recruitment of new members distributed in the community.
 - This file should be included in this binder for reference
 - https://www.canr.msu.edu/leadership_citizenship/uploads/files/Reporter_1127.pdf
- Community Service Poster/Display
 - At least one club member must be interviewed with this project. The exhibit should show the members actively participating in a community service project.
- 4-H Club Banners
 - New banners created during the current 4-H year by the community club members
 - Banners must be dropped off to the 4-H office in the 4-H Exhibit Barn on the day of still project judging to be hung up.
- 4-H Club Banners (previously displayed)
 - Banners created prior to this current 4-H year are able to be displayed at the fair
 - Banners must be dropped off to the 4-H office in the 4-H Exhibit Barn on the day of still project judging to be hung up.
- Club Display Booth (educational or promotional)
 - No Larger than 6' wide and 6' deep
 - At least one 4-H member needs to be present on the day of judging when display is dropped off for judging
- Decorated Litter Barrel (club only)
 - Barrels will be donated to the Fairgrounds unless return is requested.
 - At least one 4-H club member must be present for judging when the barrel is brought in.
 - Club supplies their own barrel for this project.
- Club Planters
 - At least one club member must be interviewed for this project.
 - The interview will explore planter preparation, plant selection, care prior to Fair, and creativity

Project Goal Cards

Name: _____ 4-H Age: _____ Club: _____

Project Subject: _____

What are you hoping to learn from this project?

1. _____

2. _____

3. _____

What are you hoping to accomplish from this project?

1. _____

2. _____

3. _____

What did you learn from completing this project?

1. _____

2. _____

3. _____

What was an unexpected outcome or information found out during this project?

1. _____

2. _____

3. _____
