**Club Seal Application**

**4-H Year: \_\_\_\_\_\_\_\_\_\_**

**Due to Extension Office by September 22**

**Club: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**President: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Vice-President: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Secretary: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Treasurer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Reporter: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Recreation Leader: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Song Leader: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Historian: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_

Club Leader

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_

Club Leader

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_

Club Leader

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

Club:

# 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.

1. Conduct at least 10 regular business monthly meetings.

1. 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.

1. 4-H members exhibiting at the County Fair.

 Number of 4-H members Number of exhibits

1. 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)

1. **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

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

 Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Location \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. 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.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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\_\_\_\_\_ 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. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* + 1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 5. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* + 1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 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.

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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 \_\_\_\_\_ 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

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