

# 4-H Clover News

**K-STATE**  
Research and Extension



Ford County Monthly Newsletter

September 2020

## How to Reach Us:

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### Check us out on the web!

www.ford.ksu.edu  
www.kansas4-h.org  
facebook.com/fordcounty4h



**Congratulations to our 2019-2020 Family of the Year recipient —**

**Dave and Kelene McCollum Family!!**

We were unable to honor you with a float in the Dodge City Days Parade this year, but we would like to recognize your entire family once again!!

Your family is very deserving of this 4-H honor. We appreciate all your volunteer time and donations to our 4-H program.



## National 4-H Week Gift Card Giveaway!

Get entered to win a \$25 gift card during National 4-H Week, October 4-10, 2020! You can get 1 entry every day by following these easy steps— That's 7 chances to win! Let's flood Facebook with Ford County 4-H during National 4-H week!

- ★ Post a picture of yourself wearing a 4-H t-shirt on Facebook and tag Ford County 4-H in it.
- ★ Make any post promoting Ford County 4-H on your page so that your friends can see it and tag Ford County 4-H in it.
- ★ 4-H Spirit Day is Wednesday, October 7. Show your 4-H pride and wear the clover.

## KAPS & Record Books DUE October 1st!

It's that time of the year! The 4-H Year ends and begins again October 1st! What does this mean for YOU? The Kansas Award Portfolios (KAP's), Achievement Pin Applications, etc. are DUE to the Extension Office by 4:00 p.m., **October 1**. Inside this newsletter is helpful information on how to fill out your KAPS & Record Books. Our website under 4-H Record Books has other resources. If you need additional assistance ask us for help!

## Kansas Youth Leadership Forum-Virtual for 2020

**What:** Build your leadership skills and potential through workshops, consulting groups, inspirational speakers and more. In addition, the 2021 State 4-H Youth Leadership Council will be elected at KYLF.

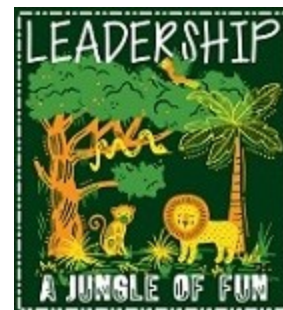
**When:** November 21-22, 2020

**Where:** Your Device (computer, tablet or phone) connected to the internet

**Who:** Youth 14-18 years of age before January 1, 2021

**Registration:** Open late Summer of 2020

**Early Registration Deadline:** October 15, 2020



## Kansas Volunteer Leader Forum

**What:** The Kansas Volunteer Forum

**When:** November 21-22, 2020

**Where:** Your Device (computer, tablet or phone) connected to the internet

**Who:** 4-H Volunteers

**Registration:** Open late Summer of 2020

**Early Registration Deadline:** October 15, 2020



# 48 Hours of 4-H

*A weekend of service. A lifetime of impact.*

## A Kansas 4-H Service Challenge

KANSAS4H.ORG

**October 10-11, 2020** - Join us this fall in seeing just how much we can give back to our communities! The weekend after National 4-H Week, is the perfect opportunity to setup a service project. Invite your friends, clubs, adult volunteers and 4-H Alums too! Find all the information here and start planning your projects. Please register your projects and then follow up with a report so we know about all the great things that happened across the state. 48 Hours of 4-H is the perfect compliment to **#InspireKidstoDo**.

48-Hours of 4-H challenges club members to explore their service capabilities and take part in a service project. It does not have to be the last weekend of National 4-H Week, but it is encouraged.

In Ford County we are not having one county wide project but each Club is encouraged to participate by doing their own individual service project. We know our clubs all do community service throughout the year and you can consider doing something during this time and reporting it. Let us know so we can report your efforts to the State.

## COUNTY FAIR THANK YOU UPDATE

We appreciate everyone who has brought in their Thank You's. Letters were sent out in August containing the information on sponsors that the 4-H'ers are requested to write Thank you notes to in order to receive their premium check. Remember that a Thank You should be in an envelope with the name of the person/business you are thanking on the front along with a stamp. We will fill out the address for you. Keep up the good work!

## 4-H COUNCIL & COMMUNITY LEADERS MEETING



Community Club Leaders will meet at 6:30 pm and 4-H Council will meet at 7:00 pm at the fair building on Monday, September 28. If you are unable to attend the 4-H Council meeting, please make sure you find someone else from your club to attend in your spot. **We will be having officer elections at this meeting so please have your new representatives also attend!**

## COUNTY AWARDS-CLUBS NOMINATE

The nomination forms for the 4-H Alumni Award, Family of the Year and the 4-H Meritorious Award are available online. Each year these awards are presented at the 4-H Achievement Banquet. The **Alumni Award** is presented to a past 4-H'er (does not have to be a Ford County resident) and have given leadership and dedication to the total 4-H program in Ford County. The **Family of the Year Award** goes to a Ford County 4-H Family who has been outstanding supporters throughout our program. The **Meritorious Award** is given to a person or business who has supported 4-H for several years in various areas. Nominations are due at the September 4-H Council meeting or prior to the Extension Office. Please check out the list of previous winners to see if they have already received the award.

## 4-H AMBASSADOR/EXCHANGE MTG

The next Ambassador/Exchange meeting will be Monday, October 26 @7:00 pm. **NEW members are welcome!** We meet every other month, opposite of 4-H Council. We will be completing our current exchange by hosting Kent County, Delaware 4-H'ers in 2021 to our county.

Members will be selling Country Meats snack sticks as a fund raiser. A wide variety of flavors are being ordered. Contact the office or an Exchange Member to purchase. \$1 per stick.

The 4-H Exchange Flea Market will be held on October 24 from 9:00am-1:00pm. Contact the Extension Office if you are interested in a booth or come and support the Exchange program!

## ONLINE 4-H MEMBER ENROLLMENT FOR 2020-21

4-H Member Enrollment will be done online again this year. You can begin enrollment and re-enrollment on October 1. **Please wait until this date to enroll.** The Club with the most re-enrollments by November 15 of current members will receive a pizza party.

All enrollment will need to be completed online at <https://ks.4honline.com> for new and re-enrollments. Remember the State 4-H Office has a \$15 per member fee. At the end of each 4-H'er enrollment there will be a screen concerning the fee and payment options. Options on the screen will include: Debit/credit card, check, sponsor and waiver. If you have more than one child and do not want several debit/credit card transactions you will need to indicate check or sponsor, otherwise each will be it's own transaction. If your club has voted to pay for their member's fee you would select "sponsor". Please let us know if your club or someone else is sponsoring your fee. **Enrollment will not become active until the State 4-H Office has received payment of the fee.** If you have any questions, please contact the office. There are instructions on the online website for re-enrolling.

It is very important to keep your emails and phone numbers for yourself, family and 4-H'er, current and list your service provider in the online system. This is our means of communicating with you if you want to receive text messages, phone calls, emails and newsletters. Also if you would like your kids to receive the newsletter by email, list their email address in the individual profile information. This will allow 4-H'ers as well as families to receive newsletters.

Don't forget to update the 4-H'er Health information and t-shirt sizes when needed throughout the year.

## CONSUMER SCIENCE JUDGING CONTEST

I am trying out an online FCS Consumer Science Judging Contest this month. Please let me know how you like this format. To participate you will need to go to the following qualtrics links — Seniors [https://kstate.qualtrics.com/jfe/form/SV\\_d55QB00WI2BXD6I](https://kstate.qualtrics.com/jfe/form/SV_d55QB00WI2BXD6I) Intermediates —

[https://kstate.qualtrics.com/jfe/form/SV\\_4VFHXx7leDSPJEF](https://kstate.qualtrics.com/jfe/form/SV_4VFHXx7leDSPJEF)

Follow the online instructions. There are reasons and you will also need to rank your choices. Anyone may participate in the contest. Participating in a judging contest is one of the requirements for several

# 4-H Club Officer Elections

As you prepare to elect your officers at your September 4-H meeting, consider these guidelines:

- ★ Nominate and vote for the member who will carry out the responsibilities of the office well. *Remember to vote for the person you think will do the job and also attend meetings on a regular bases.* Elections should not be a popularity contest.
- ★ Vote on each office individually. It takes time but allows important learning time for members.
- ★ Consider having members sign up for the office they are interested in or allow members to nominate themselves from the floor for an office.
- ★ A nomination does not need a second. It can simply be, “I nominate Joe”.
- ★ In order to “close the nominations” for each office, a motion, second and a vote is required.
- ★ Voting should be done by ballot. Once again this does take time, but it is the proper way to vote. Ballots should be counted by members who are not running for office.
- ★ Each member should have one vote per office.
- ★ In cases where there are more than one person in an office (ex: if there are two song leaders) each member would vote for the corresponding candidates (2 votes for 2 song leaders).

## National 4-H Week

National 4-H Week is **October 4-10, 2020!** This means that your club window displays should be up by October 4. This is a great marketing tool for 4-H, so lets get creative! National theme is “Opportunity4All!”

Here are some other tips to market 4-H year round, but especially during National 4-H Week!

- ★ Wear your 4-H shirts to school! Post pictures to our county Facebook page to enter our prize drawing.
- ★ Talk to your friends about your favorite 4-H activities and projects, they’ll be interested in joining too! Invite them to your next meeting!
- ★ Hold an “open house” 4-H meeting and invite all of your friends to come check out your club and see what 4-H is all about!
- ★ If your club is doing a community service project or anything interesting, tell the office and send us some pictures. We’re more than happy to write a news release to let the public know about all the good 4-H is doing for the community.

## TRACTOR SUPPLY PAPER CLOVER CAMPAIGN

Each Spring and Fall, Tractor Supply will help raise money for 4-H programs with the Paper Clover Campaign, a national in-store fundraiser that benefits 4-H programming. The Fall campaign dates are October 7 thru 18. We encourage you to participate at our local Tractor Supply Co. store during Paper Clover and donate.



# ACHIEVEMENT PINS

## What are they?

Achievement Pins are like little awards or goals 4-H'ers can work towards each year.

## Who can get them?

Anyone in the 4-H Program can earn achievement pins.

## Where can I find the applications & paper work?

Go to <https://www.ford.k-state.edu/4-h/4hforms/awardsandrecognitionforms/index.html> to find all of the pin applications.

## Where do I start?

If you are new to the award pin process, start at the beginning. Some of the pin levels require lots of effort and some are just as easy as attending club meetings! Remember to have your club leader sign all of your paperwork!

*Ford County 4-H Achievement Banquet is tentatively set for Saturday, November 7, at the Ford County Fair Building.*

## Did You Know?

The Ford County 4-H Foundation gives a cash prize to the club who turns in the largest percentage of Record Books. Even if you do not apply for an award you should turn in a complete book to count for your Club's total. Also, our local 4-H Foundation Scholarships and Awards trips require a Complete Record Book to apply for the awards.

- ★ **Membership Pin** - First in a series of 4-H Achievement Pins. Must attend more than half of the club meetings and complete record book.
- ★ **Bronze Pin** - Second in the series of pins. Exhibit at Fair, complete 4-H record book, attend over ½ of club meetings, attend one county or club event.
- ★ **Clover Pin** - Third in the series of pins. Exhibit at Fair, attend over ½ of club meetings, complete record book and complete three of optional guidelines.
- ★ **Emerald Pin** - Fourth in the series of pins. Exhibit at the Fair, attend over ½ of club meetings, give a presentation, complete 4-H record book, and complete 5 of optional guidelines.
- ★ **Silver Pin** - Fifth in the series of pins. Exhibit at the Fair, attend over ½ of club meetings, give a presentation, complete 4-H record book, and complete 6 of optional guidelines.
- ★ **Guard for Silver Pin** - Sixth in the series of pins. Must have received the previous pin, exhibit at the Fair, attend over ½ of club meetings, give a presentation, complete 4-H record book, and complete 8 of optional guidelines.
- ★ **Leadership Pin** - Seventh in the series of pins. Must have received the previous pin, exhibit at the Fair, attend over ½ of club meetings, give a presentation, complete 4-H record book, enroll in Leadership project for the current year and complete 11 of optional guidelines.
- ★ **Gold Pin** - Eighth in the series of pins. Must have received the previous pin, exhibit at the Fair, attend over ½ of club meetings, complete 4-H record book, enroll in Leadership project for the current year and complete 15 of optional guidelines.
- ★ **Guard for Gold Pin** - Ninth in the series of pins. Must have received the previous pin, exhibit at the Fair, attend over ½ of club meetings, complete 4-H record book, enroll in Leadership project for the current year, be 15+ on January 1 of current year, and complete 16 of optional guidelines.

# RECORD BOOKS/KAP'S?



## Why turn in a Record Book/KAP (KS Award Portfolio)?

The Record Book is an organized summary of your entire 4-H experience that contains a comprehensive report of your goals, plans and accomplishments. It is one way to make a formal review of your goals and achievements and is a helpful tool to plan your own growth for the future. Your records and report will be a good keepsake for years after you've finished your 4-H career. The record you build opens doors to many awards and benefits such as medals, trips, scholarships and other kinds of recognitions. Completing a record book will make it easier to apply for scholarships and state level awards.

4-H Members develop the following life skills through record keeping

- ◆ Maintaining records of 4-H project and club work, school and community activities
- ◆ Keeping personal and business records
- ◆ Improving communication with other people
- ◆ Learning time management and organizational skills
- ◆ Learning responsibility and developing goal setting skills

**Do I have to do a Record Book/KAP for EVERY project I'm enrolled in?** The answer to that question is **NO!** Only fill out a record for the projects you would like to be considered for an award in. For example, Suzy is enrolled in Beef, Foods and Visual Arts. She only actively participated in the Beef and Visual Arts Projects during the year. She did take one entry of cookies to the fair. Because she was highly active in Beef and Visual Arts, those would be the Projects she would consider doing a KAP for. *Also some areas only require one record even if you are in 2 separate projects (example is Market Beef and Breeding Beef = 1 KAP and include both in the record; Clothing Construction and Clothing Buymanship = 1 KAP).*

## What kind of awards can I receive?

Each of the 30 project areas will award a certain number (a percentage of the total number of 4-H'ers enrolled in the project) of 'project pins' to the award winners.

Visit: [www.ford.ksu.edu/p.aspx?tabid=59](http://www.ford.ksu.edu/p.aspx?tabid=59)

To find all of the forms needed to fill out your record books. Most forms are available in a writeable PDF or Word Doc. If you need materials printed out, we can do so at the office!

Additional resources include:

4-H Record Books—Purpose

KAP Q & A

4-H Record Book Goals

Variety of Related Project Learning Experiences

Knowledge & Skills Learned in Project

Citizenship vs Leadership

Planning for Leadership Roles

## Which KAP do I complete???

### JUNIORS (7-9 YEAR OLDS)

Should fill out the Ford County KAP for 7 & 9 year olds. This is found on our website. Eligible to win county awards only.

### SENIORS (AGES 10 & OLDER)

Should fill out the State KAP for 14 & older. Members younger than 14 can receive county awards and members who are older are eligible for area judging.

Winners will then advance onto State where a video interview will be done. Each of the State Winners in all 30 Project Areas will be honored at the Emerald Circle Banquet in June and may win a trip to National 4-H Conference.

## Helpful Record Book Information.....

### PERSONAL PAGE

Only ONE (1) copy is needed for the entire record book.

- Make sure every item is filled out
- Include a color picture
- List ALL projects that you are enrolled in, even if you are not completing a KAP for that specific project.
- Projects should be listed in **ALPHABETICAL ORDER by the name of the state project listing.**

**Example:**

**Beef (Breeding & Market)**

**Clothing (Construction & Buymanship)**

- Signatures from the 4-H'er, Parent and Club Leader are needed and required!

### YOUR 4-H PROJECT STORY

1. First, introduce yourself. Tell about your age, years in the project, etc.
2. Second, tell about your project. What goals did you set? What did you learn? Tell about the successful and not so great things that happened. How did the project turn out financially?
3. Third, tell about your plans for the future. Will you take the project(s) again. How have they helped you in school and in your other activities?

#### **Technical Stuff:**

- ◆ Print one-sided only
- ◆ Top, right side and bottom: 1 inch margins
- ◆ Left side: 1 1/2 inch margin
- ◆ No smaller than 12 point font, double spaced. (14 point font preferred.)
- ◆ Times New Roman or Cambria Font
- ◆ Proper grammar and spelling
- ◆ Use bolding, headings, bullets, etc. to your advantage
- ◆ Should be at least 1 page in length—6 pages maximum

Be creative and go in depth with your project.

### PICTURE PAGES

- Each 4-H'er is allowed to have THREE (3) Pages of Pictures for EACH KAP.
- There should be a MAXIMUM of SIX (6) pictures on the front side of each page.
- The pages are divided out into three categories: **Project** Pictures, **Leadership** Pictures and **Citizenship** Pictures.
- You should try to keep pictures related to that project, but it's better to have pictures not related to your project than not to have any.
- Pictures are encouraged to be in color but is not required.
- Captions are a great option to have to explain to the judge what the picture is!

## PERMANENT RECORD TIPS

Permanent Records may seem like a pain and a waste of time, but let me tell you a little secret....there comes a time when you are a Senior in High School applying for College Admissions and Scholarships. They will ask you how you are involved in your community, citizenship activities and what leadership roles you play.

This is where your Permanent Record comes in handy! Everything you have been involved in—whether it's church, school, extra curricular activities or 4-H—is right in one location! You can see exactly how many times you volunteered for an event, or when you were president of your club, etc.!

The forms are on our website in Word compatible format. The form can be downloaded to your computer and saved. Each year you will add new information.

**What type of information can go into the Permanent Record?** Church, school, 4-H, FFA, Scouts, Sports, basically any activity you are involved in can go into the Permanent Record.

There are FOUR (4) sections of the Permanent record:

**1. Groups/Organizations**

Club Meetings, Committees, Officer Positions, Leadership Roles.

**2. Communications/Presentations, Exhibits, Contests**

Project Talks, Contest, Fair Exhibits, Open Shows, Judging Contest

**3. Activities**

Any leadership or citizenship activity (community service/volunteering/teaching/helping others)

**4. Most Important Recognitions**

Honor Roll, Letters, State Champion, Project Awards, Pins, Grand Champion, etc.

Under the LEVEL column, there are different choices as to where the event took place. Make sure to mark how many times you participated at that level.

## WHAT SHOULD MY RECORD BOOK BE KEPT IN?

Your entire record book should be kept in a **3-ring binder** or the green 4-H extender binder folder.

Which ever way you choose to display your book, make sure you have your first and last name, 4-H club and Ford County on the front. A cover page is available on our website for your use.

Tab dividers are appreciated at the county level since we have you put all KAP's in one book and tabs makes it easier for judges when looking through your record book. They can not be used at area judging.

If you have questions about your final book, please ask us in the office.



# What do I need to turn in?

## Ask yourself...

“Am I going to apply for an award?”

### If you answered: “Yes” please turn in:

- ◆ Personal Page (only one for entire book)
- ◆ 4-H Project Story (one for each KAP project area, so could be more than one, project specific, over project experience, 6 pages max)
- ◆ Kansas Award Portfolio( KAP) for your age group (one for each project area)
- ◆ 3 pages of pictures (only 6 on each page, front side only) for each KAP
- ◆ Permanent Record (only one for entire book)

### If you answered: “No” please turn in:

- ◆ Personal Page (only one for entire book)
- ◆ 4-H Story (6 pages max)
- ◆ 3 pages of pictures (optional)
- ◆ Permanent Record (only one for entire book)
- ◆ **Your record book will not count towards your club’s total is you do not have all 3 necessary items above in your book.**

## NOMINATION FORM—CHANGED TO CHECK SHEET

The Project Award Nomination form has been discontinued this year. There is a Record Book Check Sheet to complete and must be turn in with the Record Book. When you submit your record book the office will determine what project area(s) you book will be judged in by what KAPS are submitted.

## Outstanding 4-H'er

### Award

4-H'er must be at least 4-H Age 16 and be nominated by a Community Club Leader. A nomination form along with a 500 word essay on “Why this 4-H'er Is Deserving of this Award” must be turned into the Extension Office by October 1. For more information, please visit the Ford County 4-H website.

## Key Award

Key Awards are presented by the state to only 10% of the 4-H'ers in Kansas. Applications for this award should be obtained early in the year, so the member can work toward meeting the requirements. 4-H'ers 16 and older may apply if enrolled in junior leadership and meet nine of the eleven local, county, and state activities.

The Key Award does take some prior planning. Ask if you have questions about what will count for each of the requirements.

## I Dare You Award

To apply for the I Dare You Award a 4-H'er must:

- Be enrolled in the Leadership Project
- Complete a Leadership KAP
- Complete and submit the nomination form

To learn more about the I Dare You Award consider looking up the history of the award and read a little bit about William H. Danforth. It help you understand what exactly this award means!

Ford County Extension Office  
100 Gunsmoke St.  
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Dear 4-H Families,

As we conclude this very unique and sometimes difficult 2019-2020 4-H year, we hope you have had great learning experiences and will submit what your goals were and what you have learned in your record book. Covid-19 brought us some different learning situations, but we have prevailed!!

Remember, Record Books can be very beneficial to you when you get older and are completing college and job applications. Information is all in one place — your RECORD BOOK!

Please remember the new 4-H year will begin on October 1. You will need to re-enroll online at <https://ks.4honline.com> and be sure to sign up for what projects you would like to be in for the upcoming year. We look forward to working with each and everyone one of you! If we can help you as you are working on your record book or have a question about re-enrolling, please email or give us a call.



Ethel Schneweis  
County Extension Agent



Andrea Burns  
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**K-STATE**  
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