



4-H Award & Recognition Procedures

Johnson County



Introduction

To achieve its mission of helping children develop into responsible and productive adult members of society, the 4-H program relies on a system of rewards within an atmosphere of competition. Whether it's a ribbon at a county fair or a national college scholarship and thousands of dollars in premium money, these rewards are intended to motivate young people to reach their full potential. Research has demonstrated that 4-H participants perceive that 4-H competitions and awards are very valuable to them in terms of teaching responsibility, building self-confidence and self-worth, and preparing them to face challenges in a competitive world.

Johnson County 4-H offers several such contests, awards, and scholarships to 4-H members each year. This list and guidelines have been compiled to help make members, leaders, and parents aware of these opportunities and to encourage 4-H members to take part in learning by doing.

Role of Community Leaders

Community Leaders play a vital role in supporting and challenging 4-H'ers in their club to expand possibilities and challenge growth.

We rely on the community leaders to

- a) guide 4-H'ers to set goals
- b) help 4-H families become aware of recognition opportunities in Johnson County
- c) submit necessary paperwork to recognize 4-H'ers & volunteers in the club
- d) identify two volunteers to participate in the County Awards Judging
- e) encourage families to attend the County Achievement Celebration

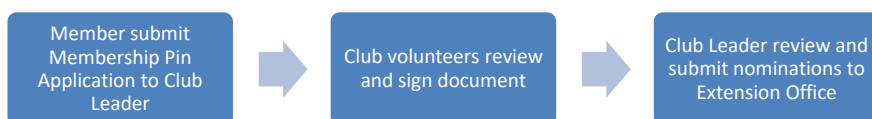
Submissions to the Extension Office:

- Submit **Nomination Form** identifying 4-H'ers who have earned a membership pin and nominate names for special awards (Public Speaking & "I Dare You").
 - The Officer Books/Officer Pin Application Forms and Project Report Forms submitted for county award eligibility will need to be dropped off at the Extension Office for County Awards Judging.
 - Please review the documents, applications, and Officer Books to ensure they are completed, signed, and submitted on time.
 - Submit Key Award Applications to the Extension Office for County Awards Judging.
- Submit **the Years of Service Form** identifying volunteers who have supported your club during the year.

Achievement Pins

Membership Pins

Membership pins are designed to recognize youth for achieving that level of participation in the 4-H program. This is not a competitive process. All youth who complete an application and have it judged as complete will receive a recognition pin. **Only one pin per year may be obtained**



- Cloverbud
- Membership
- Bronze (Must submit at least 1 Project Report)
- Clover (Must submit at least 1 Project Report)
- Emerald (Must submit at least 1 Project Report)
- Silver (Must submit at least 1 Project Report)
- Silver Guard (Must submit at least 1 Project Report)
- Leadership (Must submit at least 1 Project Report)
- Gold (Must submit at least 1 Project Report)
- Gold Guard (Must submit at least 1 Project Report)
- Additional pins available for years 10, 11 & 12 (Must submit at least 1 Project Report)

Membership Pins	
	Membership
	Bronze
	Clover
	Emerald
	Silver
	Silver Guard
	Leadership
	Gold
	Gold Guard
	10 year pin
	11 year pin
	12 year pin

Key Award

The Kansas Key Award is one of the highest honors awarded to 4-H members across Kansas. As a 4-H award, the applicant needs to highlight 4-H-related events, activities, and achievements accomplished within the 4-H club, county/district, region, or state.



Officer Pins

Club Officer positions offer youth the opportunity to practice real leadership roles that impact the success of a group.

Only one award will be funded by the council per officer position per club, with the exception of Vice President (1st VP and 2nd VP), Historian (2 per club), Reporter (2 per club) and County Council Representatives (2 per club). The 4-H Club must pay for any additional officer pins. Pins will only be awarded to the officer positions listed below. Any additional officer positions should be recognized at the club level.



4-H Council recognizes youth for serving their club as an officer through Officer pins earned by meeting the criteria below:

President and Vice President officers will be awarded pins if they have fulfilled their duties and presided at one more than half of the meetings held by the club during their term of office. A completed Score Sheet must be submitted with required supporting documents and a club leader's signature. *See the Scoring Sheet.*

Treasurer must submit a 4-H Treasurer's Book that shows an accurate account of all transactions and documents supporting the role. *See the Scoring Sheet.*

Secretary must submit a Secretary book that contains monthly minutes (signed by the presiding officer and the secretary) and an attendance roll call for each meeting. *See the Scoring Sheet.*

Corresponding Secretary must submit a Corresponding Secretary's Book with copies of at least six letters of correspondence. *See the Scoring Sheet.*

Reporter must submit a Reporter's Book with evidence of submitting at least six 4-H club-related articles/items to any newspaper or electronic media source. The Reporter's Book should contain both the original and published copies. **However, articles do not need to be published; they only need to be submitted.** Other forms of correspondence in the form of 4-H promotion, such as website or public service announcements submitted to radio, television stations, websites, or online sources, are encouraged. The intent is to increase options, not to replace articles. *See the Scoring Sheet.*

Historian must submit a Historian book or an electronic copy of a historian book, such as a CD or online photo book with a minimum of 12 pages (six double-

Club Officer Pins	
Club President	
Club Vice President	
Club Secretary	
Club Treasurer	
Club Reporter	
Club Historian	
Club Parliamentarian	
County Council Rep	



sided) of 4-H activities and events. Additional pages prepared by the Historian or club members related to other activities and events in which 4-H members participate may be included. The Historian book should reflect the current year's events and activities. Pictures should be of the current 4-H year (club meetings, county, and state events). Historian book is a "History Book" of the club's year. If two 4-H'ers are applying for their historian pin, a total of 24 pages (12 double-sided) must be completed. *See the Scoring Sheet.*

Parliamentarian must submit a Parliamentarian's Book with evidence of giving at least six reports during the 4-H year. To receive the pin, a copy of each report must be submitted in a book. If Parliamentarian prepared a report and, because of time restraints, was unable to present it, the report should include an explanation. *See the Scoring Sheet.*

County Council Representatives must complete a County Council Representative Report. Youth representatives must have attended at least one more than half of all the County Council Meetings and actively participated on at least two Council committees. *See the Scoring Sheet.*

County Council Officers must meet the same officer requirements as above for a County Officer pin.

Find Officer guides and resources at www.johnson.k-state.edu/programs/4-h/events-programs/officer-training/.



Project Recognition

To demonstrate their learning about a project area, 4-H'ers are encouraged to complete a **Project Report Form**. Project Reports can either be submitted to their club for Membership Pin Application requirements ONLY or can be submitted to the County Awards Judging to be evaluated primarily on content. Emphasis is placed on the quality of the member's experiences, growth, and scope of project work, as well as accuracy and thoroughness.

County Recognition Opportunity:

Project Recognition will be given in the following age divisions:

- Junior (Ages 7-9, before January 1 of the current year)
- Intermediate (Ages 10-13, before January 1 of the current year)
- Senior (Ages 14-18, before January 1 of the current year)

Regional & State Recognition:

Senior division Project Reports are eligible for review for regional and state recognition.

What do I submit to the County Extension Office? Find these forms [here](#)

- Record Recognition Check Sheet
- Personal Information Page with appropriate signatures
- Kansas 4-H Project Report Forms (1 form per project)
- Kansas 4-H Permanent Record

Find the forms and details about State Recognition at www.kansas4-h.org/resources/awards-and-recognition/.



Other Awards

Public Speaking

4-H member must give a public speaking presentation, speech, or talk at the State Fair or Regional Club Day of the current year and have received a purple rating. Nomination form must be submitted by the community leader.

“I Dare You” Award

From the Danforth Foundation. Members must be 14-18 years of age and be the county winner of the **Project Report** in Leadership. Nomination form must be submitted by the Community Leader.

Club Seal of Recognition

4-H Club Charter Seals of Achievement are a means to recognize 4-H clubs with valid charters for reaching levels of achievement related to club organization and participation. 4-H clubs are encouraged, but not required, to participate. The highest Charter Seal awarded is the Purple Seal, followed by the Blue, Red, and White seals. Seal requests must be submitted online at the end of the program year.