

DETERMINATION OF VIOLATION OF RULES & REGULATIONS

If a violation of any rule or regulation is believed to have occurred, an Extension staff member and/or Howard County 4-H Exhibit Association president shall be notified. The Executive Committee of the Howard County Exhibit Association shall make an initial determination as to whether a violation of any rule or regulation established for the 4-H program has occurred before, during, or after judging.

The Executive Committee of the Howard County 4-H Exhibit Association, Inc. shall upon determining a violation has occurred, decide the appropriate penalty to impose upon the violating person(s). **The Howard County 4-H Exhibit Association, Inc. may choose to impose one, all, or a combination of the following penalties.**

PENALTIES:

1. The exhibitor is disqualified and forfeits all awards for the project in question.
2. Any or all fair awards won by an exhibitor in any fair activities shall be withdrawn and required to be returned to the fair.
3. The exhibitor and/or his or her immediate family will be barred from competition at the fair for up to three (3) years.
4. The exhibit will not be sold in the 4-H auction.
5. In the case of an exhibit already sold at the 4-H auction, the exhibitor shall refund and return all sale proceeds over market value to the Howard County 4-H Exhibit Association, Inc. At the discretion of the Howard County 4-H Exhibit Association Inc., the money will be returned to the buyer or otherwise donated to the Howard County 4-H Exhibit Association, Inc.
6. The Howard County 4-H Exhibit Association, Inc. may impose any other appropriate penalty.

NOTE: Placings of other exhibits will not be adjusted as a result of the imposition of any penalty.

GRIEVANCE

NOTE: Under the direction of the Howard County Extension Board, the Howard County 4-H Exhibit Association, Inc. is recognized as the organization that develops the 4-H Youth Program Policy and 4-H exhibit and completion requirements.

1. Any grievance regarding a project or activity during the county 4-H fair will first be processed by the local 4-H policy-making body, The Howard County 4-H Exhibit Association, Inc. The president of that body will appoint a small-unbiased subcommittee to conduct the original investigation and decide the outcome.
2. The grievance committee will consist of the Howard County 4-H Exhibit Association, Inc. Executive Committee and one member of the Extension staff as an advisor.
3. If the grievance being filed is related to a decision made previously by the Howard County 4-H Exhibit Association Inc. Executive Committee, the grievance shall proceed to the appeal process as noted in item 10 below.
4. If a member of the grievance committee is directly involved, then they will be replaced on the grievance committee by an unbiased member of the Howard County 4-H Exhibit Association, Inc. appointed by the president.
5. Any grievance shall be filed in writing, electronic or otherwise, within 24 hours of the incident. The 24-hour guideline pertains to fair-related issues where timing is an issue. In all other grievances, there will be a 14-day

limit in which the grievance must be filed.

6. A grievance may be kept with the president of the Howard County 4-H Exhibit Association, Inc., the superintendent of the project, or a member of the Extension staff. The burden of proof shall reside with the party filing the grievance.
7. The person filing a grievance must complete the Grievance/Appeal Form which can be obtained from the Extension Office.
8. The grievance sub-committee will be called together to act within 24 hours of the report or in a more timely manner if the situation warrants.
9. The sub-committee renders a decision.
10. The person filing a grievance may appeal the decision to The Howard County 4-H Exhibit Association, Inc. as a whole. The Howard County 4-H Exhibit Association, Inc. reviews facts in evidence and renders a decision.
11. A person filing a grievance may appeal a decision to the Howard County Extension Board. The Howard County Extension Board will review the facts in evidence and render a decision. **This is the final level in the appeal process.**

APPEALS FROM DECISIONS OF JUDGES OR SUPERINTENDENTS

1. The right of an exhibitor to appeal the decision of a judge or superintendent will exist only when it is charged that the award has been made in violation of the rules governing the exhibit or when it is charged that the decision of the judge has been influenced or interfered with by another.
2. Appeals from the decision of a judge or director in charge must be made in writing and must contain at least one specific charge, stating at length the facts relied upon or the rule violated, and naming the witnesses and their addresses by whom proof is to be made.
3. The appellant must give verbal notice to the Extension Educator of 4-H Youth Development within 2 hours of the judging for livestock. For building projects, verbal notice must be given to the Extension Educator of 4-H Youth Development by 8:00 PM Monday of the fair. The written appeal as described in section 2 above must be received within 24 hours of the judging being appealed.
4. The superintendent (or designee) shall notify the exhibitor in writing within 15 days of receipt of the appeal as to the findings and actions resulting therein.
5. The exhibitor shall have the due process rights consistent with the due process stated in the due process section.

4-H PROGRAM DUE PROCESS AND RIGHT OF APPEAL

1. The Howard County 4-H Exhibit Association, Inc. president or designee shall notify the person in writing of the violation and penalty imposed.
2. A person may appeal a decision in writing to the Howard County 4-H Exhibit Association, Inc. within 15 days of receiving written notification from the grievance committee.
3. Within 15 days of receipt of a written appeal, the Howard County 4-H Exhibit Association, Inc. may rescind the initial determination. The person shall have no further remedy available upon the rescission of the initial determination. In short, the case would be closed.
4. If the Howard County 4-H Exhibit Association, Inc. does not rescind the initial determination within 15 days from the date of appeal, a hearing to hear the appeal will be set by the president of the Howard County 4-H Exhibit Association, Inc. The person shall be notified of the date in writing.
5. The president of the Howard County 4-H Exhibit Association, Inc. shall conduct the hearing with the Howard

County 4-H Exhibit Association, Inc. members.

6. Within 15 days of the conclusion of the hearing, the president of the Howard County 4-H Exhibit Association, Inc. shall submit the findings or final determination as to the reported violation(s), penalties, and the person's appeal to the person involved.
7. If within 15 days of receiving the written decision from the Howard County 4-H Exhibit Association, Inc. the person deems the hearing was not reasonable and prudent, the person may make a final appeal in writing to the Howard County Purdue Cooperative Extension Board.
8. A date will be set for a hearing by the Howard County Purdue Cooperative Extension Board, and the person shall be notified in writing.
9. Any appeal beyond the Howard County Purdue Cooperative Extension Board deemed necessary by the person would need to be filed in a court of law.