

2025

# Family Guide

## Boone County



**P** PURDUE  
UNIVERSITY

Extension - 4-H Youth  
Development



## **Office location and hours**

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The 4-H Youth Extension Educator and 4-H Program Assistant manage the county 4-H program on a daily basis. Feel free to use any of the means listed below to contact us with any questions that may arise throughout the year.

The Purdue Extension - Boone County Office is located at the 4-H Fairgrounds in Lebanon. The office is in the east wing of the Boone County Farm Bureau Inc. Community Building.  
Address: 1300 East 100 South, Lebanon, IN 46052

**Office Hours:**

Monday – Friday 8:00 AM to 4:00 PM

Closed County Government Holidays

Voicemail is available during non-business hours

## **Purpose of this guide**

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This guide is intended to help families new to Boone County 4-H become familiar with our program. It should serve as a valuable resource for members and parents to better understand the terms, nomenclature, structure, and operations of the 4-H program.

While some families new to Boone County 4-H may have transferred from another county, it is important to understand that each county in Indiana may have different procedures.

Please do not hesitate to contact the Extension Office at any time throughout the year. The Extension Office staff is here to serve your educational needs and wants your family to be successful in our local youth development program.

## **Purdue University is an equal opportunity/equal access/affirmative action institution.**

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It is the policy of the Purdue University Cooperative Extension Service that all persons have equal opportunity and access to its educational programs, services, activities, and facilities without regard to race, religion, color, sex, age, national origin or ancestry, marital status, parental status, sexual orientation, disability or status as a veteran. Purdue University is an Affirmative Action institution.



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# Welcome to Boone County 4-H!



**Stephanie Gay**  
**Boone County**  
**4-H Educator**

We want to extend a warm welcome to you and congratulate your family for choosing to make 4-H a part of your life.

4-H is a youth development program that is a part of the United States Department of Agriculture and administered in Indiana by the Purdue University Cooperative Extension Service.

Locally, the Boone County office of the Purdue Cooperative Extension Service and the Boone County 4-H Club, Inc. administers the Boone County 4-H program.

Included in this family guide is some information we hope will be helpful and will provide the tools necessary for your family to have a positive start with your 4-H career.

Please feel free to contact me if you have any questions regarding this information after you have read it.

For youth,

Stephanie Gay

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# What is 4-H?

## About 4-H

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4-H is an extracurricular, volunteer led, family-oriented program. 4-H includes activities for youth in grades 3 through 12. With Mini 4-H being for youth in grades K, 1 and 2.

## Mission

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The Indiana 4-H Youth Development mission is to provide real-life educational opportunities that de-

velop young people who will have a positive impact in their communities and the world. 4-H has three main mission areas: Science, Technology, Engineering, Math (STEM); Healthy Living; and Civic Engagement.

## Motto

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“To make the best better.”

## Emblem

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The 4-H emblem is the four-leaf clover with the letter “H” on each leaf.  
The Hs stand for Head, Heart, Hands, and Health.

## Colors

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The 4-H colors are green and white. Green symbolizes nature’s most common color and represents life, springtime, and youth. White symbolizes purity.

## Pledge

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I pledge  
My **head** to clearer thinking  
My **heart** to greater loyalty  
My **hands** to larger service, and  
My **health** to better living  
For my club, my community,  
my country, and my world.

## Membership

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More than 6 million youth are 4-H members throughout the United States. In Indiana, there are more than 250,000 youth who are 4-H members. Boone County has an enrollment of around 1,000 youth each year.

## What makes 4-H different?

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4-H is unique because it is the only youth organization tied to the research base of our nation’s land-grant university system. This connection allows Purdue Extension Staff and the volunteers they work with to receive training based on the most up-to-date research on youth development theory and practice.

In Indiana, 4-H can be found in all 92 counties as delivered through Purdue Extension. Purdue Extension is the outreach link between local communities, the land grant universities, and the United States Department of Agriculture (USDA). Since 1914, this educational system has assisted in the well-being and productivity of people throughout the United States.

# The 4-H year

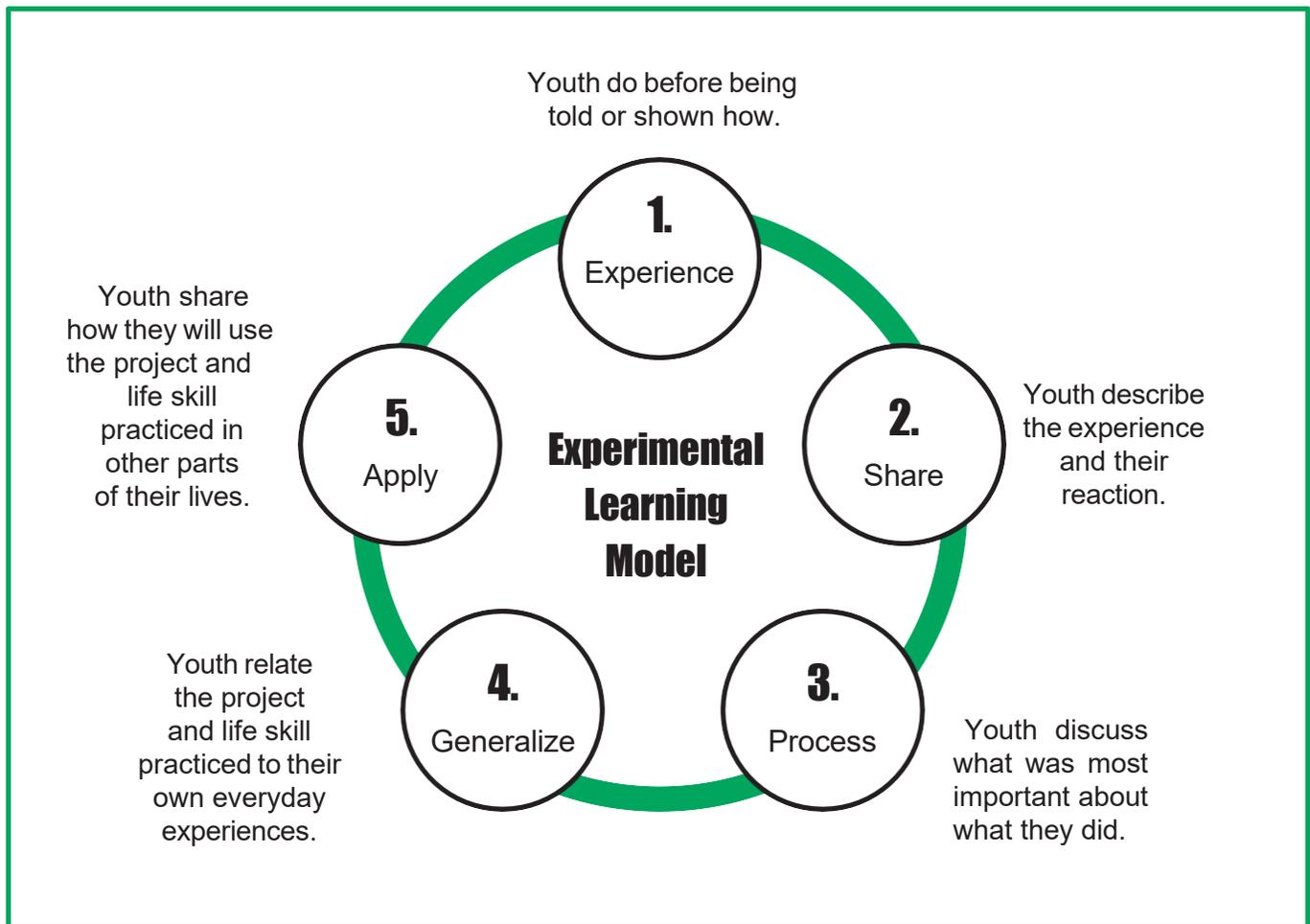
## How does learning happen in 4-H?

Since young people learn best when they are actively involved in the learning process, 4-H programs are designed to provide hands-on educational experiences that are reinforced through personal and group reflection and application – “do-reflect-apply.” This research based educational methodology is called “Experiential Learning.”

## The 4-H year

A new 4-H year starts October 1 and concludes in September of every year. In November, Boone County hosts a 4-H Project Fair to educate the public about our 4-H Program. Youth are welcome to enroll in 4-H at the Project Fair or by visiting [4HOnline.com](http://4HOnline.com) at any time after October 1.

## Learning Model Used in 4-H



# Yearly Events in Boone County 4-H

<p><b>October</b></p> <ul style="list-style-type: none"> <li>- Enrollment begins</li> <li>- 4-H Achievement Trip (7-12 grade)</li> <li>- National 4-H Week</li> </ul>	<p><b>November</b></p> <ul style="list-style-type: none"> <li>- Indiana Youth Leadership Summit</li> <li>- 4-H scholarship workshop</li> <li>- 4-H Project Fair</li> <li>- Jr. leader kickoff event</li> <li>- Enrollment continues</li> </ul>	<p><b>December</b></p> <ul style="list-style-type: none"> <li>- Enjoy time with family and friends</li> <li>- Enrollment continues</li> </ul>
<p><b>January</b></p> <ul style="list-style-type: none"> <li>- Jan. 15: enrollment closes</li> <li>- Jan. 25: scholarship deadline</li> </ul>	<p><b>February</b></p> <ul style="list-style-type: none"> <li>- New 4-H Family Orientation</li> <li>- Summer trip applications due</li> <li>- 4-H members start selling BBQ tickets</li> </ul>	<p><b>March</b></p> <ul style="list-style-type: none"> <li>- 4-H trainings</li> <li>- Project workshops begin</li> <li>- 4-H shooting sports training for first year members</li> </ul>
<p><b>April</b></p> <ul style="list-style-type: none"> <li>- Camp counselor boot camp</li> <li>- Volunteer week</li> <li>- beef tag-in</li> <li>- Mini 4-H monthly meetings begin</li> <li>- IQLC training begins</li> <li>- 4-H BBQ</li> </ul>	<p><b>May</b></p> <ul style="list-style-type: none"> <li>- Livestock tag-in dates</li> <li>- May 15: drop/add deadline</li> <li>- May 15: livestock identification deadline in 4-H Online</li> <li>- Camp counselor trainings</li> </ul>	<p><b>June</b></p> <ul style="list-style-type: none"> <li>- 4-H camp (3-6 grade)</li> <li>- 4-H academy (9-12 grade)</li> <li>- State Jr. leader conference</li> <li>- 4-H Round Up (7-9 grade)</li> <li>- 4-H chorus/band (9-12 grade)</li> </ul>
<p><b>July</b></p> <ul style="list-style-type: none"> <li>- IQLC deadline</li> <li>- Pre-fair judging</li> <li>- Boone County 4-H Fair</li> <li>- Achievement Awards Program</li> </ul>	<p><b>August</b></p> <ul style="list-style-type: none"> <li>- Indiana State Fair</li> </ul>	<p><b>September</b></p> <ul style="list-style-type: none"> <li>- Preparation for new 4-H year</li> <li>- Fall 4-H trip applications due</li> </ul>

Several programs are also held monthly throughout the year including Club meetings, Jr. Leader programs, Mini 4-H events, and workshops. Be sure to read your emails and refer to the Extension calendar located on our website for more info.

# 4-H Information

## 4-H Extension: Boone Co. Website

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The Extension Office maintains a web site at <http://extension.purdue.edu/boone> that is updated continuously. It is a way for the office to be open 24 hours a day, 7 days a week. All the forms, applications, news information, record sheets, and county fair information are available on the web site. There are also a number of links that provide educational resources to 4-H members and their families. Check out the Extension Calendar located on the website for all meeting dates, times and important information.

## Monthly Newsletter

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“The Scoop” is sent out via email the first working day of each month. This email is sent through our online mailing system Reg Max. “The Scoop” can also be found on our county’s webpage, with all additions accessible. “The Scoop” is generated to cut down on emails going out to our 4-H families, it is important to refer to the newsletter each month.

## Social Media

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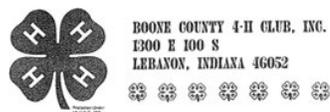
Follow the latest news from the Purdue Extension Office all year long on Facebook at “Purdue Extension- Boone County”.

The 4-H Fair Board has created a “Boone County 4-H Fairgrounds” Facebook page and Twitter account. It is mainly to keep you updated during the 4-H Fair, but there are posts throughout the year reminding you of important deadlines and events.

## 4-H Mailings/Emails

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The Extension Office uses email as our main source of communication with 4-H volunteers and families. This allows the Extension Office to get information out to you in a faster manner. If you do not have email then we will send you the same information via the postal service. There is some information that is sent snail mail to all 4-H families (such as livestock enrollment forms). If you do receive mail through the post office from us it will have one of these return addresses, it is not junk mail and should be opened immediately.



## Weather Cancellations

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Often times in the winter and spring the weather creates a travel safety hazard or does not permit an outdoor activity to occur as scheduled. Weather related cancellations will be sent via email to 4-H families and updated on our Extension calendar. Winter weather related cancellations may be found on local television if submitted. If you suspect there is a weather-related cancellation the best way to confirm is to contact the adult leader in charge of the activity. Under no circumstance should a child or family put themselves in harm’s way just to attend a 4-H meeting/event.

# Who's who in 4-H

## Township level:

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**4-H member-** Any child currently in grades 3-12 who has completed the enrollment process for 4-H.

**Mini 4-H member-** Any child currently in grades K-2 who has completed the enrollment process for 4-H.

**Club leader-** An adult volunteer who is responsible for the organizational aspects of the club. All 4-H volunteers go through a stringent screening process which includes a background check before being allowed to work with 4-H members.

**4-H parents/guardians-** Important to the success of the child in 4-H. Parents are ENCOURAGED to attend club meetings as well as county-wide events with their child.

## State level:

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**Purdue University-** Purdue is a land grant college that has the responsibility for taking education to the people of the state. The 4-H program is part of that directive and has a state 4-H Office located on campus.

**State 4-H Program-** The State 4-H Program has the responsibility for 4-H programming at the State Level. The 4-H Program has employees based at Purdue University.

**State Specialist-** State Specialists have responsibility for the 4-H program on a statewide basis. Each one has a specific part of the total 4-H program. They are based at Purdue University and are under the direction of the State 4-H Program Leader.

**Indiana 4-H Foundation-** A nonprofit organization that works to provide additional resources for the 4-H program. They sponsor scholarships, funding for county and state programs, underwrite the cost of many 4-H trips offered on the state level.

## County level:

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**Junior Leader-** A 4-H member who is in grade 7-12 that has selected to be part of the Jr. Leader project. Jr. Leaders have monthly meetings, perform community service projects, and sponsor various events.

**4-H Council-** The policy-making organization for Boone County 4-H that meets monthly. Membership consists of township representatives, Junior Leader representatives, 4-H leader representatives, community representatives, and at-large positions.

**4-H Fair Board-** The purpose of the Fair Board is to produce a successful annual 4-H County Fair. They meet monthly and membership consists of 4-H volunteers throughout the county.

**Project Leader-** A volunteer who answers questions a 4-Her may have about a project. This person is often a 4-H parent with special expertise in a particular subject area. Project Advisors/Leaders are expected to hold 3 workshops a year based on their projects.

**Extension Educators-** Professionals who help to carry out the 4-H program and serve as a source of research-based information. Our county has one 4-H Educator, Stephanie Gay.

Donations to the Indiana 4-H Foundation can be made online at <https://in4h.org/> Forms for donation are available at the County Extension Office.

They also sponsor the 4-H license plate program. Contact the Extension Office for information about license plates for your vehicles.

# The Cooperative Extension Service

## What is 4-H and the Cooperative Extension Service?

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4-H is a non-formal educational program provided by the United States Department of Agriculture and is delivered through its Cooperative Extension Service, (CES).

The Cooperative Extension Service is administered in Indiana through its land grant university, Purdue University. CES offers educational programs in the areas of Agriculture and Natural Resources, Consumer and Family Sciences, Leadership and Community Development, and 4-H and Youth Development.

In Boone County, Extension Educators receive program direction and support from the Extension Board that is comprised of a cross-section of people throughout the county.

4-H provides youth in grades 3-12 educational programs through their participation in project and club related activities. Boone County 4-H offers programming through 62 different projects and has 13 different 4-H clubs.

4-H project workshops provide members with technical training that each member needs to be successful not only in that discipline, but also with lifelong technical skills. 4-H club work provides members with lifelong leadership and social skills that will be of benefit to every member in career preparation.

## Cooperative Extension Service Mission

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The mission of the Purdue University Cooperative Extension Service is delivering practical, research-based information that transforms lives and livelihoods.

## Indiana 4-H Mission

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The Indiana 4-H Youth Development mission is to provide real-life educational opportunities that develop young people who positively impact their community and world.

## Equal Opportunity/Access

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It is the policy of the Purdue University Cooperative Extension Service that all persons have equal opportunity and access to its educational programs, services, activities, and facilities without regard to race, religion, color, sex, age, national origin or ancestry, marital status, parental status, sexual orientation, disability or status as a veteran.

Purdue University is an Affirmative Action institution. Materials may be available in alternative formats. If you have special needs, please indicate on the registration form, or call us prior to the meeting at: 765-482-0750.

## Annual 4-H Enrollment and Re-enrollment

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Members must enroll in 4-H each year. The target deadline to enroll in Boone County 4-H is January 15th. 4-H enrollment is open to youth in grades 3-12 for a maximum of 10 consecutive years.

Members enrolled in livestock and animal projects must also enroll livestock through 4hOnline so that designating animals that are eligible to show at the County and State Fair. Livestock enrollment deadline is due May 15th each year, unless that falls on a Saturday or a Sunday, then the deadline is the next business day.

# 4-H Resources

## 4-H Handbook

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This year's 4-H handbook can be found on the Purdue Extension Website, <http://extension.purdue.edu/boone>. The handbook contains all policies, both state and county, relating to the 4-H program. It is important that every 4-H member and parent/guardian read this book. Not only does it have the general requirements for all 4-H exhibits, but it also has the exhibit requirements for each individual project. Judges at the 4-H Fair are provided with these exhibit requirements and critique exhibits based upon these requirements.

## 4-H Volunteers

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4-H leaders, both club and project, can be your greatest resource. Their telephone numbers are listed in your 4-H handbook. It is suggested that in the event that 4-H members are unable to attend a project workshop or 4-H club meeting, they contact their leader to find out what they missed. 4-H leaders should be contacted with questions regarding clarification of exhibit requirements and 4-H activities.

## Project Workshops

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Each project is led by at least one adult volunteer project leader. Project leaders will offer workshops throughout the year that are designed to teach members technical skills related to that project. Educational activities are designed using the experiential learning model so that as members learn skills in their project, they can take that same information or process and apply it to other areas to further teach life skills through 4-H. Parents are invited and encouraged to attend project workshops with their child.

## Club Meetings

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There are thirteen 4-H clubs in Boone County, each supervised by adult volunteers. Families can choose which 4-H club they want to belong based upon the activities, requirements, meeting times, and location that best suits their needs. Club membership can cross township, county, or state lines, but being geographically close to meetings makes participation easier.

Club leaders supervise the officers who plan and conduct activities at their meeting that are designed to teach leadership, citizenship, and life skills among the members. Clubs also complete at least one community improvement project throughout the year to teach teamwork and the importance of philanthropy. Parents are invited and encouraged to attend club meetings with their child. Clubs are non-gender based.

4-Hers may change membership to another club if they wish. It is important to change your club information on 4-HOnline and notify the leaders of both clubs (the one you are leaving and the one you are joining).

## Attendance at Project Workshops and Club Meetings

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While attendance at club meetings and project workshops are not required, we always say that you get out of 4-H what you put in. These opportunities allow youth to develop stronger life skills and keep them up to date on important 4-H information. If for some reason a member is not able to attend a 4-H meeting or workshop, it is important for them to contact their club leader or project leader to find out what they will miss.

## Manuals

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Every member receives access to a manual for most projects he/she is enrolled in.

Some projects do not have manuals. Manuals are distributed to members by their club leader and serve as a resource for technical information relating to that particular project.

Please note that many of the project manuals have activities to enhance the learning process. Many of the projects encourage completion of three activities in this project manual and can be turned in at project check-in time to enhance your 4-H experience.

Requirements with regards to manual activities can be found in the 4-H Handbook.

## Record Sheets

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A record sheet is designed for each project.

Record sheets are a way for members to describe in writing what they learned about that project throughout the year. It also teaches members record keeping skills.

It is recommended for the member to submit a completed record sheet to their project leader. If for some reason a child is not able to finish their 4-H exhibit to display at the Boone County Fair, they can still complete the project by turning in a completed record sheet.

Record sheets can be found online at <http://extension.purdue.edu/boone> If you do not have access to the internet, please contact the Extension Office for copies.

# Fair Time

## Fair Judging

All projects exhibited at the fair will be judged on its own merits by a judge familiar with 4-H. It is important to read the fair book to find out when exhibits are to be checked-in, judged, and released.

Livestock exhibits are evaluated by the judge and ranked by the judge from most desirable to least desirable, based on the animal's characteristics and ribbons are awarded 1st place through 10th place.

Most of the livestock shows will include a class for showmanship and the judge evaluates how well the child is working with his/her animal as well as the showing and grooming techniques being used to exhibit that animal.

4-H members will be presented a separate ribbon for showmanship.

**Non-livestock exhibits use the Danish system of ribbon awards. In this system, the ribbon placings are defined as follows:**

<b>Grand Champion</b> .....	Best Overall Award for a particular project.
<b>Reserve Grand Champion</b> .....	Second Best Overall Award for a particular project.
<b>Division Champion</b> .....	Best Overall Award for a particular division of a project.
<b>Division Reserve Champion</b> .....	Second Best Overall Award for a particular division of a project.
<b>Blue Honor</b> .....	Project is eligible to compete for Division Champion.
<b>Blue</b> .....	Exceeds project requirements.
<b>Red</b> .....	Meets average project requirements.
<b>White</b> .....	Below average of the project requirements
<b>Green</b> .....	Participation

Most projects are judged in an open format.

Open judging allows the judge to talk with the 4-H member about his/her exhibit and how it was prepared for the fair. This allows for an educational atmosphere for both the members and parents.

## Exhibit Requirements

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Every 4-H project must meet the general exhibit requirements, and also its own project exhibit requirements. Again, these requirements can be found in your 4-H Handbook.

Some projects encourage that 3 activities be completed in the project manual and turned in with the member's exhibit. In addition, a project record sheet is encouraged to accompany your 4-H exhibit.

All art projects will be **required** to submit a craft card alongside the project. Craft card requirements can be found in the 4-H handbook under each project. A copy of the craft card can be assessed and printed online at <http://extension.purdue.edu/boone>.

It is critical that 4-H members and their parents/guardians read and follow the exhibit requirements outlined in the 4-H Handbook.

Exhibits are judged at the county fair by a judge who grades them based on the requirements outlined in the online 4-H Handbook.

## Project Completion Requirements

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As you know, when signing up for 4-H the intent is to complete every project you signed up for by creating, constructing and designing a project for the county fair. However, we know that sometimes life happens and it may not be possible and that's okay!

In order to complete a 4-H year the requirements are; enrollment in the project, completion of a project for county fair **or** completing a project record sheet.

**Reminder:** If you complete a project for fair the manual and project record sheet are not required to be submitted but it does increase your 4-H experience by growing your knowledge.

# 4-H Activities and Awards

## Achievement Banquet

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Each year members are presented with a variety of prestigious awards at the Achievement Banquet. Local and state awards are presented to members based on their overall accomplishments. This event occurs during the 4-H Fair, usually on the last day of the fair.

## 4-H Camp

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Boone County 4-H participants in a 3-day, 2-night camp with three other counties at Shakamak State Park. There is a fee for camp. Extension Educators, trained adult staff and 4-H camp counselors (4-H members grade 9-12) oversee the camp. Youth, grades 3-6, enjoy three days of hands-on activities, swimming, nature and making new friends. Information on camp will be emailed to eligible members in February/March.

## Trips

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Boone County 4-H, Indiana 4-H, and the National 4-H offer members a variety of awards, trips, and incentives.

A summary of these is on the Purdue Extension-Boone County Website. In addition, businesses and individuals who have contributed to the 4-H Booster Club sponsor these locally. Therefore, it is necessary for members wishing to be selected for these trips and awards to complete an application and submit it to the awards committee.

These applications are found on our website: <http://extension.purdue.edu/boone>.

## SPARK Clubs

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Join a SPARK club to be a part of a short-term programs designed to “spark” interest of youth in a specific topic area. These vary in topics and have a minimum of six hours of education throughout a time period. The program ends with a culminating project where youth showcase what they learned. Exhibiting at the Fair is not required.

## Officer Trainings

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This is held for current officers of 4-H Clubs to give them ideas and helpful hints about their jobs and responsibilities. This event is held every other year.

## 4-H Scholarships

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Youth, starting in 10th grade can start to apply for Indiana 4-H Scholarships.

Boone County also offers a scholarship program for High School Seniors and those post High School who are continuing their education.

Applications can be found on the Purdue Extension –Boone County webpage. Most scholarships are due January 25th.

# 4-H Record Keeping

## 4-H Project Manuals and Record Sheets

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4-H members are expected to keep all manuals and record sheets for the entirety of their 4-H career.

While the Extension Office does record all grades and ribbon placings, mistakes do happen. If there is ever a discrepancy between your records and ours, all you have to do is provide the Extension Educator with the original paperwork with the grade on it and the issue can usually be resolved.

All manuals and record sheets that are turned in, are returned to Club Leaders at the Project Fair and 4-H members are expected to pick them up from Club Leaders in a timely manner.

## 4-H Achievement Book Project

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This is a project special to Boone County. It helps 4-H members keep their 4-H records in an orderly fashion while also giving them an opportunity to reflect on what life skills they gained the past year in 4-H as well as create a memory book of sorts.

Those youth in grades 9-12 also get a jump-start on 4-H scholarships by completing this project.

## My Record of 4-H Achievement

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This card provides a means for members to keep track of the projects they were enrolled in, exhibit placings, county 4-H activities, and 4-H club activities. It is important that this card be updated each year because when the 4-H member becomes older he or she will be eligible to apply for scholarships, trips, and awards not only in the county, but also those offered on a state and national basis.

By keeping this record of achievement card updated it simplifies the completion of these applications later in their 4-H career. A copy of "My Record of 4-H Achievement" can be found within your packet. If a new form is needed this can also be found on our website for download.

Additionally, 4-H members are encouraged to compile an achievement record book with pictures that highlights what they have learned by their participation in 4-H projects and club activities.

## Permanent Record Card

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The Extension office maintains a Permanent Record Card for every 4-H member in Boone County. This record card contains a listing of every 4-H project that a member has been enrolled in, their exhibit placing, record sheet and manual grades as well as the trips and awards they have received and participated in.

The county Awards Committee and Scholarship Committee utilizes this information when selecting 4-H members for awards and scholarships.

# Getting Involved as a 4-H Parent

## Booster Club

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The Booster Club has been established to provide financial support for the 4-H program in Boone County. This annual fund drive collects money to help offset educational trip expenses for 4-H members to attend statewide science workshops and leadership conferences. Additionally, sponsorship of all awards, awarded at the county fair come from the booster club.

## 4-H Parents can help by...

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1. Learn about 4-H: what it stands for, how it operates, how it is funded.
2. Advise your child in selecting 4-H projects.
3. Show your interest and enthusiasm for the projects selected. Find out what is suggested for the members to do and learn.
4. See that when a project is started, it is also completed.
5. Encourage your 4-Her when he/she succeeds and provide even more encouragement when he/she fails.
6. Be an example! Help your 4-Her to be a good sport, and appreciate the successes of others.
7. Keep informed about 4-H through information that comes to members of your family. Be a 4-H booster in your community.
8. Make 4-H Club work FAMILY work, but, let the boys and girls do their work and carry their own jobs to completion. Be their guide only.
9. Provide transportation to local meetings and county events in which your child and others of the club are interested. Or, provide refreshments for meetings or special functions.
10. Attend 4-H meetings and other special events.
11. Help your 4-Her find a way to participate in special events that interest him/her such as county contests, camps, Fairs, displays, or shows.
12. Support your local 4-H leaders. Get acquainted with them. Let them know you appreciate their efforts.
13. Offer your services to assist the local leaders. You have knowledge and skills that are needed in 4-H.
14. If the need arises, help find local leaders for your 4-H Club. Several kinds of leaders are needed: organization, project, and activity leaders. Consider helping in one of these ways yourself. Volunteer applications are available in the Extension Office.
15. Remember that the real object of 4-H is to develop your sons and daughters into finer citizens. The way they work on projects, participate in meetings, and conduct themselves at competitive events, etc., will help set work and character standards for the rest of their lives.

## Become an Official 4-H Volunteer

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The Indiana 4-H Youth Development Program has a variety of involvement opportunities available.

We rely heavily on adults who care about the development of youth across the state in order to deliver positive youth development experiences to our youth.

All volunteers must pass a background check and participate in training provided by your County 4-H Educator.

### Volunteer positions that may be available:

1. Help with a one-time event/program (examples: fair, workshops, etc.)
2. Lead a 4-H Club (organize meetings and speakers, provide assistance to youth club leaders)
3. Help with a specific 4-H project or serve as a Project Leader
4. Help with an afterschool program
5. Help with a short-term program (SPARK, Summer programs, etc.)
6. Sit on the 4-H Council and represent your township
7. Volunteer on the Fair Board

### The process of becoming a 4-H Volunteer includes the following steps:

1. Complete 4-H Volunteer Application (available online and at Boone County Extension Office).
2. We complete a sex offender check and connect with your references listed on your Volunteer Application. You must have 2 of the 3 references come back positive before being able to move on in the process.
3. After the application is complete, you will sign an Adult Behavioral Expectation Form (ABE).
4. Complete a 4-H Online Profile and participate in the Purdue-mandated Youth Safety Training video.
5. Once all of the above steps are complete, you will meet with the 4-H Youth Development Extension Educator to discuss your placement within the 4-H Program.
6. Once placed in a volunteer position, you will annually renew your 4-H Online profile and complete an ABE on 4-H Online. Along with the Youth Safety Training video.

Contact the Extension Office to find out more information about volunteer opportunities today!

# 4-H Terms Used in Boone County

**4-H BBQ:** Our annual 4-H fundraiser that generates funds to help with small facility projects on the fair grounds. 4-H members sell tickets to the dinner and 4-H members, parents and volunteers donate their time to help during the event. A chicken and a pork chop meal are served on a Saturday in April every year.

**4hOnline:** A website designed as an enrollment and data management system for 4-H throughout Indiana. Members must enroll in 4-H and pay a \$35 program fee in order to be in 4-H in Boone County. The 4hOnline website allows youth and parents to sign up for projects, change contact information, and receive access to any information from the Extension Office. 4-H members must enroll on 4hOnline before the advertised deadline!

**4-H Handbook:** May be found on the web and it describes all projects, many activities and awards. It contains all the rules for Livestock and non-livestock projects and should be used as a reference throughout the year. Read EVERYTHING related to your projects to ensure understanding.

**Achievement Award Banquet:** A celebration held during fair to celebrate the accomplishments of all of our 4-Hers. 4-H Families will receive an invite if their child is being recognized.

**Adult Leader:** A person who volunteers their time to recruit, plan, organize, counsel, encourage, compliment, redirect, and whatever else it takes to make sure members have a great 4-H experience. These people are not paid, so please be considerate of their time and let them know how much they are appreciated.

**Boone County 4-H Booster Club:** This is our annual fundraising campaign to raise money to pay for trips, scholarships, fair trophies and banners. Every person who donates is automatically a Booster Club member.

**Boone County 4-H Fair:** The culmination of the 4-H year! Members display their projects, show livestock, and participate in special events throughout the week.

**Community Service Project:** Each club is encouraged to complete a service project that helps their community.

**Drop/Add Deadline:** If you would like to add a project or delete one that you had signed up for please do so by May 15th. You may drop/add projects until May 15th. Dropping a project after this date, or not completing the project, will result in lost points on your 4-H record.

**E-Mail Blasts:** We send out e-mails with important reminders and program information. This is our primary way of communicating with 4-H Families. We will never give out this information to third parties. This email will come through the domain- RegMax.

**Extension Educator:** The title given to a professional employed by Purdue University to coordinate the 4-H program on the local level.

**Fair Board:** The Boone County Fair Board plans and organizes the entire fair such as North Track Events livestock shows

**Fair Entry:** Fair Entry is a secondary website to 4hOnline. This website is used for 4-Hers to specify select what projects/livestock they are bringing to fair. This data-tracking system also keeps record of ribbon placements and other awards for the 4-Her.

**Fashion Revue:** A public fashion show for members in the clothing project who choose to participate. 4-Hers are judged on modeling, style, accessorizing, and fit. Consumer Clothing members MUST participate to complete their project.

**Indiana State Fair:** Held in Indianapolis at the State Fairgrounds. Projects eligible for the fair must be checked in ahead of time. Animal projects must be entered by June 1 through the Indiana State Fair website. The State Fair website is a completely different website than 4-HOnline.

**Junior Leaders:** County wide project for members in grades 7 and above focusing on leadership, citizenship and fun.

**Life Skill Development:** 4-H focus on providing youth with opportunities to build skills that will make them successful adults and our future leaders. Some examples of life skills are: Communication, Compassion, Record Keeping, Organization, Self-Responsibility, Time Management, and Team Work.

**Livestock Identification:** Each livestock project must have their animals identified on 4hOnline. This is in addition to the regular 4hOnline sign up for the 4-H member. A premise ID number is required on each animal. Be sure to pay close attention to due dates for Livestock information!

**Mini 4-H:** A “pre-4-H” program for children in grades K-2 as of January 1 of the fair year. Members take one or two projects, attend workshops, and exhibit at the fair. If your child is of kindergarten age but not enrolled in kindergarten they are not permitted in the program until kindergarten enrollment.

**Officers:** Each club elects their own officers to Include:  
President, Vice President, Secretary, Treasurer, and possibly others. Members learn to conduct business through active leadership.

**Open Judging:** A style of judging where the 4-H member can talk directly with the judge while their project is being graded. Parents may attend open judging, but are not allowed to speak to the judge.

**Poster Project:** Many projects must be completed on a 22” x 28” poster displayed horizontally. They must be covered in heavy plastic (not saran wrap) and have space in the lower right-hand corner for an exhibit tag. You can purchase the correct size foam board and plastic sleeves at the Extension Office!

**Premise ID:** A number given by the Indiana State Board of Animal Health to identify locations where animals are housed. All livestock members will need to submit their premise ID number on the enrollment form. More information is available at [www.in.gov/boah](http://www.in.gov/boah).

**Program Fee:** A \$35 program fee is required of all 4-H members (except Mini). Part of this fee is a state-wide fee (\$15) that provides insurance for youth for 4-H events as well as provides money to the Indiana 4-H program. The remainder of the fee stays in Boone County and helps with the cost of all 4-H manuals 4-H members receive as well as offset the costs of additional 4-H activities throughout the year.

**Project Exhibit Tag:** A tag generated by Fair Entry that is put on the bottom right corner of every 4-H project displayed during the Boone County 4-H Fair. This tag includes information such as your name, club, and a description of your project. It does not include personal identification information such as address or phone number.

**Project Fair:** An “open house/project fair” is held every year to allow parents and potential 4-H members to experience what 4-H is about. Club and Project leaders are on hand to answer questions regarding 4-H, how to join, etc. You can also sign up for 4-H during the project fair and receive a free 4-H shirt.

**Project Manual:** Most projects have manuals that provide educational material and/or learning activities for members. That are encouraged to be used to enhance your 4-H experience.

**Record Sheet:** Most projects have record sheets or activity books that are encouraged to be completed and turned in at project check-in at the 4-H fair.

**SPARK Club:** A short-term program based on a specific topic designed to “spark” interest of youth. Programs must be a minimum of six hours and include a culminating project at the end of participation. Exhibiting at the Fair is not required.

**State Fair Livestock Entry:** Livestock entries for state fair exhibition are due June 1 on a different website than 4-HOnline! You will need to sign up on the State Fair Website to reserve your spot at the State Fair.

**Tag-in/ID Day:** Many animals must be identified by a county ear tag and RFID tag. Beef and Dairy Steers are typically tagged-in at the fairgrounds in April. In May, Steers, Beef Heifers, Feeder Calves, Goats, and Sheep have a tag-in day for animals to receive their necessary tags/scans.

**4-H Council:** Each club has someone who serves on the 4-H Council. This group meets monthly and is the governing body of 4-H in Boone County. All rules, regulations, policies, and procedures are conducted through the 4-H Council. This entity also maintains the 4-H Fairgrounds.

**Web Site:** 4-H information is provided on-line at Boone County Extension’s web site. Visit [www.extension.purdue.edu/Boone](http://www.extension.purdue.edu/Boone) for updated calendars, project information and forms.

**Indiana 4-H Quality Livestock Care (IQLC):** A training that must be completed yearly by 4-H members planning to exhibit a livestock animal at the Boone County 4-H Fair (except cats, dogs, horses, llamas/alpacas, and little critters). Trainings were offered both online and in-person.

**“The Scoop” Newsletter:** “The Scoop” is a newsletter to cut back on the amount of emails received. The Scoop has very important upcoming information and highlights throughout the year! This is sent out via email the first working day of each month. This email is sent through our online mailing system Reg Max. “The Scoop” can also be found on our county’s webpage, with all additions accessible. “The Scoop” is generated to cut down on emails going out to our 4-H families, it is important to refer to the newsletter each month.

