

**BOONE COUNTY 4-H EXHIBIT
GENERAL GUIDELINES**

1. Safety Policy for Purdue University 4-H Youth Development - We are very concerned about the safety and well being of our 4-H youth. Although we have designated the age of 8 as the time when a child may begin showing animals, please take into consideration your child's physical and mental development before agreeing to let your child begin to show. Each child matures at a different rate — and age 8 may still be too young for some children to begin showing animals. A child must have reached the age of 8 years as of the day of the 4-H event in order to be allowed to show. This does not in any way remove the requirement a child of being in the 3rd grade before enrolling in 4-H club projects.
- 2a. Add/Drop deadline: The deadline to enroll in a 4-H project add and/or drop a 4-H project is May 15th. It is Encouraged that 4-H members enroll in projects by March 1st so they do not miss information on workshops, additional project information and the actual project workshops. Projects that have earlier deadlines (shooting sports, livestock) supersede the May 15th add/drop deadline.
- 2c. Animal ID: 4-H members enrolling in beef, dairy goats, horse and pony, llama, sheep, feeder calf, meat goats, rabbit, dairy and swine must complete Animal ID online through 4-HOnline (<https://v2.4honline.com/#/user/sign-in>) by 11:59pm of the evening of the deadline. Deadlines for Animal ID can be found in each specific species page in this handbook as well as on the Purdue Extension- Boone County website. 4-H members in the cat and/or utility goat project must complete the paper Animal ID form and turn it in the Purdue Extension Office **by May 15th**.
3. Any member enrolled in 4-H who enlists in the armed service, including National Guard, will have the opportunity to complete their project by turning in a completed record sheet by the end of project judging for that project. They can exhibit a project by having it & required paperwork turned in by someone else at the time of project judging.
- 4a. Completed record sheets and project manual/worksheets are to be turned in at the time a project exhibit is entered at the Fair. If a 4-H member chooses not to exhibit his/her project at the fair, he/she must complete the Boone County 4-H No Exhibit Record Sheet, which must be turned in no later than the scheduled closing of that project check-in time at the fair. Any 4-H member exhibiting livestock at the fair must turn in his/her record sheet and worksheets at check-in of each species at the county fair. No exhibitor will be allowed to exhibit any project until the project leader has received a completed record sheet and a manual (if that project requires a manual)/worksheet.
- 4b. Project books will be graded by the following scale:

<u>Record Sheet Scorecard</u>	<u>Project Book/Record Sheet</u>
0-15 ts. Neatness	40-50 pts. - A
0-20 pts. Accuracy of Info	30-39 pts. - B
0-15 pts. Completeness	20-29 pts. - C
	1-19 pts. - D
	0 - Incomplete

For a record sheet/record book to be deemed complete it must contain the following minimum standards:

- 4-H member's name.
 - 4-H member's grade.
 - 4-H member's year in the project.
 - Name of project.
 - Date the record was started.
 - Date the record was completed.
 - At least 75% of the questions on the record sheet must be answered (may include a N/A answer).
 - Must be signed by the 4-H member.
 - Must have a grade, A-D.
- 4c. Manuals: 4-H project manual requirements will be determined by the individual project **guidelines**. Project manuals, with activities to be graded are to be turned in with the project exhibit at project check-in. Project leaders may develop optional activities for completion, other than those listed in the project manual, with approval of the 4-H Youth Development Extension Educator. A member who fails to turn in their required manual or optional activity by project check-in will be ineligible to exhibit in that project area at the fair.
 - 5a. 4-H Clubs may organize anytime between October 1 and February 1 for the club year. Exceptions will be made where the Extension Educator deems it impossible to have a 4-H leader before February 1.
 - 5b. The official 4-H Club year in Boone County starts on October 1 and 4-H members may receive credit for attending local 4-H Club meetings of which they are a member from this date until the end of the 4-H Year.
 6. Any 4-H member in non-livestock 4-H projects is allowed to exhibit in only one division/grade of a particular project and cannot repeat the division/grade once it has been completed unless authorized by **guidelines** covering the project.

ENTRY AND EXHIBIT REQUIREMENTS –

- 7a. Exhibits must be entered online through Fair Entry by the specified deadline set by the Extension Office in order

- to exhibit at the fair.
- 7b. Exhibits will be entered through the project leader or volunteer upon arrival at the 4-H Grounds. Exhibit tags may be obtained from the project leader.
 - 7c. For Non-livestock projects: Late entries or incorrect exhibits will receive one ribbon lower than the judge's decision. Leaders in charge of each project should write "late" on the label if the exhibit arrives after entry dead line. No late entry can receive higher than a red ribbon. All Exhibits must be finished before entering the building for check-in. No item/project will be accepted after judging has concluded.
 - 7d. For Livestock projects: Animals must be checked in with the leader during the designated check-in times. Animals that arrive after check-in will be ineligible from showing in the 4-H show and participating in the 4-H Livestock Auction.
 - 7e. In the event of an emergency (i.e. car accident, medical emergency, etc.) the 4-H Executive Committee along with the Extension Educator may grant an exception to this rule after consultation and review.
 8. All POSTER exhibits must have a hard backing; such as foam board, plywood, plasterboard, etc., and all posters must have a see-through plastic covering and be displayed horizontally. The thickness of the poster backing should not exceed 5/16 inch. (22"x28"). If these **guidelines** are not followed, the exhibit will be judged then dropped one ribbon grade. Leave the area in the lower right hand corner of posters 3" high by 3" wide for a label. Labels will be provided by the Extension Office. The 4-H member's name and club should be permanently marked on the back side of each poster. 4-H members must cite all sources where information was obtained.
 9. ALL NOTEBOOK exhibits must be displayed in a 3-ring binder which holds 8-1/2" x 11" pages. If these **guide lines** are not followed, the exhibit will be judged then dropped one ribbon grade. 4-H members should cite all sources where information was obtained.
 10. All non-animal projects should be properly labeled when entered at the Fair.
 11. JUDGING - When there is only one exhibit placing in a class, the award placing will be made according to the Judge's evaluation of the exhibit's quality. All decisions made by 4-H Judges are final.
 12. All posters, notebooks, and display boards must include a reference list indicating where information was obtained, giving credit to the original author, to complete the 4-H member's exhibit. This reference list should/might include web site links, people and professionals interviewed, books, magazines, etc. It is recommended this reference list be attached to the back of a poster or display board, be the last page of a notebook, or included as part of the display visible to the public. A judge is not to discredit an exhibit for the manner in which references are listed.
 13. Ribbons and Awards – Community building exhibits will be awarded a blue, red, white, or participation ribbon. Honor ribbons will be awarded at the discretion of the judge and will be selected from exhibits earning a blue ribbon. Champion and Reserve Champion ribbons will be awarded for each grade level/category from those exhibits earning honor ribbons, provided the judge deems a champion/reserve champion worthy of receiving this award. Selected for State Fair ribbons will be awarded by the judge based on Indiana State Fair allocation requirements. A Grand Champion and Reserve Grand Champion ribbon and award will be awarded from the champion and reserve champion exhibits.
Animal projects will be awarded ribbons using 1st through 10th place, or group ribbons of blue, red, or white, whichever is appropriate for that project. Participation and Honor ribbons will also be available.
Grand Champion, Reserve Grand Champion, Champion, and Reserve Champion ribbon will be awarded at the discretion of the project leader and judge. In order for an animal breed/class to have a champion trophy, plaque and/or banner there must be at least 3 animals in the breed/class from 2 non-related 4-H members. New trophies and banners must be approved by the Extension Educator. Champion, 2nd, and 3rd place rosettes will be awarded for beginner, intermediate, and advanced showmanship classes with a plaque and rosette awarded to the master showmanship champion.
 14. LOCATION OF EXHIBITS - Space for all exhibits will be allocated by the Fair Board, in consultation with project leaders, based on project enrollment and show requirements.
 15. The Boone County 4-H Fair Board does not assume any liability for loss or damage to any exhibit. Attendants will use all precautions to prevent such loss or damage.
 16. The 4-H grounds will close at 11:00 p.m. or ½ hour after the last event of each night. Watchmen will be on duty all night at the 4-H grounds during the Fair. No 4-H Club member will be permitted to stay on the grounds over night. No campers are allowed overnight on the grounds. No one is to come on the grounds until 4:00 a.m. No unloading should be done before 5:00 a.m.
 17. EMERGENCIES - Any emergencies not covered by **guidelines** in this Handbook should be first referred to the respective project leader, who may if necessary, get a decision rendered by the Boone County 4-H Fair Board.
 18. Any question concerning the 4-H Fair **guidelines** that arise during the period of two weeks before the 4-H project entry date and the first Fair Board meeting following the Fair will be referred to the 4-H Fair Board who may refer it to the 4-H Council if necessary. The 4-H Council will be responsible for the same **guidelines** the remainder of the year.
 19. Violation of the 4-H **guidelines** by 4-H member and/or families may result in suspension or other penalty. In such cases the decision will be rendered by the Boone County 4-H Council.
 20. A project leader or fair board member may make a proposal to all regularly scheduled council meeting to ban a

member from exhibiting for one year who display unsportsmanlike conduct. If the council agrees adequate grounds exist to pursue an incident, that member will be invited to the next regularly scheduled council meeting to address the incident. At this meeting council will either ban from exhibiting for one year or drop the proposal.

22. In the event where a general rule and project rule are contradictory, the project rule will override the general rule. In the event that a rule needs to be clarified, the 4-H Council will make the determination with advise from the 4-H Youth Extension Educator.
23. If any person removes an exhibit from the assigned exhibit area before the designated release time of the project, they will be barred from exhibiting in that project at the county fair for one year.
24. Projects using Indiana 4-H exhibit requirements will be automatically changed each year as they are changed at the state level.
25. Pre-entry for exhibiting projects at the fair will be due through Fair Entry by the deadline set by the Extension Office. Exhibitors will be permitted to make changes to these entries at time of check-in as long as it is in a project they are properly enrolled in.
26. In the event that a 4-H member completes an exhibit in the wrong grade level they will receive a participation ribbon and the exhibit can be displayed at the fair. The exhibit cannot be turned in the following year for judging. The following items are not permissible as part of a 4-H project.
 - Any project condoning or promoting the use of alcoholic beverages or illegal drugs will not be accepted for exhibit.
 - Weapons and live ammunition of any kind are not allowed to be exhibited. An arrow with its arrow head attached must be displayed in a secure case. An arrowhead without the arrow attached must be displayed in a secure case. An arrow may be displayed unsecured if its arrowhead is removed. Modern broadhead arrows are not allowed to be exhibited.