

# **4-H FAMILY GUIDE**



New Member Guide  
To 4-H  
In Decatur County

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## **What is 4-H?**

4-H began over 100 years ago, and has since grown into the largest youth development program in the nation. 4-H prepares young people to be leaders in their community and around the world through hands-on experiences alongside their peers and caring adults. Backed by a network of more than 6 million youth, 540,000 adult volunteers, 3,500 professionals, and more than 60 million alumni; 4-H delivers research-based programming around positive youth development and can be found in all 92 counties as delivered through Purdue Extension. Community clubs, afterschool programs, school enrichment, camps/workshops, and special programs are all ways youth across Indiana can be involved with the 4-H program.

4-H can be found in all different types of communities including urban neighborhoods, suburban schoolyards, and rural communities. 4-H is open to all youth in grades 3-12 (Mini 4-H is offered to grades K-2 in most counties) without regard to race, religion, color, sex, national origin, marital status, parental status, sexual orientation, or disability. 4-H is for everyone!

## **Indiana 4-H Mission:**

The Indiana 4-H Youth Development mission is to provide real-life educational opportunities that develop young people who will have a positive impact in their communities and the world.

## **Indiana 4-H Vision:**

Indiana 4-H Youth Development strives to be the premier, community-based program empowering young people to reach their full potential.

## **Name & Emblem**

The official 4-H Emblem is a clover with four leaves and an “H” on each leaf. The clover’s stem must point to the right as you look at the image. The 4-H Emblem is not a plain four-leaf clover. The 18 USC 707 notice is part of the Emblem. The 4-H Name and Emblem are protected under federal statute.



## Colors

The 4-H colors are green and white. Green, nature's most prominent color, symbolizes growth. The white symbolizes purity and high ideals.

## The 4-H Pledge

The pledge tells what 4-H is about. The 4-H goal is the four-fold development of youth: Head, Heart, Hands and Health. The pledge was adopted by the delegates of the 1927 National 4-H Club Camp in Washington, D.C. State club leaders voted for and adopted the pledge for universal use. The phrase "and my world" was added in 1973. The saying of the pledge has a prominent place in 4-H activities, at regular 4-H meetings, achievement days and other club events.

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.

## Generalized 4-H Year

A new 4-H year starts October of each year and ends at the conclusion of the Indiana State Fair in August.

|                                                   |                                                                               |
|---------------------------------------------------|-------------------------------------------------------------------------------|
| <b>October 1<sup>st</sup></b>                     | Enrollment Period via 4-H Online Opens                                        |
| <b>January – April</b>                            | Pick-up manuals and books from the Extension Office                           |
| <b>January – June</b>                             | 4-H meetings, working on manuals and projects for the upcoming 4-H Exhibition |
| <b>May 15<sup>th</sup></b>                        | Drop/add project deadline via 4-H Online                                      |
| <b>June 1<sup>st</sup> – June 15<sup>th</sup></b> | FairEntry is open for project sign-up                                         |
| <b>June – July</b>                                | Ensure books and record sheets are signed by club/project leader              |
| <b>July</b>                                       | Check-in/entry of 4-H projects at the 4-H Exhibition                          |
| <b>August</b>                                     | Indiana State Fair                                                            |

## **4-H Parent Purpose & Responsibilities**

**Purpose:** As a 4-H parent/guardian, it is expected that you provide support to your youth in 4-H.

### **Responsibilities:**

1. Enroll youth in the 4-H program and select a suitable 4-H Club.
2. Select one or more appropriate 4-H project(s) to complete via 4-H Online.
  - a. Show your interest and enthusiasm for the projects selected.
  - b. See that when a project is started, it is also completed.
3. Ensure youth attends 4-H Club meetings.
  - a. It is expected they attend at least three (3) club meetings per year
  - b. Exceptions are made for those in the Tree City Clovers, which is an independent study club.
4. Assist youth complete any 4-H responsibilities they may have volunteered for, been elected to, or selected for.
5. Help with at least one 4-H club activity during the 4-H year. Volunteer an activity/snack for example, don't wait to be asked.
6. Support your youth's 4-H project work.
  - a. Ensure youth attend any project workshops. Provide or arrange for transportation.
  - b. Assist youth gather any materials needed.
  - c. Assist youth complete one or more articles for exhibit and make sure they can exhibit them at the County 4-H Exhibition, rules/guidelines are in the project manual (<https://extension.purdue.edu/county/decaturn/4h-decaturn-projects.html>), or they can be picked-up at the Extension Office.
  - d. Assist youth complete, and turn in on time, 4-H project records. **Be their guide only.**
7. Assist youth find a way to participate in special events that interest them such as county contests, camps, fairs, displays, or shows.
8. Stay informed of 4-H deadlines, activities, and events by taking the time to read the monthly newsletters, emails, Facebook posts, the website, or any other form of communication from the local Extension Office.
9. Remember that the real object of 4-H is to develop youth into outstanding 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. The most important goal of 4-H is personal growth of the individual.

## **Questions? Who Should I Contact?**

Do ask questions! 4-H has its own culture and language, so don't be afraid to ask questions. Utilize the following individuals to help answer any questions you may have.

|                                                                                                    |
|----------------------------------------------------------------------------------------------------|
| 1. 4-H Club/Project Leader                                                                         |
| 2. Extension Office (812) 663-8388 or email <a href="mailto:stacy@purdue.edu">stacy@purdue.edu</a> |
| 3. Experienced 4-H Parent/4-H Council Member                                                       |

## **Who's Who In 4-H?**

All approved 4-H Volunteers must first undergo a stringent screening process, which includes a state and federal background check, prior to being allowed to work with enrolled 4-H youth/members.

### **County Level**

**4-H Member:** Any child currently in grade 3 through 12 who enrolls in 4-H Online and meets the club requirements. Membership is open to all youth throughout the county regardless to race, religion, color, sex, age, national origin or ancestry, marital status, prenatal status, sexual orientation, or disability.

**Club Leader:** An approved adult volunteer who is responsible for the organizational aspects of the club.

**Project Leader:** An approved volunteer who answers questions a 4-H youth may have about a project. This person is often a 4-H parent with special expertise in a particular subject area.

**Junior Leader:** A 4-H member who is in grade 7 through 12. The Jr. Leader program year is from September through August. The group has monthly meetings, performs community service projects, and sponsors various events.

**4-H Council:** The 4-H Council meets monthly and is the policy making organization for Decatur County 4-H. There are twenty approved volunteers on this boards. There is one representative from the nine townships, eleven at-large positions, and one representative from Jr. Leaders. These members are elected to two-year terms.

**Livestock Project Leader:** This person is an approved volunteer with special expertise in a particular species area. They work with livestock members throughout the year, assisting them with questions, hosting workshops, tag days, etc.

**Purdue Extension Educators:** Individual(s) who help carry out the 4-H program and serve as a source of research-based information. Our county has three educators – Health & Human Science, 4-H Youth Development, and Agriculture & Natural Resources.

### **State Level**

**State Specialist:** State specialists have responsibility for the 4-H program on a statewide basis. Each one specializes in a specific part of the national and state-wide 4-H program. They are based at Purdue University's main campus and are under the direction of the State 4-H Program Leader.

**Indiana 4-H Foundation:** This non-profit organization works to provide additional resources for the 4-H program. They sponsor scholarships, funding for county and state programs, finance the State 4-H Leaders recognition, trips for outstanding youth to National 4-H Congress, and

more!

### **4-H Enrollment Fees**

Enrollment in the 4-H program is a \$20 fee. Of the \$20 enrollment fee, \$15 is a State fee and \$5 is a County fee. The \$15 State Fee is transferred to Purdue to help fund 4-H insurance for members and volunteers and to help cover the cost of 4-H books and manuals. The \$5 county fee stays within the county to help cover cost of program needs throughout the year. Families with three or more children will pay \$20.00 for each of the first three children and then \$5 for each additional child.

Enrollment in the Mini 4-H program is a \$5 fee for youth to join.

Fees can be paid online with a credit card or by cash or check in the office.

### **4-H Online**

Membership in 4-H is gained by enrolling online through the 4-H Online enrollment system (<https://v2.4honline.com>). The enrollment period begins October 1<sup>st</sup> and is open until January 15<sup>th</sup>. Each member should enroll in the 4-H projects that would best suit their interest and potential for personal growth, and would enhance family involvement. Members and volunteers must re-enroll every year through the 4-H Online system.

Livestock information (animal, breed, premise ID, RFID tag number, county tag number, etc.) must also be entered into this system by May 15<sup>th</sup>. 4-H youth that intend on showing at the State Fair and not the county fair is still expected to enter all required livestock information in the 4-H Online system by May 15<sup>th</sup>. The poultry project is the only exception where only the project is selected in 4-H Online and species specific information are entered in FairEntry.

This system is also used to register for any events or trainings you may be interested in attending. You will register for those under the events tab in 4-H Online. Broadcast emails are sent through 4-H Online and will appear as an email from Reg Max. When broadcast emails are sent, you may also receive a text message saying you have an email from 4-H Online.

### **FairEntry**

Besides enrolling in 4-H Online, each member must also enter their projects on FairEntry (<https://decaturcountyin.fairentry.com>). Each member must select the 4-H projects that they will be entering for the 4-H Exhibition. FairEntry will always open on June 1<sup>st</sup> and close on June 15<sup>th</sup>. If June 15<sup>th</sup> falls on a weekend, youth may still enter information in the system the following Monday.

Should youth miss the June 15<sup>th</sup> FairEntry close deadline they may still fully participate with some consequence. Livestock participants will only have opportunities to receive feedback from the judge during the show. Static project participants missing the June 15<sup>th</sup> deadline may compete, but will only be eligible for a highest placing of “blue.”

## **Decatur County 4-H Clubs**

There are eighteen (18) 4-H Clubs in Decatur County, each having at least one leader. The names of the clubs and their leaders are listed at the end of this packet or by calling the Extension Office (812) 663-8388. Typically, 4-H clubs meet once or more each month, from October until the Fair in July.

Geographical location of one's residence does not restrict which clubs one can potentially join. 4-H youth may belong to any club in the county. Some youth belong to a township club closest to where they live or attend school, while others prefer a county wide club that focuses on a specific project. Youth may change membership to another club if they wish. It is important to update your online enrollment, notify the Extension Office, (812) 663-8388, and the leaders of both clubs (the one you are leaving and the one you are joining).

## **4-H Newsletter**

A monthly newsletter is sent to every 4-H home in Decatur County. ***Please*** read your newsletter carefully and keep it handy for any future references to find out about club meetings, project workshops, and other timely 4-H news! Please note that the newsletter can also be found on the Purdue Extension-Decatur County website 4-H page under County Communication: <https://extension.purdue.edu/county/decatur/4h-decatur-county.html>

## **4-H Projects**

Members have the opportunity to learn more about a subject matter that they choose to study through completing hands on activities. In order to enroll in a project, members must select projects at the time of enrollment via 4-H Online. Each project has a manual that guides the youth through the learning process, as well as a set of guidelines that helps them meet the project requirements.

Each project has a beginner, intermediate, and advanced level. This allows youth to build on their knowledge each year and continue to challenge their skills. Projects are meant to be worked on during the program year (Oct-Sept), providing an educational opportunity for youth outside of the classroom setting. Often times, youth will exhibit and display their project at the county 4-H Exhibition, hosted in partnership with the Decatur County Fair, in order to show the community what they have learned.

There is no limit to the number of projects youth can sign up for, however, we suggest starting out with one or two your first year. Decatur County offers nearly 75 projects for youth to partake in. A complete list of Decatur County 4-H projects can be found on our website or at the end of this guide. Members may add or drop projects until May 15 via 4-H Online. To add or drop a project, please call the Extension Office at (812)-663-8388 and we can make those changes for you.

Projects are often divided into two categories: livestock and static. Livestock projects are defined as any project that requires the management of a live animal during the program year for show. Static projects are defined as any non-livestock project.

As you complete your projects you will use a 4-H-620-W "My Record of 4-H Achievement" sheet to keep detailed records of your exhibits. Record sheets, project manuals, and project guidelines can all be picked up at the Extension Office. Project guidelines and record of achievement sheets can also be found on the Purdue Extension – Decatur County Website (<https://extension.purdue.edu/county/decaturn/4h-decaturn-projects.html>). Record sheets can be hand written or typed and should be filled out completely and accurately each year in order to document what you have done in 4-H and to apply for trips, awards and scholarships throughout youth 4-H career.

### **4-H Exhibition Judging**

Projects exhibited at the 4-H Exhibition will be judged. Decatur county supports the “Open Judging” method which means that we encourage 4-H members to with the judge while their project(s) is being judged. Members acquire valuable knowledge of “do’s and don’ts” concerning their project. Parents are restricted from sitting with their child during the judging process unless otherwise approved by the 4-H Educator.

Open judging is defined as an exhibit being judged in the presence of the youth that completed and officially checked-in the project. The following are some questions that you may be asked: What new things did you learn? Have you taken this project before? How much time did you spend on the project? What were your goals for this project? What would you like to change about your exhibit? Do you have any questions?

Many 4-H static projects will be judged prior to the start of the exhibition, so make sure to watch for schedules and communication regarding project check-in/judging in the newsletters. Remember that the judge’s decision is final. Static project judging stations are placed throughout the 4-H Community Building and Headquarters Building.

### **Project Exhibit Tags**

A unique exhibit tag will be required for each of your projects. You will pick these tags up from the Extension Office after you have completed the FairEntry process. Exhibit tags will be attached to your project so that your name, club, project and division will be clearly displayed. Those completing poster projects should leave room for this tag at the bottom right-hand corner of their project. Posters and sleeves may be purchased from the Extension Office as well. Contact the office for pricing, (812) 663-8388

### **Events and Trips**

Some 4-H members are eligible to apply for events that take place throughout the year. Information about upcoming events will be sent in a broadcast via 4-H Online. Registration for all events happens through the 4-H Online system. You must be an approved 4-H member to

enroll for any event or trip. Also, some 4-H members are eligible to apply for trips taken during the summer. Most of the trips take place between June and July. Many of these are educational workshops at Purdue University's main campus.

The Area hosts a week-long camp every summer for enrolled 4-H youth that have completed grades 3-12. It is called the Southeastern Indiana 4-H Camp and you can follow them on social media. The 4-H members participate in many outdoor activities as they learn by doing. This camp takes place at Camp Higher Ground with 4-H'ers from eight other counties.

### **Social Media**

Purdue Extension and many 4-H groups are active on social media. In fact, it is one way we communicate with volunteers, potential and enrolled 4-H members, and 4-H parents. Be sure to "Like" our [Purdue Extension – Decatur County](#) page on Facebook to stay up to date! We update our page continually and many 4-H groups try to post updates regularly as a timely and convenient means of communicating with families.

### **General Livestock Information**

Youth that plan to participate in beef, sheep, goat, swine, rabbit, and/or poultry will need to be aware of animal ID days. These dates will change yearly, but will always take place before May 15<sup>th</sup>. Each animal will be required to have some form of identification (tag, tattoo, band) that is specific to that species. Identification information must be entered into 4-H Online by May 15<sup>th</sup>.

Youth will also need to ensure they have a premise ID. This is a number given by the Indiana State Board of Animal Health to identify locations where animals are housed. Applicable livestock members will need to submit their premise ID number through 4-H Online. The following species must provide their Premise ID Number: beef, dairy, goats, sheep, and swine. If you need a Premise ID Number call the Indiana State Board of Animal Health 317-544-2400 or go online to <https://www.in.gov/boah/2642.htm> and fill out the online form.

Youth members that participate in beef, dairy, goat, poultry, rabbit, sheep, and swine must complete a quality livestock care class (IQLC or YQCA) prior to the start of the 4-H Exhibition. The Extension Office will host a minimum of two IQLC classes each year for youth to attend. YQCA can be completed online only. A certificate of completion of either IQLC or YQCA must be on file with the Extension Office. If this is not completed by the 4-H Exhibition, youth will not be able to check-in or exhibit any livestock. Reminder, IQLC is for the county 4-H exhibition and the Indiana State Fair. YQCA needs to be completed for open shows, but can also be used for 4-H.

### **Project Check-In and Judging**

When youth arrive to the Fairgrounds for project check-in they will travel to the appropriate building for that day/time. When they arrive at the building they will be directed by an approved 4-H Volunteer which table to take your applicable project (i.e., take cake decorating to the cake

decorating table). Depending on the number of individuals checking-in simultaneously you may have to wait in line.

Once youth reach the table your project will be checked-in by a fellow 4-H member or approved Volunteer. The project is then immediately judged by the onsite judge. The judge will notify youth of their placing as a first, second, or third place at that time.

Once all projects are judged it will then be the hard decision of judge to select the division champion/reserve champion & overall grand/reserve grand champions. Youth will not learn of the division and overall rankings until the buildings are open to the public.

## **Ribbons**

4-H uses the Danish system of ribbon awards. In this system, the ribbon placings are defined as follows:

| <b>Ribbon</b>                    | <b>Color</b>      | <b>Meaning</b>                                                                                                                                               |
|----------------------------------|-------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Selected for State Fair          | Purple            | If a judge deems a project worthy of advancing to the State Fair competition in select categories. The amount of State Fair Entries varies amongst projects. |
| Grand Champion (Rosette)         | Purple & White    | Highest Award: Exhibit in the project overall that most exceeds the average standard.                                                                        |
| Reserve Grand Champion (Rosette) | Pink & White      | Second Highest Award: Exhibit in the project that second most exceeds the average standard.                                                                  |
| Division Champion                | Purple            | Superior: Exhibit in division/level that most exceeds the average standard.                                                                                  |
| Division Reserve Champion        | Pink              | Second Superior: Exhibit in division/level that second most exceeds the average standard.                                                                    |
| Blue                             | Blue              | Excellent: Includes all required components and support documents/labels. Entry must meet the average standard expectation.                                  |
| Honor                            | Teal              | Exceptional: Selected from blue ribbon projects which shows excellence in skill level expectations and exceeds project exhibition requirements.              |
| Red                              | Red               | Good: Missing required components. Entry meets average standard expectation.                                                                                 |
| White                            | White             | Fair: Entry does not meet average standard expectation. Less than expected, serious short comings.                                                           |
| Participation                    | Green             | Required components are missing from the exhibit. Fails to meet criteria for a higher award. Does not arrive by deadline date or time.                       |
| Mini 4-H                         | Red, White & Blue | All Mini 4-H projects will receive this ribbon. Project was completed for exhibition.                                                                        |

## **First Year Member Checklist**

\_\_\_\_\_ Enroll in 4-H Online by January 15<sup>th</sup> (<https://v2.4honline.com>).

\_\_\_\_\_ All livestock/animal information must be entered in 4-H Online by May 15<sup>th</sup>.

\_\_\_\_\_ Enter projects in FairEntry June 1<sup>st</sup> – June 15<sup>th</sup> (<https://decaturcountyin.fairentry.com>)

\_\_\_\_\_ Read the newsletter every month to find out important information about projects, deadlines, and important dates (if you are not receiving this, call the Extension Office). Newsletters can also be found on the Purdue Extension – Decatur County website.

\_\_\_\_\_ Collect your Green Folder, Record Sheet, Project Books from the Extension Office when notified items are ready to be picked up.

\_\_\_\_\_ Read the project guidelines and book to see what you are required to exhibit.

\_\_\_\_\_ Complete the required activities/sections of the project book.

\_\_\_\_\_ Have your project book and record sheet signed by your 4-H Leader.

\_\_\_\_\_ When notified of availability, pick up your project card(s) from the Extension Office.

\_\_\_\_\_ Bring your Green Folder with record sheet and project book(s) to the particular judging time during the Decatur County Exhibition with your 4-H Project(s).

\_\_\_\_\_ Have your project judged.

\_\_\_\_\_ Pick up your project on the last day of the exhibition or the following day during the designated time.

\_\_\_\_\_ If you received a Grand or Reserve Grand Champion make sure you pick up your plaque at the Headquarters Building on the last evening of the exhibition.

\_\_\_\_\_ After the 4-H Exhibition is over, write Thank You letters to project and plaque sponsors.

\_\_\_\_\_ If your project is eligible for the Indiana State Fair, have the project at the Extension Office on the designated day to be taken to the State Fair.

\_\_\_\_\_ End of August – must have all projects picked up or they will be disposed of.



## MINI 4-H PROJECTS (grades K-2)

Listed below are the Mini 4-H Projects from which members in grades K-2 may choose. You may choose up to 3 projects.

### Non-Livestock Based Projects

- |                                                             |                                                        |                                             |
|-------------------------------------------------------------|--------------------------------------------------------|---------------------------------------------|
| <input type="checkbox"/> Bicycle – 2 <sup>nd</sup> Grade*   | <input type="checkbox"/> Food – 2 <sup>nd</sup> Grade* | <input type="checkbox"/> Plants & Flowers*  |
| <input type="checkbox"/> Bugs                               | <input type="checkbox"/> Forestry                      | <input type="checkbox"/> Sewing             |
| <input type="checkbox"/> More Bugs – 2 <sup>nd</sup> Grade* | <input type="checkbox"/> Garden*                       | <input type="checkbox"/> Space              |
| <input type="checkbox"/> Collections                        | <input type="checkbox"/> Genealogy*                    | <input type="checkbox"/> Trees              |
| <input type="checkbox"/> Crafts*                            | <input type="checkbox"/> Learning About Horses*        | <input type="checkbox"/> Whales & Dolphins* |
| <input type="checkbox"/> Dinosaurs*                         | <input type="checkbox"/> Models*                       | <input type="checkbox"/> Wildlife*          |
| <input type="checkbox"/> Farm Animals*                      | <input type="checkbox"/> My Pets & Me*                 | <input type="checkbox"/> Woodworking*       |
| <input type="checkbox"/> Foods*                             |                                                        |                                             |

### Livestock Based Projects:

Families that want to participate in the Mini 4-H Showmanship class should work with an enrolled 4-H family that already has your preferred applicable species on site. Mini 4-H youth are not permitted to bring their own animals for show.

- |                                 |                                   |                                  |
|---------------------------------|-----------------------------------|----------------------------------|
| <input type="checkbox"/> Beef*  | <input type="checkbox"/> Goat*    | <input type="checkbox"/> Rabbit* |
| <input type="checkbox"/> Dairy* | <input type="checkbox"/> Horse*   | <input type="checkbox"/> Sheep*  |
| <input type="checkbox"/> Dog*   | <input type="checkbox"/> Poultry* | <input type="checkbox"/> Swine*  |

\*denotes a county based project



## DECATUR COUNTY 4-H PROJECTS



### Animal Science

- Animal Education
  - Dog Poster
  - Poultry Poster
  - Rabbit Poster
- Beef
- Dairy Cattle
- Dairy Goat
- Dog
- Horse
- Meat Goat
- Poultry
- Pygmy Goat
- Rabbit
- Sheep
- Swine

### Plant and Environmental Science

- Entomology
- Floriculture
- Forestry
- Garden
- Geology
- Recycling\*
- Soil and Water Science
- Weather and Climate Science

### Healthy Living

- Foods
  - Baked
  - Preserved
- Shooting Sports
- Sportfishing
- Sports\*

### Communication and Expressive Arts

- Arts & Crafts
  - All Other Basic Crafts
  - Ceramics
  - Collections\*
  - Construction & Architectural Replica
  - Fairy Garden\*
  - Fine Arts
  - Gift Wrapping
  - Latch Hook
  - Model Craft
  - Needle Craft
  - Scrapbook
  - Soft Dolls & Toys
  - Wearable Arts
- Cake Decorating
- Communications
  - Demonstration
  - Public Speaking
- Consumer Clothing
- Fashion Revue
- Home Environment
- Photography
  - Black & White Prints
  - Color Prints
  - Black and White Salon
  - Color Salon Prints
  - Creative & Experimental Salon Prints
- Sewing
  - Non-Wearable
  - Wearable (Grades 8-12 Listed Below)
    - Dress-up
    - Formal wear

### **Engineering and Technological Science**

- Aerospace
- Computer Science
- Electric
- Lawn and Garden Tractor Safety & Operator Skills
- Small Engine
- Tractor Safety & Operator Skills
- Welding\*
- Woodworking
- Zero-Turn Mower Safety & Operator Skills

### **Leadership and Citizenship**

- Genealogy
- Junior Leaders (Grades 7-12)

### **Crops\***

- Corn
- Hay
- Soybeans
- Wheat
- Grain – Corn (must have one year of corn or soybeans experience)
- Grain – Soybeans (must have one year of corn or soybeans experience)

*\*Denotes County Only Projects*

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