

## SUMMARY OF RECORDS PACKET FORMS

### 1. **CLUB ONLY MEMBERS FORM** (*Form 1*).

This form is to be used to list all members of your club who do not meet the minimum requirements to end the 2013-2014 4-H year in good standing. In compliance with our current county 4-H policy, these members will be ineligible to participate as 4-H members in county, district, state, and national events for the 2014-2015 year. The *Club Only Members Form* may be submitted to the UW-Extension Office by **October 31, 2014**. If your club fails to submit this form by 10/31/14, ALL of your club members will be considered to be in good standing.

### 2. **MEMBER'S ACHIEVEMENT REPORT** (*Form 2*)

Use this form to list all members who fit into the appropriate category based on member record book and/or Permanent Participation Records. Please make sure members have used the most current PPR form (unless they are grandfathered in on the old form.) List names in alphabetical order.

**Bronze, Silver & Gold Achievement Pins** — List the club members that have accumulated the required points for a bronze, silver or gold pin. These pins will be packaged for distribution at local club achievement programs. These pins are based on points earned on the member's PPR form. A member may receive each of these pins only once; a member may only receive these pins if they submit the PPR form at the club level. Use the point values from whichever form the members have completed, and make sure the points have been totaled accurately. For example, no matter how many non-4-H activities a member lists on page 15 of the PPR, the number of points earned is 1—That's it. Just "1"! **Do not submit these books to the UW-Extension Office.**

**First Time County-Level Achieving Members** — List members who, for the first time, turn in a record book that meets all county-level criteria and is of a high enough quality to be nominated by your club to be recognized for county honors. This should be the first year that these members have been nominated for county-level achievement. They will receive an honor pin in addition to the date bar. Pins will be packaged for distribution at local club achievement programs. **Do not submit these books to the UW-Extension Office.**

**Other County-Level Achieving Members** — List members that have previously turned in a record book that meets all county-level criteria and is of high enough quality to be nominated by your club to be recognized for county honors. These members should have already received an honor pin the first year they earned recognition. These members will receive a date bar to hang on their honor pin. Date bars will be packaged for distribution at local club achievement programs. **Do not submit these books to the UW-Extension Office.**

Note: Replacement date bars and honor pins are available at cost from the UW-Extension Office.

### 3. **SUMMARY OF SPECIAL AWARDS** (*Form 3*)

This form will help us make sure we do not miss anyone in any award category. Please make certain all club nominees for special awards are listed on this form. Submit completed applications and record books as required to support nominations made on this form.

### 4. **OUTSTANDING JUNIOR ACHIEVEMENT AWARD** (*Form 4*)

Up to four youth in grades 3 or 4 as of January 1 of this year will be recognized at the Junior/Senior Leaders' Banquet. This award requires that the record book be turned in for evaluation. See the table in the letter to determine how many youth your club can nominate in each age category.

5. **OUTSTANDING INTERMEDIATE ACHIEVEMENT AWARDS**

*(Grades 5-6 – Form 5; Grades 7 & 8 – Form 6)*

Up to four youth in grades 5 or 6 as of January 1 of this year and up to four youth who in grades 7 or 8 as of January 1 of this year will be recognized at the Junior/Senior Leaders' Banquet. This award requires that the record book be turned in for evaluation. See the table in the letter to determine how many youth your club can nominate in each age category.

6. **OUTSTANDING SENIOR ACHIEVEMENT AWARDS**

*(Grades 9 & 10 – Form 7; grades 11 & above – Form 8)*

Up to four youth in grades 9 or 10 as of January 1 of this year, and up to four youth in grades 11 or higher as of January 1 of this year will be recognized at the Junior/Senior Leaders' Banquet. This award requires that the record book be turned in for evaluation. See the table in the letter to determine how many youth your club can nominate in each age category.

7. **INTERMEDIATE LEADERSHIP AWARDS** *(Form 9)*

Use this form to nominate members that were in the 7<sup>th</sup> or 8<sup>th</sup> grade as of January 1 of this year. Check the project area box that your club is nominating the member to receive recognition. The criteria for this award are listed on the form. Four youth can be recognized in each of the three areas. These awards are presented at the Junior/Senior Leaders' Banquet. A project listing is enclosed to help you determine what specific projects fit under each general project heading. A record book must be turned in for evaluation.

8. **SENIOR LEADERSHIP AWARDS** *(Form 10)*

Use this form to nominate members that were in the 9<sup>th</sup> grade or higher as of January 1 of this year. Check the project area box for which your club is nominating the member to receive recognition. The criteria for this award are listed on the form. Four youth can be recognized in each of the three areas. These awards are presented at the Junior/Senior Leaders' Banquet. A project listing is enclosed to help you determine what specific projects fit under each general project heading. A record book must be turned in for evaluation.

9. **ELAINE PAPCKE MEMORIAL FOODS AWARD** *(Form 11)*

The Award honors one member (any grade), who has achieved excellence in Foods and/or Foods Preservation. The nomination form must be completed and signed by the member and leader. A record book must be turned in for evaluation.

10. **FLORENCE SWENO CLUB LEADERSHIP AWARD** *(Form 12)*

The Whitewater 4-H Club sponsors this award. One 4-H member, who was in grade 8 or higher as of January 1 of this year may be nominated. This award is based entirely on leadership displayed at the **club level**. Youth **must** be enrolled in the YOUTH LEADERSHIP PROJECT. Youth should complete the form and sign it. A 4-H Club Leader's signature is also required. A record book must be turned in for evaluation.

11. **WALWORTH COUNTY 4-H CULTURAL ARTS AWARDS** *(Form 13)*

This award is based on achieved excellence in multiple cultural arts project areas. Youth must have at least been in the 6<sup>th</sup> grade as of January 1 of this year. Clubs may submit only one nomination for this award. Members are to complete the form, and a leader must complete the recommendation section. This award requires that the record book be turned in for evaluation. The award is sponsored by Richard Morgan, a 4-H alumnus and volunteer with the Elkhorn 4-H Club.