



Cornell University Cooperative Extension

Columbia and Greene
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August 31, 2016

Dear 4-H Club Organizational Leader/Parent of Independent 4-H Member,

4-H Achievement Night is Friday, November 4 at 7PM in the auditorium of the Arts Building at CGCC. This is a wonderful family affair where our 4-H clubs, 4-H members and 4-H volunteer leaders are recognized for their work and accomplishments of the past year. The 4-H Teen Ambassadors assist with the organization and running of the evening.

The following report forms are due to the Cooperative Extension Office by **Monday, October 3 (except Clover Crazy)**. The award selection volunteers will be meeting soon after so please don't be late. All forms may be found on our website. Cloverbud clubs may apply for a. and c. below. A separate letter will be going out in September related to Cloverbuds at 4-H Achievement Night.

a. **4-H Club Community Service Report Form:** List all community service activities your club has been involved in this year - since last September. The activities listed should not include 4-H promotional activities, club social activities or fund raising activities. These should be those things the club did as a pure donation to help someone else.

b. **Outstanding 4-H Club Officer/Junior Leader Award Nomination Form:** Nominate deserving 4-H club members you believe have done an over-and-above job for your 4-H club this year. Please describe what your 4-H club member has done to deserve special recognition.

c. **Clover Crazy National 4-H Week Club Report Form:** Due November 1. Describe and attach a photo of your 4-H club promoting 4-H during and around National 4-H Week – October 5-11. Your 4-H club can have a promo table at a community event, put a promo display in a store window, promo at Tractor Supply during the 4-H Paper Clover fundraiser (Oct. 5-16), etc.

d. **4-H Member Application for Outstanding Project Work Award:** 4-H members must complete the application for each project area in which they want to apply for this award. The completed applications should be placed in the front of the 4-H member's green "4-H Activity Report" book along with the completed project record that goes with each application. The 4-H club leader must review the application and provide a statement of recommendation and signature at the end of each form.

e. **Outstanding 4-H Member Letter of Recommendation:** This award is presented to no more than four 4-H members who are at least 16 years old and have participated in a wide range of 4-H activities. Anyone may make a nomination for this award – just write a letter describing the depth and breadth of the 4-H member's involvement. Including the 4-H member's green 4-H Activity Report book and any other supporting information is encouraged.

Please do not submit 4-H Activity Report books or project records for members who are not applying for Outstanding Project Work Awards.

It is a great idea to meet with your 4-H club members and review the criteria for applying for the Outstanding Project Work Award with them and their parents. If a member has not completed the requirements to apply in a specific subject area this year – they can begin to plan for next year.

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Building Strong and Vibrant New York Communities

Cornell Cooperative Extension provides equal program and employment opportunities. NYS College of Agriculture and Life Sciences, NYS State College of Human Ecology, and NYS College of Veterinary Medicine at Cornell University, Cooperative Extension associations, county governing bodies, and US Department of Agriculture, cooperating.

The following forms are available from the CCE offices and on our CCE website – www.ccecolumbiagreene.org – 4-H Youth Development tab – 4-H club activities & forms drop-down tab.

- 4-H Club Community Service Report Form
- Outstanding 4-H Club Officer/Junior Leader Award Nomination Form
- Clover Crazy National 4-H Week Club Report Form
- 4-H Member Application for Outstanding Project Work Award
- Greene 4-H Activity Report book (cover must be picked up at the office)
- Project Records

4-H Club/Cloverbud Club Reorganizational Meetings are being held in September. Leaders and/or your designate need to come to one of the planned sessions. Along with collecting all the forms and resources to start up your 4-H club for the new year, you will also learn about leader trainings being offered by staff, this year's emphasis on Healthy Living, 4-H public presentation options, and opportunities to help CCE celebrate our centennial anniversary in 2017.

We will have your re-enrollment packets waiting for you as well as provide an update on coming events. It is expected that every club will be represented.

The meetings are: Tuesday, September 20 at 6:30 PM – Agroforestry Resource Center, Acra
 Wednesday, September 21 at 9:30 AM - Agroforestry Resource Center, Acra
 Tuesday, September 27 at 9:30 AM – Extension Education Center, Hudson
 Wednesday, September 28 at 6:30 PM – Extension Education Center, Hudson
Please RSVP to Emily – 828-3346x100 or ew387@cornell.edu.

Independent 4-H Member re-enrollment forms will be sent to current independent members in October.

Finally, I thank you for all your efforts over the past year. You, surely, have given more than you ever planned to – of time, money, effort. And, it shows in all our 4-H members are able to do and share. See you soon.

Sincerely,

Linda Tripp
Issue Leader
4-H Youth Development