

# Grimes County 4-H



TEXAS A&M  
**AGRILIFE**  
**EXTENSION**



## 2019-2020 4-H Handbook

Educational programs of the Texas A&M AgriLife Extension Service are open to all people without regard to race, color, religion, sex, national origin, age, disability, genetic information or veteran status. The Texas A&M University System, U.S. Department of Agriculture, and the County Commissioners Courts of Texas Cooperating.

## **WELCOME TO THE GRIMES COUNTY 4-H PROGRAM!**

We are glad that you have chosen to be a part of the largest non-formal educational organization in the United States! Over 5.6 million youth participate in 4-H each year to become self-motivated, productive and contributing citizens.

4-H is designed to be a family affair, so 4-H parents are encouraged to get involved in the 4-H experience. Ways that 4-H parents can contribute range from serving as club/project leaders, providing transportation to activities, or supplying refreshments for meetings and/or special events. 4-H parents are also needed to supervise 4-H activities.

Grimes County has an outstanding group of dedicated adult volunteer leaders and an excellent group of motivated 4-H members. We welcome your family into the Grimes County 4-H family!

Best wishes for a fulfilling year in 4-H! We look forward to seeing you at events throughout the year.

Sincerely,

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**ALL ABOUT 4-H**  
**TERMS AND GUIDELINES**



**What is 4-H?**

4-H is a youth program that helps young people learn new things through “learning-to-do” projects. Did you know that 4-H is the youth phase of Texas A&M AgriLife Extension and Cooperative Extension Program? Most 4-H competition is divided into 3 age divisions.

Effective with the new 4-H Year signup (August 15, 2019 to September 30, 2019) Texas 4-H will have new membership eligibility based on SCHOOL GRADE and not age. The new eligibility rules and guidelines are:

**Youth may participate in 4-H year from September 1<sup>st</sup> of grade three through August 31<sup>st</sup> following completion of grade twelve, with these age restrictions.**

- Minimum age – 8 (in addition to being in the 3<sup>rd</sup> grade)
- Maximum age – 18 (as of August 31, 2019)

**4-H Member Categories**

- Juniors: Grades 3, 4, and 5
- Intermediate: Grades 6, 7, and 8
- Seniors: Grades 9, 10, 11, and 12

A 4-H member’s category for the entire 4-H year will be determined as of September 1 of the 4-H year. Youth advancing grades mid-year will not be allowed to change membership categories during that 4-H year.

**What does a 4-H Club do?**

4-H members join together in an organization called a 4-H club. It elects its own officers and conducts its own business. The club group usually has a president, vice president(s), secretary, treasurer, reporter and delegate at large. Clubs may have a historian or parliamentarian as well.

The club has a business meeting on a regular basis with an **annual plan for their program(s)**. At this meeting, the group discusses business and makes plans for activities. In addition, each meeting should include some kind of **educational program**. The program can be demonstrations by members, talks by members, parents or resource persons (Extension Agent), or anything else of interest to the group.

## What Can Parents Do to Help?

Good youth development programs do not just happen. It takes the combined effort of parents and volunteers along with the guidance of Extension Youth Development professionals to establish a good 4-H program.

In 4-H we are a team... a 4-H team which contributes to the ultimate development of our youth. If this 4-H team is to be successful, then the parents must become "regular players," not "bench riders."

### Grimes County 4-H Participation Guidelines

#### I. GENERAL

1. In order to be eligible for a 4-H competitive activity or show at the county, district, or state level, youth must be a member in good standing with the 4-H program in Grimes County.
2. County Extension Agents will certify, before each event, that each 4-H member competing has met the requirements for enrollment and participation to be a member in good standing.
3. In addition, each 4-H member in good standing **must provide current certificates of academic eligibility** to participate in any 4-H competitive activity during the school year.
4. In order to participate in any competitive event or activity during the 4-H year, a 4-H member must have enrolled prior to the competition. All 4-H members not having enrollment on file will be unable to enter 4-H competitive activities until the following 4-H year.
5. In order for 4-H clubs to remain in good standing, the club must have at least two representatives at each 4-H County Council/Adult Leader Association meeting during the 4-H year.

#### II. "PASS, PLAY RULE"

1. In order to participate in any competitive event or activity sponsored by, or affiliated with 4-H during the school year, **a 4-H member must be academically eligible under the rules of House Bill 72**. This includes in-county 4-H food shows, fashion shows, roundup and others; district and state contests; judging events in or out of the county; and livestock shows which require membership in 4-H for participation

whether in or out of the county. The academic eligibility rule applies regardless of whether a 4-H member misses school for the activity.

2. Before participating in any competitive event or activity sponsored by Grimes County 4-H during the time school is in session, **a 4-H member must have a Declaration of Eligibility Form** signed by the school principal or designee and the County Agent.
3. The form must declare the student is eligible to participate as of the date and time of the activity. In cases where a student moves from eligibility to ineligibility, the school will determine the exact date and time eligibility ends. If a student becomes ineligible, the project becomes ineligible.
4. The Declaration of Eligibility Form is required whether or not a 4-H member is absent from school, if the event or activity occurs during the school year. **These forms are available at the County Extension Office.**
5. Since Clover Kids activities (under grade 3) are non-competitive, Declaration of Eligibility Forms are not required.
6. When entering an out-of-county contest during the school year, completed Declaration of Eligibility Forms should be taken to the contest regardless of whether a 4-H member is missing school to participate. If forms are not taken up at the contest, they should be maintained in a file at home for documentation should future questions of eligibility arise. This is particularly important if the 4-H member was a contest winner or alternate, won a monetary award, or participated in a sale.
7. **Original Declaration of Eligibility Forms should be obtained from the Extension Office or may be faxed to your school with the certification and signature of a County Agent.** Forging signatures on a form or changing the completed form in such a way as to misrepresent the information contained in the form is illegal.

III. GRIMES COUNTY YOUTH FAIR (See Grimes County Fair Association Fair Book), which can be found at [www.grimescountyfair.com](http://www.grimescountyfair.com)

1. Fair dates and deadlines are set by the Grimes County Fair Board Association. The Extension Office is NOT responsible for setting these dates.

IV. CLUB OFFICERS

1. In order for members to be able to hold club and council offices (chairman, vice-chairman, secretary, treasurer, council delegate, etc.), they must have attended at least 75% of their monthly club meeting the current year before elections are held.

2. After the third unexcused absence from club or council meetings, an **officer will be replaced** by a new officer elected by the club or council.

### 4-H PROJECTS

4-H projects are specific areas of study, such as training pets, showing livestock, learning to take photographs, growing plants or making clothing. The project consists of at least six hours of learning time, and provides in-depth learning experiences for the member. Roughly 40 projects are available with written project materials from Texas A&M University.

A member may participate in one or more projects each year. The 4-H leader(s) should help 4-H members choose projects carefully and realistically, so that the member is setting reachable goals. Below is a partial example/list of projects from which to choose...

Beef Cattle	Community Service	Communication & Expressive Arts
Dairy Cattle	Leadership	Health
Dog Care & Training	Clothing & Textiles	Gardening & Horticulture
Goats (Dairy, Meat, or Hair)	Public Speaking	Citizenship & Civic Education
Poultry (Chickens & Turkeys)	Consumer Education	Horse
Theater & Performance Arts	Foods & Nutrition	Personal Development
Rabbits	Shooting Sports	Natural Resources
Sheep	Photography	Outdoor Education & Living Skills
Swine	Plant & Soil Science	Recreation
	Robotics	Science, Engineering, & Technology

#### **What does a project cost?**

The costs vary depending upon the projects chosen. A member enrolled in the foods and nutrition project might use supplies from around the home to practice the skills being learned. A member who buys and raises a horse can expect to invest thousands of dollars. Keep costs in mind as you select your projects. The project must be realistic to your family's situation.

#### **Are 4-H'ers expected to do their own project work?**

**Yes, with the guidance of an adult.** 4-H is a "learn by doing" program. Adults may show the member how, but members are expected to "learn how to do" things themselves. 4-H members may also conduct some project work in groups. Working in groups allows ALL members get the experience of helping each other. However, most projects call for some work to be done by the

individual member, and each member should be “learning to do” things for themselves. You can always contact your Extension Office as a resource if you need additional help, resources, and more information.

### **Self-determined projects**

Projects are not limited by the materials available from 4-H. For example, a member may be interested in model airplanes. Members should discuss such projects with their leaders or the County Extension Agent. Together you can create a program with steps and goals that will make learning about the project fun. The 4-H member must be prepared to report on the progress and to record his or her accomplishments.

### **How Can 4-H Leaders/Parents Help?**

- ✓ Learn what 4-H is all about (purposes, objectives, etc.)
- ✓ Exhibit a genuine interest and enthusiasm in 4-H and every youth member.
- ✓ Encourage participation in 4-H activities. Participation stimulates interest and enthusiasm.
- ✓ Assist your child in selecting a project they like, a project that they have the ability to accomplish, and one for which you can help furnish facilities, financing, needed materials and guidance.
- ✓ Provide encouragement and help in their project work with record keeping, demonstrations, judging and completion of attempted work and leadership responsibilities.
- ✓ Provide transportation for members to local club meetings and to county events and activities.
- ✓ Attend club meetings with your child. Some clubs require that at least one parent be present.
- ✓ Get informed about "what's going on" and continue to help keep others informed. This can be accomplished by **reading the 4-H newsletter thoroughly**, along with checking the Grimes County Extension Office website (<http://grimes.agrilife.org>).
- ✓ Provide a meeting place for a project group. Assist leaders and clubs by providing refreshments or other help.



## Grimes County 4-H Breakdown

### Who's Who?

**County Extension Agent(s)** – Professionals employed by Texas A&M University, Prairie View University or Grimes County who provide educational Extension programs in the county, including 4-H. The address for the County Extension Office is 203 Veteran's Memorial Dr. Navasota, TX, 77868. The phone number is (936)873-3907, the fax number is (936)825-0539, email is; [grimes@ag.tamu.edu](mailto:grimes@ag.tamu.edu) the Grimes County website is; <http://grimes.agrilife.org>

**Club/County Officers** – 4-H members who hold leadership roles (chair, treasurer, secretary, delegate at large, etc.) in their club and county council.

**4-H Club Manager(s)** – Provides overall leadership and organization to a local 4-H community or project club. Clubs may have one or more club managers.

**4-H Leader** – Adult volunteers who work with a local or county-wide 4-H club or activity.

**Project/Activity Leader** – An adult or youth volunteer who teaches and assists 4-H youth in a specific project. An adult or youth volunteer who assists with a special 4-H activities such as tours, parties, or educational events.

**Junior/Teen Leader** – A 4-H member who routinely helps a club manager or project leader with organization, management or teaching. A senior 4-H member who serves as a club manager or project leader in charge of an entire club or group.

### 4-H Groups

**4-H/Community Club** – A group made up of 4-H'ers with different projects that live and meet in a local community. 4-H Clubs may be made up of like or different age groups. There is no limit to the number of 4-H groups each community can have. Each community club has its own club officers and club managers.

**Project Group(s)** – A group made up of members of one project. A project group or club may be local or county-wide. **Project Groups** operate year-round and have their own club officers and club manager/s. **Project Groups** meet on a temporary basis and their members are already enrolled in a 4-H club.

**Special Interest Group** – A group of youth who are not year-round 4-H members, but who participate in a short-term educational activity sponsored by 4-H.

**Curriculum Enrichment** – Educational programs sponsored by 4-H which are implemented by teachers or volunteers in the classroom.

### 4-H Club Activities

**4-H Club Meetings** – 4-H Clubs meet monthly September through May, holding **9 meetings during the 4-H year**. Clubs may, however, meet through the summer months if they desire. Meetings consist of club business and an educational program.

**Project Work/Project Meetings** – 4-H'ers may conduct project work on their own or in a group. Each 4-H member must complete at least one project (6 hours of learning experiences) each 4-H year. Members who plan to do 4-H Record Books and enter competition should complete at least one project per year as juniors, at least two projects as an intermediate, and up to four but not limited to four projects per year as seniors. Project meetings are set up by project leaders, club managers or by County Extension Agents.

**Community Service** – Activities conducted by individual 4-H'ers, project groups or clubs that help the neighborhood or community. Community service is important in the overall 4-H experience. Good ideas for community service projects can be obtained from club managers or the County Extension Agent.

**Leadership** – Leadership activities are those in which 4-H members help plan, organize or promote 4-H; or those in which 4-H'ers teach others. Leadership is the third type of activity (along with project work and community service) important in a **4-H Record Book**.

**Fundraising** – The Grimes County 4-H Pecan Sale Fundraiser is the major 4-H fundraiser for the 4-H program. *This fundraising event is how we fund our yearly budget!* Every club is **required** to participate in the Pecan Sale Fundraiser! **No other club will be able to conduct a separate pecan sales fundraiser.** Also, we ask that no other club fundraisers take place during the pecan fundraiser. In addition to the annual county-wide pecan sales, each 4-H group may plan its own fund-raising activities to provide funding for club activities. **Each club is limited to two fundraisers per 4-H year.** Club fundraisers must be approved by the County Extension

Office **two weeks** prior to the fundraiser taking place. **Fundraiser forms need to be completed and approved before holding the event.**

**Educational Presentations (Method Demonstrations/Illustrated Talks)** are five to twelve-minute presentations by 4-H members sharing information about their 4-H project or a 4-H activity. **Method demonstrations** show how to make or do something. **Illustrated talks** tell about something using charts or photographs. Each member is encouraged to do at least one educational presentation per year in a club or project meeting.

### Rules and Requirements for 4-H Clubs

**4-H Club Guidelines** – Clubs must be chartered / re-chartered each year by July 15<sup>th</sup>.

Chartering is a legal event that is described in the following link: <http://texas4-h.tamu.edu/wp-content/uploads/19-20-Charter-Instructions.pdf>

The minimum requirements a club must meet to receive a charter include:

- Five or more members from more than one family
- One or more teen and/or adult leaders
- Initial plan of operation (for at least 3 months in advance)
- Elected officers
- Each member enrolled in at least one 4-H project experience
- EIN Form (issues by the IRS)
- An official, and approved, club or group name
- Club by-laws, including an Extension-approved dissolution clause

The following information for chartered 4-H clubs **must** be maintained on file in the County Extension Office:

- Proof of chartering through the 4-H CONNECT system.
- 4-H Bylaws – updated and revised annually; bylaws must also include an Extension-approved dissolution clause
- 4-H club information (meeting dates & location)
- Names of current club officers and club managers
- Club contact person and contact address
- Annual plans for club
- Fund raising request forms

- Annual audit report
- EIN Form (issues by the IRS)
- Copy of IRS form 990 or 990-N, filed annually, or proof of attempt to file annually.

The deadline for clubs to submit charter applications is **July 10, 2020**. Any club having questions should contact the County Extension Office. If appropriate enrollment is not recorded at the 4-H office, then the club **will not** be recognized as a bona fide 4-H club.

**4-H Year and Enrollment** - The **4-H year** runs from September 1 of one year through August 31 of the next year. 4-H is on a **zero-based enrollment system** statewide. This means that, unless a 4-H member or leader has filled out enrollment for the new 4-H year, he or she ceases to be a member of 4-H as of August 31 each year. A member legally becomes a 4-H member **when his or her name is entered into the 4-H enrollment program known as 4-H Connect at <https://4honline.com/> and selecting Texas from the list of states. 4-Hers names must be in the computer in order to participate in competitive events which require 4-H membership.**

Each young person wishing to join a 4-H club will be required to pay a participation fee before being granted membership status. Participation fees are \$25 for those enrolling between September 1, 2019 (or when new enrollment period begins, August 15, 2019) to October 31, 2019. Beginning November 1, 2019 for the continuation of the 4-H year, the participation fee will be \$30.

*It is the policy of Texas A&M AgriLife Extension Service to extend equal opportunities for members and participation in 4-H activities to all Texas youth according to the provisions of Title VI, Civil Rights Act of 1964 and the American with Disabilities Act of 1991, provided they meet the minimum requirements for membership indicated below.*

**Club Meeting Attendance** - In order to show at the Grimes County Fair, a 4-H member must attend at **least five** meetings for their local 4-H club. These meetings must be **all from one club**. **The County Extension Staff** will verify whether a 4-H member has met this requirement before the fair based on **monthly reports from club managers** and 4-H Connect. Meetings are counted for the date of enrollment in 4-H.

**2019/2020 Exhibitor Work Rule-** (see Grimes County Fair Association Fair Rules for work requirements)

**••Monthly Reports••** The Extension Office Staff **requires** that each club leader turns in monthly reports each month following their meeting. This allows the office to maintain a file of club sign in sheets, agendas, minutes, and monthly report forms. Also, this allows for a backup in case of lost or stolen files.

**Insurance** – The Grimes County 4-H program carries general liability insurance for 4-H activities. Only **4-H members and volunteer leaders who have current enrollment** on the computer are covered as long as they are performing within the scope of 4-H responsibilities. **Certain club activities, such as rodeos or play days, may require additional coverage.** Club managers or activity leaders should check with the Extension Office if there is a question regarding coverage.

**Communication** – 4-H Website <http://grimes.agrilife.org> and Facebook page and EMAIL.

**4-H Newsletter/Email correspondence** – The newsletter is the principal means of communication to the 4-H families from the Grimes County 4-H Office. 4-H families should **read it thoroughly** for notice of events, activities, training's and deadlines. Newsletters are sent via the e-mail that is stated on 4-H Connect and are posted on the county website. They are sent by US mail by request only.

**4-H County Council/Adult Leader Association Meetings** – These meetings are important means of communication, planning and training for the 4-H program. **Every club should make sure that at least one 4-H member and leader from the club attends every county council/adult leader meeting.**

### County 4-H Activities

**4-H County Council & 4-H Finance Task Force**– Any 4-H'er can be a member of the Grimes County 4-H Council which meets starting in September, bi-monthly on the 3<sup>rd</sup> Sunday of the month. The President and Delegate at Large of each 4-H club are the voting delegates to the County 4-H Council. This group plans and conducts county-wide 4-H activities. Each club may have two council representatives and each club may have two adults on the Finance Task Force. All 4-H youth in the county may attend the 4-H County Council meetings.

**County 4-H Awards Banquet** – Held the 1<sup>st</sup> Sunday of August each year, this event recognizes the accomplishments of 4-H members, leaders and friends. The event is managed by the 4-H County Council and Adult Leaders Association. Everyone in 4-H is invited to attend this event!

**Grimes County Fair** – The Grimes County Fair is held in June each year. Everything from livestock, creative arts and agriculture mechanics can be exhibited at the fair. **Remember, each 4-H member is required to attend 5 club meetings to be eligible to show at the Grimes County Fair.**

**4-H Fashion Show** – Held separate from County Roundup, this show is scheduled for January each year. The 4-H Fashion Show is designed to give 4-H'ers in Clothing projects an opportunity to show their project work and compete for awards. (Clothing projects should be completed before the fashion show). Clothing project members may enter either the **buying** or the **construction divisions** of the fashion show. Winners in each age group and category advance to the district competition.

**4-H Food Show/Food Challenge** – Held during the first day of the 4-H County Roundup, the 4-H Food Show/Food Challenge provides opportunities for members in 4-H foods and nutrition projects to show project work and compete for awards. (Foods projects should begin by early fall to be finished by the food show.) Winners in each age group and category advance to the district show.

**Consumer Decision Making Contest** – Held during the first day of the 4-H County Roundup, this project is geared toward helping 4-H'ers to gain the knowledge and skills to become successful consumers. 4-H'ers will learn how the economy operates, how to make choices and the effects these choices have on money management, environment, family, and the economy.

**4-H County Roundup** – This is a two day event held in early February every year. During these two days 4-H'ers are given educational opportunities to learn more about the contests and competitions in 4-H. Day two offers contests and competitions for youth to compete in a simulation of the Big Time in D9 contest.

**4-H Officer/Leader/Project Trainings** – Trainings are scheduled **twice** per year (August and January) on general matters pertaining to managing and leading 4-H clubs/projects. All 4-H members and 4-H leaders are encouraged to attend the trainings. Since basic 4-H policy and

procedure is outlined at these meetings, **they are mandatory for club managers** and are open to all leaders.

**Planning Meeting** – One annual county-wide planning meeting is scheduled for late summer (July) of each year. Club officers for the coming 4-H year should plan to attend along with the club manager(s); all members and leaders are encouraged to participate as well.

**Pecan Sales** – The annual pecan sale begins September 1<sup>st</sup> of each year and funds the county-wide 4-H activities and events. Every family and every club is **needed** to support 4-H through their participation and promotion of the pecan sale fundraiser. Remember...this is how our budget gets funded.

**4-H One Day Camp** – Held in July every year. This is a fun camp open to any youth in the county to come out and enjoy an educational and fun day. County Officers explain the 4-H program and lead activities throughout the day. The purpose of this camp is to have **FUN** and allow anyone not in 4-H to come be a part of the organization.

**County 4-H Record Book Competition** – 4-H'ers learn to document their 4-H activities in 4-H Record Books, and a number of county, district and state awards and scholarships are based on 4-H Record Books. Trainings on record keeping are provided to youth, parents and leaders during the 4-H year. Forms and instructions are available from the Extension Office. Record books include summaries of 4-H activities, a 4-H story, and photographs. Start recording **ALL** activities on a calendar at the beginning of the year when you sign up for 4-H so that you can remember all of your activities, including workshops held at club meetings that you attended. **Completed record books are due in the 4-H office in mid-June, shortly after the County Fair.**

**Special Activities** – From time to time special camps, tours or educational activities are planned for the county. Notice of these activities will appear in the 4-H newsletter.

#### Activities Sponsored by the Prairie View Cooperative Extension Program

**Career Awareness & Youth Leadership Lab** – Prairie View coordinates a three-day leadership lab for senior 4-Hers on its campus in early summer. Nationally-known speakers and workshops dealing with choice making and careers make this an excellent leadership experience.

## Multi-County Activities

**Southern Classic Livestock Experience** – The Southern Classic is a two day event held annually in December and is open to Brazos, Grimes, Madison, Robertson, Walker, Lee, Ft. Bend, Montgomery, Austin, and Washington County 4-H and FFA members. This event is held at the Brazos Co. Expo Center in Bryan, TX. All 4-H members interested in showing hogs, steers, heifers, lambs and goats should plan to participate in this event. This is an excellent opportunity for 4-H & FFA members and parents to gain valuable knowledge related to their project from clinic speakers. It offers a good chance to practice showmanship techniques and gets exhibitors & animals accustomed to a stock show setting. This is a great educational event and all participants will take home a prize.

## District 4-H Activities

**District 4-H Council** – District 4-H Council is made up of 4-Hers from the 18 counties in the Southeast Extension District (9). Counties in District 9 include Brazoria, Brazos, Burleson, Chambers, Fort Bend, Galveston, Grimes, Hardin, Harris, Jefferson, Lee, Liberty, Madison, Montgomery, Orange, San Jacinto, Walker and Waller. Any 4-H member may attend the two annual meetings of the District 4-H Council held in September and January. Voting delegates from the county to District Council are the County 4-H Council President and Council Delegate/Representative, or two members present. **Only two votes per county can be allowed.**

**District 4-H Shooting Sports** – County shooting sports participants are offered a vast array of opportunities, a few of these at the district level include: Archery Contest (held in January of each year), Rifle, Air Rifle, & Air Pistol competitions (held in April of each year).

**District 4-H Consumer Decision-Making Contest** – County representatives who have completed a Consumer Decision-Making project may compete in this contest which measures the purchasing skills and judgment of 4-H participants.

**District 4-H Fashion Show** – This show is offered to those who compete at the County Fashion Show and qualify to compete at the District level. This contest is held in May. Participants are judged on outfits and interviews.



**District 4-H Food Show and Food Challenge** – County food show winners are eligible to compete in the District show in May. Participants are judged on menu preparation, food, and their knowledge of nutrition in interviews.

**District 4-H Leadership Lab** – This leadership lab is an intensive and fun experience for senior level 4-H members in June each year. Each year's lab is planned around an educational theme. Cost of the lab includes housing, meals and educational materials.

**Junior Leadership Lab** – This Lab is very similar to Leadership Lab, but is only attended by Intermediate 4-H Members. This event is held in November.

**District 4-H Record Book Competition** – Winning county record books in each project and age division will advance to District competition. Senior record books that are advancing to state competition will need to be registered on 4-H connect. County record book judging is in June and District competition is in July.

**Big Time in D9** – (District 9 4-H Roundup.) This District contest is held the first weekend in May. 4-H'ers compete in many different categories of **method demonstrations, quiz bowls and illustrated talks. Share the Fun** is one of the most enjoyable 4-H competitions (vocals, dances, celebrate 4-H skits, instrumentals, poetry). This 4-H "Talent Show" allows 4-Hers to enter as individuals or club groups in a variety of different entertainments. Winners will advance to the State 4-H Round Up in June.

**District 4-H Judging Contests** – District 4-H Judging events include several types of livestock judging, meats judging and soil judging. These contests are held in April.

**District Leader Training and Meetings** – Two annual district leader meetings and training are scheduled each year in conjunction with District 4-H Council meetings in February and in August. A variety of training topics are offered at each event and all leaders are welcome. Other area and district project workshops are scheduled throughout the year, and leaders are invited to attend those which fit their schedule and needs.

**District 4-H Horse Show** – The District Horse show is held in June at the Brazos County Expo in Bryan, TX.

## State 4-H Activities

**State 4-H Record Book Competition** – Senior winners from each record book category are submitted to this competition. Winners are awarded with trips and/or monetary recognition.

**State 4-H Shooting Sports** – State wide opportunities in shooting sports include: Postal League, 4-H Archery Camp, Extravaganza, Hunting & Wildlife competitions, State Roundup Indoor Rifle Match, 4-H Shotgun Camp, State 4-H Roundup Archery Match, and State Games. Dates TBD for the 2019-2020 year.

**State 4-H Roundup** – Senior winners of district roundup, judging contests, food and fashion shows travel to College Station in June for State 4-H Roundup. Roundup includes leadership and fun activities in addition to the competitions.

**State 4-H Congress** – Representatives from each county may attend State 4-H Congress each year. Held alternate years at the state capitol in Austin, and other years at locations around the state, the event is the most prestigious leadership event in the state 4-H program.

**State 4-H Center** – Located near Brownwood, Texas, the State 4-H Center runs camping programs ("Spectra") through the summer months. Special workshops and labs for 4-H leaders, members and Agents are scheduled throughout the year.

## National 4-H Activities

**National 4-H Center** – Located in Chevy Chase, Maryland, near the nation's capital, the National 4-H Center runs a number of exciting week-long educational programs for 4-Hers. Included are "Wonders of Washington," "Civil War History Camp," "Citizenship Washington Focus," a science and technology camp and a "Gardens of Washington" horticulture camp. Counties may take 4-H group on pre-arranged stays. 4-H families can also stay at the 4-H Center on a space-available basis during their visits to the nation's capital.

**National 4-H Council** – With offices housed at the National 4-H Center, the Council operates a number of nation-wide 4-H grant programs funding special education efforts. The **4-H Supply Service**, from which 4-H medals, awards and promotional materials can be purchased, is also run by the Council.

**4-H International Exchange** - The National 4-H Council organizes international exchange programs to European countries, South America and Japan.

**Exchange Trip Opportunities** - National 4-H Council facilitates domestic 4-H exchanges between counties in the continental United States. Normally, counties host and visit on alternate years.

## Scholarships

**Texas 4-H Foundation** – The Texas Foundation awards thousands of dollars to 4-H members every year, via the Texas 4-H Opportunity Scholarships and others. Eligibility requirements include available at the Texas 4-H website.

**Texas Extension Education Association** – Eligibility requirements for this scholarship include: (1) must have completed or be in the third year of 4-H, (2) excel in Consumer Sciences Family and, leadership and personal development through 4-H, (3) will attend college in the fall or spring of the following year, (4) may attend college of choice, (5) must not have passed 19<sup>th</sup> birthday before January 1 of the current year. To apply, 4-H'ers must complete a record book, include a transcript of high school credits and submit application materials to County Extension Office by February 1.

**Dr. O.D. Butler Memorial Scholarship** – Dr. O. D. Butler was one of the original founders and board directors of the Brazos Area Hay Producers Association (BAHPA). He was known locally, nationally and internationally for his countless contributions to agriculture and his great desire to educate others. The BAHPA has decided to honor Dr. Butler by establishing the Dr. O. D. Butler Memorial Scholarship. This scholarship opportunity is open to all youth residing in the seven county Brazos Valley area, which includes Brazos, Burleson, Grimes, Madison, Milam, Robertson and Washington Counties. The scholarship is available to any 4-H or FFA member, regardless of college major. Due dates for 2019–2020 are not yet posted, but have been around the second week of June in the past.

**Go-Texan Scholarship** – (see HLSR.com for current guidelines.) To be able to apply for this scholarship, an applicant must meet criteria of citizenship, residence, academic standing, membership in either 4-H or FFA, recommendations, college/university Applications must be received by the Houston Livestock Show and Rodeo no later than the deadline of the calendar year in which the scholarship will be awarded. Must apply online.

**Grimes 4-H Book Fund** – The Grimes 4-H Book Fund will be awarded to graduating senior (s) who are members (a) in good standing of a Chartered 4-H Club in Grimes County (b) who complete the application (c) and are selected by the Scholarship Committee.

## Grimes County 4-H Awards Program

- ❖ Each year, the 4-H youth of Grimes County are recognized at the County 4-H Awards Banquet. The awards listed below are based on information contained in the **4-H Record Book**, but other awards do exist. (Guidelines and instructions for assembly of record books can be obtained from the Extension Office.) The following awards are given on an annual basis. Competitive awards may only be received once in the 4-H member's career and 4-H members must submit a record book to be eligible. **A panel of judges – set by the County Extension Agent – will interview each finalist.** No make-up interviews will be given unless under extreme emergency. Each award may only be won once, however volunteer awards may be won more than once.

### COMPETITIVE AWARDS

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#### Senior 4-H Awards:

#### Gold Star Award

The **Gold Star Belt Buckle** is the highest county achievement award and intended to be received only once in a member's 4-H career. Three (3) recipients may receive the award annually.

#### **Eligibility Requirements**

The applicant must be a member in good standing with a local 4-H Club and with the Grimes 4-H program. He or she must have been enrolled in 4-H by January 1 of the previous year. The member must be at least 15 years of age as of September 1 of the current year and must have completed at least 3 years in 4-H at the end of the current 4-H year.

The 4-H member must have completed projects in three different project areas, including submission of appropriate record forms, and have participated in activities in three or more of the following areas:

- Educational Presentation Contest
- Citizenship/service activities
- Leadership Labs
- 4-H public relations/promotion
- Project group/workshops
- Project exhibit

- Camp

Applicants will be judged on the following criteria **during the last three years** as evidenced by their 4-H Record Book: Leadership, Community Service, and Project Work. They **must have received** the I Dare You Award and applicant must not have previously received the Gold Star Award.

Applicants will be judged on the following systems during the awards interview:

- Question responses
- Poise
- Leadership

### I Dare You Award

The **I Dare You Award** is offered as recognition of excellence in character and well-balanced personal development as well as demonstrated leadership. Up to three (3) recipients may be selected annually for the award.

#### **Eligibility Requirements**

The applicant must be a member in good standing with a local 4-H Club and with the Grimes 4-H program. He or she must have been enrolled in 4-H by January 1 of the previous year. The member must be at least 14 years of age as of September 1 of the current year.

Applicants will be judged on the following criteria **during the last three years** as evidenced by their 4-H Record Book:

- Leadership,
- Community Service,
- Project Work.

Applicants will be judged on the following systems during their awards interview:

- Question responses
- Poise
- Leadership

## Intermediate Awards

### Silver Star Award

The **Silver Star Award** will be presented each year to two (2) outstanding 4-H Intermediate members at the County Awards Banquet.

#### **Eligibility Requirements.**

The 4-H'er must be at least 11 years of age as of September 1 of the current year. The 4-H member must have completed at least two (2) years in 4-H, including the current year.

Applicants will be judged on the following criteria **during the last two years** as evidenced by their 4-H Record Book:

- Leadership,
- Community Service,
- Project Work.

Applicants will be judged on the following system:

- Question responses
- Poise
- Leadership

### Intermediate 4-H'er of the Year Award

The **Intermediate 4-H'er of the Year Award** is presented to two (2) Intermediate 4-H Members each year for outstanding accomplishment and participation in the Grimes 4-H program during the **current 4-H year**.

#### **Eligibility Requirements**

The applicant must be a member in good standing with a local 4-H Club and with the Grimes 4-H program. He or she must have been enrolled in 4-H by January 1 of the previous year.

The member must be at least 11 years of age as of September 1 of the current year.

Applicants will be judged on the following criteria **during the current 4-H year** as evidenced by their 4-H Record Book:

- Leadership,
- Community Service,

- Project Work.

Applicants will be judged on the following systems:

- Question responses
  - Poise
  - Leadership
- 

### **Rookie of the Year Award (*this is the only award that can be received of any age division*)**

The **Rookie of the Year Award** is given annually to two (2) **first year 4-H members** for outstanding participation in the Grimes County 4-H Program.

#### **Eligibility Requirements**

The applicant must be a member in good standing with a local 4-H Club and with the Grimes County 4-H program. He or she must have been enrolled in 4-H by September 1 of the previous year. The applicant must be between the ages of 8 and 18 as of September 1 of the current year or in at least the third grade during the previous school year, and be a first year 4-H member.

Applicants will be judged on the following criteria **during the current 4-H year** as evidenced by their 4-H Record Book:

- Leadership,
- Community Service,
- Project Work.

Applicants will be judged on the following systems based on the awards interview:

- Question responses
  - Poise
  - Leadership
-



## Junior Awards

### Bronze Star

The **Bronze Star Award** will be presented each year to two (2) outstanding 4-H junior members at the County Awards Banquet...

The **Rookie of the Year Award** can go to any age group and will be presented each year to two (2) outstanding 4-H member that are entering their first year of 4-H and that showed outstanding leadership.

#### **Eligibility Requirements.**

The 4-H'er must be at least 8, 9 or 10 years of age as of September 1 of the current year.

The 4-H member must be in their first, second or third year.

A 4-H member may not receive the Bronze Star and Rookie of the year Award in the same year.

The 4-H member must submit a record book in the year he/she is to be considered for the award.

Applicants will be judged on the following criteria: **during the previous and current year** as evidenced by their 4-H Record Book:

- Leadership,
- Community Service,
- Project Work.

Applicants will be judged on the following system based on the awards interview:

- Question responses
- Poise
- Leadership

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### **4-H Project Awards/Record Book Competition**

**4-H Project Awards** will be presented annually to 4-H members who submit completed 4-H Record Books in one of the project categories of the **4-H County Record Book Competition**. Blue, red or white ribbons will be awarded in 4-H Record Book Competitions. Top county intermediate, junior and senior record books in each of the project areas will advance to

**District 4-H Record Book Competition.** In addition, winning **senior** record books may advance to the **State 4-H Record Book Competition**, and be eligible for other awards programs and scholarships.

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**Project pins** will be awarded to 4-H'ers with 1 (Bronze pin), 2 (Silver pin), and 3 or more (Gold pin) projects based on the **project report form**.

### **Eligibility Requirements**

The applicant must be a member in good standing with a local 4-H Club and with the Grimes 4-H program. He or she must have been enrolled in 4-H by January 1 of the previous year. The member must have been at least 8 years old by September 1 of the current year, or in at least the third grade during the previous school year.

The 4-H member must submit a complete 4-H Record Book or project completion form in a project area of the County 4-H Record Book Competition in the year he or she is to be considered for the award.

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### **4-H Key Awards**

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The 4-H Key Award is non-competitive recognition awarded to each 4-H member who meets certain criteria for excellence and commitment to a broad range of 4-H activities. Standards for each of the key awards included strong project work and exhibits; club, county, and district participation and leadership; community service; method demonstrations; and record keeping. The high standards for the key awards guarantee an elite group of recipients.

#### **Bronze Key Award**

Each junior member will be designated a Bronze Key 4-Her if he or she meets the following criteria during any 4-H year:

- Completes at least one project during the current 4-H year.
- Turns in a completed 4-H Record Book in the year he or she is being considered for the award.
- Does a method demonstration, illustrated talk or public speech on at least one project.
- Serves on a planning committee at the club or county level.
- Participates in a community service project.

### **Silver Key Award**

Each intermediate 4-H member will be designated a Silver Key 4-Her if he or she meets the following criteria during any 4-H year:

- Completes at least 2 projects during the current 4-H year.
- Turns in a completed 4-H Record Book in the year he or she is being considered for the award.
- Does a method demonstration, illustrated talk or public speech on at least one project.
- Participates in a "promote 4-H" activity.
- Takes a prospective 4-H member to a 4-H activity as a guest.
- Participates in at least one school, community, or church activity.
- Assists 4-H leader with a least 2 clubs or project group activities.
- Serves on a planning committee at the county level.
- Participates in a community service project.

### **Gold Key Award**

Each senior 4-H member will be designated a Gold Key 4-Her if he or she meets the following criteria during any 4-H year:

- Completes at least 4 projects during the current 4-H year.
- Turns in a completed 4-H Record Book in the year he or she is being considered for the award.
- Does two method demonstrations, illustrated talks or public speeches on at least one project.
- Participates as an exhibitor in the Grimes County Fair.
- Participates in a "promote 4-H" activity
- Participates in at least two school, community or church activities.
- Serves as a Junior or Teen Leader for a club or project group.
- Participates in County 4-H Council, attending at least 2 meetings.
- Serves on at least one county level planning committee.
- Participates in at least one 4-H leadership activity at the District or State Level.

## **GRIMES COUNTY 4-H COUNCIL BY-LAWS (STANDING RULES)**

(Revised August 4, 2012)

### **1. NAME**

The name of this organization is the Grimes County 4-H Council.

### **2. PURPOSE**

The purpose shall be to develop leadership, to promote and encourage 4-H work and to coordinate 4-H activities in the county.

### **3. MEMBERSHIP**

- A. Membership of the Grimes 4-H Council is open to all youth, irrespective of race, color, national origin or disability and shall consist of two voting delegates from each 4-H Club and the Executive Committee of the Grimes 4-H Council.
- B. In the event a regularly elected voting delegate cannot serve, an alternate may be selected by the club concerned with the alternate having all rights and privileges of a regularly elected voting delegate
- C. Members shall be at least 14 and not 19 years of age by August 31 of the year in which they are installed and have at least one year of 4-H club membership, including the current year.
- D. The term of office of County 4-H Council members shall be from the August Council Meeting to the next July Council meeting in the following year.

### **4. OFFICERS**

The officers of the Grimes County 4-H Council shall be Chairperson, 1<sup>st</sup> Vice-Chairperson, 2<sup>nd</sup> Vice-Chairperson, 3<sup>rd</sup> Vice-Chairperson, Secretary, Treasurer, Parliamentarian, Historian, Reporter, and Delegate-at-Large.

- A. The Chairperson, 1<sup>st</sup> Vice-Chairperson, and Delegate-at-Large must be 16 year of age and not be 19 years of age before August 31 of the year they are installed.
- B. All officers shall have at least one year left in high school.
- C. All officers must be Grimes 4-H Club Officers. All candidates must have attended a County 4-H Council meeting of the current year. They do not have to attend as a voting delegate from their respective club.
- D. An officer is not eligible to serve in the same office for two terms.

- E. There shall be no more than two officers elected from any one club unless there are not eligible candidates who meet criteria to run for office. The Chairperson and 1<sup>st</sup> Chairperson cannot be from the same club.

**5. TERM OF OFFICE**

Officers shall be elected annually and shall not be eligible for the same office for more than one term.

**6. ANNUAL MEETINGS AND ELECTION OF OFFICERS**

Officers shall be elected at the May Council meeting. The time and place will be determined by the Extension Office. Officers and committee chairmen shall give reports of work that has been done during their term of office. Standing rules shall be read, considered and revised as needed and adopted.

Election Procedure:

- A. Candidates for County Offices should in written correspondence express that they wish to seek office by the County deadline and present a speech as to why they should be elected to an office prior to elections.
- B. All eligible applicants will be introduced and allowed the opportunity to give a talk focusing on 4-H.
- C. Election will be by secret ballot.
- D. Majority (50% + 1) of those voting delegates present.
- E. A runoff is between the TOP TWO CANDIDATES or ADDITIONAL CANDIDATES IN CASE OF A TIE (SAME NUMBER OF VOTES).
- F. The voting order for 4-H Council Officers is Chairperson, 1<sup>st</sup> Vice-Chairperson, 2<sup>nd</sup> Vice-Chairperson, 3<sup>rd</sup> vice-Chairperson, Secretary, Treasurer, Parliamentarian, Reporter, Historian, and Delegate-at-Large.

**7. MONEY RECEIVED AND PAID OUT**

The treasurer shall make a treasurer's report at each meeting and at any other time upon request of the Chairperson of the council.

**8. EXECUTIVE COMMITTEE**

The Executive Committee shall be composed of the Chairperson, 1<sup>st</sup> Vice-Chairperson, 2<sup>nd</sup> Vice-Chairperson, 3<sup>rd</sup> Vice-Chairperson, Secretary, Treasurer, Parliamentarian, Historian, Reporter, and Delegate-at-Large.

**9. MEETINGS**

There will be not less than six meetings during the year. The Executive Committee working with the Agents will set the dates for additional meetings, as necessary.

**10. VOTING BODY**

The voting body shall consist of the members as defined in Rule 3.

**11. QUORUM**

The quorum shall consist of 50% + 1 of the voting members present.

**12. BYLAW AMENDMENT**

These rules may be amended by majority vote of the members present and voting at any regular meeting of the 4-H Council at which a quorum is present. Members shall be notified in writing at least seven days before the date on which the amendment is to be enacted.

**13. GRIMES 4-H COUNCIL RESOLUTION**

Be it resolved by the Grimes 4-H Council that no member of the council shall consume alcoholic beverages, use illegal drugs or tobacco products while traveling to and from or participation in 4-H activities. In the event a 4-H Council member violates this resolution, disciplinary action will be taken by the Executive Committee with the Extension Agents serving as advisors.

## GRIMES COUNTY ADULT LEADERS ASSOCIATION CHARTER AND BY-LAWS

### CHARTER

**Purpose.** The purpose of this Association is to develop and support volunteer leaders to serve the needs of 4-H members.

#### **Functions.**

1. Plan and conduct adult leader training programs based upon the needs of the leaders.
2. Foster leader participation in county, district, and state education programs.
3. Advise County Extension Agents of 4-H adult leader needs.
4. Provide opportunities for fellowship and an exchange of ideas among leaders.
5. Assist in planning, implementing, and evaluating county and district 4-H events and activities.
6. Assist in the development of resources to support the County 4-H program.
7. Interpret the 4-H program to the public.
8. Promote a feeling of unity of purpose among volunteer 4-H leaders.

### BY-LAWS

1. **NAME:** The name of this association shall be the Grimes County Adult Leaders Association (GCALA).
2. **MEMBERSHIP:** All adult volunteer 4-H leaders who serve in Grimes County and parents whose children participate in Grimes County 4-H are members of the Association, regardless of the leadership role they perform. Membership is opened to all 4-H adults regardless of age, socioeconomic level, race, color, sex, religion, handicap or national origin.
3. **VOTING BODY:** The body shall consist of 4-H Leaders and 4-H Parents who are present at the meeting and are enrolled in 4-H Connect. The GCALA Chairman shall have a vote.
4. **QUORUM:** A quorum shall consist of four (4) members of the voting membership present, which must include two (2) executive officers.

5. **OFFICERS.** The elective officers of this association shall be the Chairman, Vice-Chairman, Secretary, and Treasurer. They will be elected at the **last** business meeting of the 4-H year.
  - a. All officers shall be nominated from the floor with a variety of representation from the different clubs or by a nominating committee.
  - b. To be an elected officer, a person must be a leader at least one year and attend at least four of the Adult Leaders meeting the previous year before being elected.
  - c. A vacancy occurring in any office shall be filled by a majority vote of the Association members.
  - d. The Chairman and Vice-Chairman shall serve as delegates to the District Adult Leaders Association or who is designated by the committee.
  
6. **TERM OF OFFICE.** All officers shall be elected for one (1) year terms beginning after officer installation during the **first** business meeting of the 4-H year, usually in September.
  
7. **COMMITTEES.** The Association shall have standing committees and special committees as needed. If a committee fails to complete its duties and responsibilities and submit a report at the appropriate time, the Chairman has the authority to reappoint other members and/or chairman if necessary.

**SPECIAL COMMITTEES.** Special committees may be formed as the need arises to work on projects.
  
8. **MEETINGS.** There shall be six (6) business meetings a year.
  
9. **FUNDS.** The funds will be run through the Grimes 4-H council. Signatures shall be on file at the First National Bank of Anderson for the 4-H account and certificates of deposit.

**Checks require two signatures from the signatures on file with the bank, one Adult and one 4-H Council member.**
  
10. **BOOK FUNDS** will be awarded each year, if money is available.
  
11. **DISSOLUTION CLAUSE.**
  - a. In the event that a local club disbands or becomes inactive or over an extended period of time, all of its money, equipment, paraphernalia, and name will become property of the Grimes 4-H Program. However, if a local club's bylaws



contain a “dissolution clause” describing disposal procedures for club resources, then the club’s bylaws and clause supersede this and all other similar Council and Association rules.

- b. In the event that 4-H in Grimes County dissolves, a Grimes 4-H Dissolution Committee will be appointed. Member of the committee will be appointed. Members of this committee will represent Council and GALPA and will be composed of seven (7) members: Three (3) Council and four (4) GALPA representatives. The committee will make recommendations to disperse 4-H assets and will make recommendations to the joint body of Council and GALPA. The final decision will be made by Council and GALPA jointly.

12. **ASSOCIATION ADVISORS.** County Extension Agents shall serve as advisors to the Association. Other resource people and agencies may be called on as consultants.

13. **AMENDMENTS.** The bylaws may be amended by a two-thirds vote of members present at any Association business meeting. However, written notice of the proposed amendments must be sent to Association members and County Extension Agents prior to the business meeting.

- A copy of the current bylaws will be available on the website and in the secretary’s minutes.

14. **BYLAW REVIEW.** The bylaws shall be reviewed every year.

**2019 – 2020 GRIMES COUNTY 4-H COUNCIL OFFICERS**

Chairman – Chyna Williams  
1<sup>st</sup> Vice Chairman – Katherine Waitz  
2<sup>nd</sup> Vice Chairman – Alexis Ostigin  
3<sup>rd</sup> Vice Chairman – Drew Wagner  
Secretary – Ariana Gonzalez  
Treasurer – Autumn Atkinson  
Reporter – Adriana Chapman  
Historian – Drew Wagner  
Parliamentarian – Adriana Chapman  
Delegate At Large – JaColby Matthews

**Grimes County Adult Leaders Association Officers 2018–2020**

Chairman – Mae Brooks  
Vice Chairman – Ann Mitchell  
Secretary – Myra Gonzalez  
Treasurer – Linda Finch

**Extension Staff 2019–2020**

**Allen Homann**, County Extension Agent - Agriculture & Natural Resources, County  
Coordinator & 4-H Program Coordinator, Texas A&M AgriLife Extension Service  
**Carla Hayes**, Extension Agent - Cooperative Extension Program Prairie View A&M University  
**Stacey Male**, Office Manager- Grimes County