



UNIVERSITY OF ILLINOIS
EXTENSION



County 4-H Policies In Effect as of September 1, 2009

In an effort to support a quality 4-H experience in DuPage County, **the following policies are in effect** for 4-H members, clubs, volunteers, and independent members. These policies were established so that those involved in 4-H in this county will know that there are minimal expectations regarding participation. These policies are in addition to State 4-H Policies.

Members

Goal: To encourage a well-rounded 4-H experience.

Policy: *Youth must participate in a minimum of four 4-H meetings, tours, workshops, and/or other 4-H activities in DuPage County (or representing DuPage Co.) to be considered a 4-H member in DuPage County. Those who do not meet this requirement will not be eligible to take part in 4-H exhibitions, receive 4-H premiums or other 4-H awards and recognition that are available to 4-H members.*

Goal: To encourage 4-H'ers to participate in the County Fair.

Policy: *Only 4-H'ers who are exhibiting at the Mini Fair (the week before Fair) or County Fair will receive an armband for free admission into the fair.*

Clubs

Goal: To encourage a well-rounded 4-H experience.

Policy: *All clubs will submit the Club Program Plan Form by December 1 of each program year. Clubs are encouraged to use the Club Standards of Excellence as a guideline for establishing their annual plan.*

Goal: To encourage a well-rounded 4-H experience.

Policy: *All clubs will keep a secretary book with attendance records for all club meetings and activities. All clubs must submit their secretary book at the end of the 4-H year to the DuPage Extension Office.*

Policy: *Any club that maintains a treasury is required to keep a treasury record and supporting documentation which must be submitted to the DuPage Extension Office at the end of the 4-H year (August 31 of each year).*

Goal: To facilitate good fiscal management of 4-H funds and adherence to 4-H policy.

Policy: Any club participating in a fundraising event must seek prior approval by completing and submitting the Fundraising Approval Form to the Extension Office. Approval may take up to two weeks.

Policy: Any club participating in a fundraising event will complete and submit the Fundraising Income & Expense Statement Template within two weeks following the approved fundraising activity.

Independent Members

Goal: To encourage a well-rounded 4-H experience.

Policy: Each year independent 4-H'ers will submit the Independent Member Plan form to be considered a 4-H member in DuPage County. Plans must align with the 4-H Member Standards of Excellence as they relate to the age of the 4-H member. Additionally, independent members must submit in their plan the name of their project mentor (must be someone other than a parent/guardian) and a schedule that details a minimum of 4 meetings with the mentor. The independent member must present this plan to Extension 4-H staff by December 1 of each year. A brief report outlining the plan accomplishments to date must be submitted with exhibit registration in order to exhibit. If the 4-H'er chooses not to exhibit, the report must be submitted by the end of the 4-H year in order to re-enroll as an independent member the following year.

Goal: To encourage a well-rounded 4-H experience.

Policy: Only independent 4-H'ers who are exhibiting at the County Fair will receive an armband for free admission into the fair.

Goal: To enhance communication and the volunteer experience.

Policy: Independent members must have an adult representative attend all leader/parent meetings.

Volunteers

Goal: To assure that all volunteers are acknowledged for their contributions to 4-H.

Policy: County fair armbands will be given to any 4-H volunteer who is officially enrolled as a 4-H volunteer and who has contributed 25 or more hours of service during the current 4-H year. This policy applies to club volunteers, committee members, and others fulfilling a DuPage County volunteer role.

Goal: To enhance communication and the volunteer experience.

Policy: Every club will send a representative to each leader meeting. This may be a volunteer from the club or a parent.

Questions regarding these policies may be addressed to:

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