



Illinois State Fair 4-H Club/Group Presentation Application

Please complete the following information as completely as possible. Type or print the information in the spaces provided. **ALL Signatures listed are required for application to be considered.**

Name of club/group: _____

County: _____

Adult Contact _____ Youth Contact _____

Address _____ Address _____

City/State/Zip _____ City/State/Zip _____

Phone: _____ Phone _____

E-mail _____ E-mail _____

Club/Group FEIN: *(required for premium payment)* _____ - _____

Number of leaders in club/group: _____ Adults _____ Youth

Number of members in club/group: _____ 15 or fewer _____ 16-30 _____ Over 30

We submit this application to be considered for the Club/Group Action Presentations at the Illinois State Fair. If selected, we will work with the Junior Department Staff to promote the Illinois 4-H program in the best possible manner. We realize that some changes may need to be made by either our group or Jr. Department Staff between submission and the actual presentations and will work in cooperation with them to reach a solution. We also realize that should we break any rules, policies or codes of conduct from the Illinois State Fair, Junior Department, OR the University of Illinois Extension State 4-H program that we may be dismissed from the fairgrounds and forfeit the premium for this activity.

Youth Contact Signature: _____ Date: _____

Adult Contact Signature: _____ Date: _____

I have reviewed this application and support the club/group's submission:

Extension Staff Signature: _____ Date: _____

**Completed applications are due in the State 4-H Office postmarked no later than May 1.
(If May 1 falls on a weekend, the applications must be postmarked by the Friday prior to May 1.)
Late applications will only be considered if 1) there was a lack of proposals submitted;
or 2) Earlier proposals do not meet the established criteria.**

Club/Group Action Presentation Proposal

Estimated number of members to be involved in the actual presentation at State Fair: _____

Approximate age range of members to be involved in the actual presentation at State Fair: _____

Check the Curriculum Area highlighted with this presentation: (See project list at end of this application)

- | | |
|--|---|
| <input type="checkbox"/> Agriculture | <input type="checkbox"/> Food, Nutrition & Health |
| <input type="checkbox"/> Community Involvement &
Global Understanding | <input type="checkbox"/> Home & Family |
| <input type="checkbox"/> Environment & Natural Resources | <input type="checkbox"/> Mechanics & Technology |
| | <input type="checkbox"/> Personal Development |

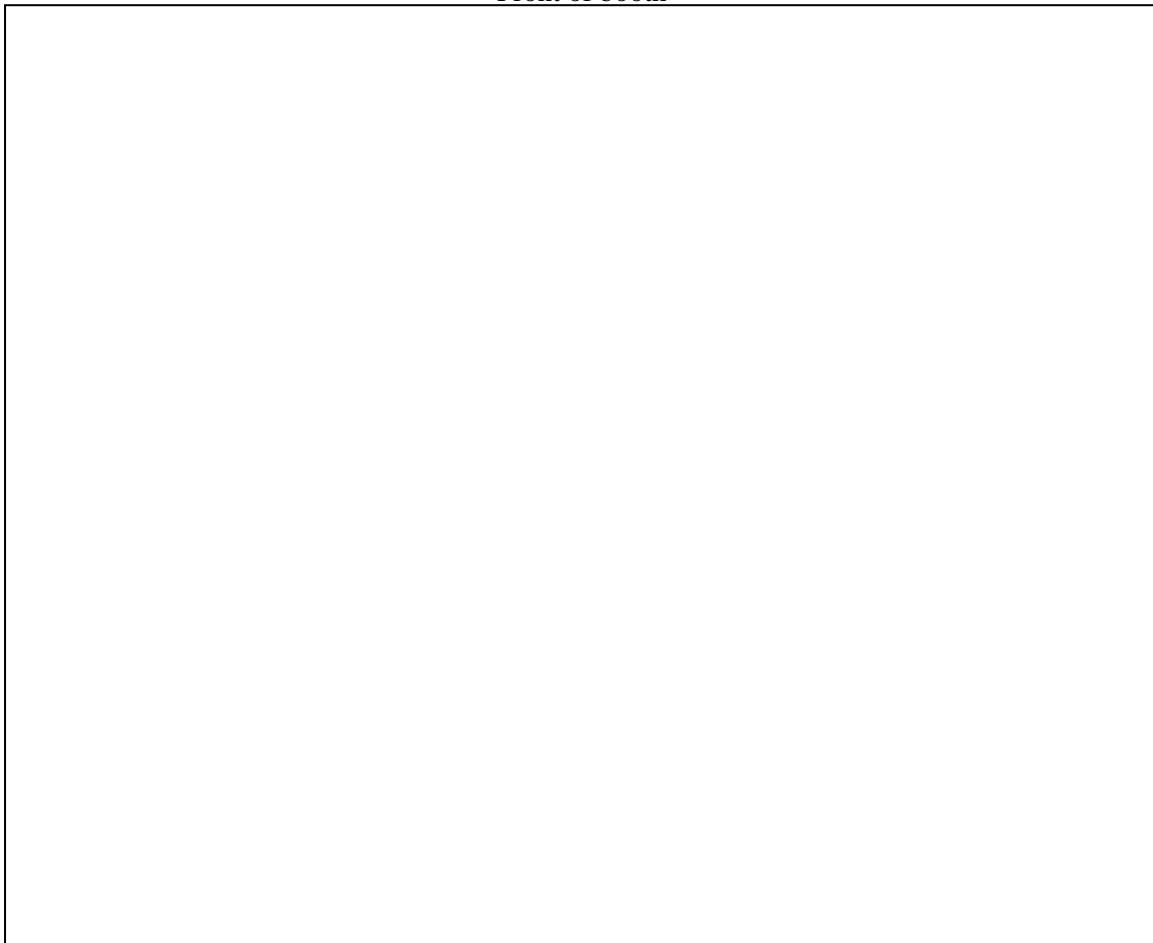
At this time, we are available for this presentation on the following date(s): (*Exact dates will be confirmed after the selection process.*)

- | | | |
|---|---|--|
| <input type="checkbox"/> Friday, August 8 | <input type="checkbox"/> Tuesday, August 12 | <input type="checkbox"/> Saturday, August 16 |
| <input type="checkbox"/> Saturday, August 9 | <input type="checkbox"/> Wednesday, August 13 | <input type="checkbox"/> Sunday, August 17 |
| <input type="checkbox"/> Sunday, August 10 | <input type="checkbox"/> Thursday, August 14 | |
| <input type="checkbox"/> Monday, August 11 | <input type="checkbox"/> Friday, August 15 | |

We ___ do ___ do not need electrical power for our presentation.

In the space below, please provide a rough drawing of how you imagine the layout for your 10' x 12' booth. Your table and chairs are moveable, but must remain in this space. (1/2" = 1')

Front of booth



Proposal – continued

Provide a maximum of two additional typed pages that provide the following information regarding your presentation:

- Name of your Display/Presentation
- Educational Purpose of your Display/Presentation
 - What are the specific objectives of your presentation? (What do you want to do?)
 - What do you want the general public to learn from your booth?
- Proposed Action-oriented Activities
 - What type of hands-on activities are you planning to involve the public?
- If you have requested electricity, what do you plan to plug in the outlet?
- If you plan to bring additional signage, please include a drawing of the proposed signage and indicate how you plan to display the signage.
- If you plan to provide handouts, please provide copies of proposed handouts.
- How many youth do you expect to be involved in the booth at any one time? (The minimum requirement is 3 youth and 1 adult at all times.)

Action Presentation Guidelines

- Applications may be coordinated by an adult volunteer or, in the case of a county-wide group, an Extension staff member. Club/Groups must apply for a minimum one-day, 5-hour time slot. A minimum of 3 youth and one adult are required to be at the booth at all times during the assigned time slot. Groups may apply for multiple days (preferred). A premium will be awarded to the club/group at a rate of \$100 per day. The group will be required to have an FEIN (Federal Employee Identification Number) in order to receive the premium.
- Youth must be 4-H age (8-18); Adult volunteers must be 21 years of age or older. All members and volunteers are expected to abide by the Illinois 4-H Code of Conduct for Events and Activities during the entire time they are on the fairgrounds. The Jr. Department Dormitory will be available at no cost should members and volunteers wish to stay on the grounds. Chaperones for the group must be the same sex as the exhibitors and screened by Extension procedures in advance.
- Time slots for participation will be staggered -- 9:00/9:30 a.m. to 2:00/2:30 p.m. and 2:30/3:00 – 7:30/8:00 p.m. The building is open from 9:00 a.m. until 9:00 p.m. Groups assigned to morning time slots will be able to arrive as early as 8:00 a.m. to set-up; Afternoon groups may arrive ½ hour prior to their scheduled time to set-up. Parking next to the building will NOT be available; however, groups will be allowed temporary unloading permits. Limited parking passes will be provided by the State 4-H Office for Lots 1 or 21.
- Action presentations will take place on the Mezzanine level of the Exposition Building at the Illinois State Fair. Each presentation will have a space approximately 10' x 12' in size. One 5' table w/ table cover and skirting and 3 folding chairs will be provided. Professional draping will be provided at the back and sides of the space. Signage with the group's name will be provided. If the group needs additional table space or seating, they may bring their own; however everything must fit into the club/group assigned presentation area. Extra items may not be moved into space designated for pedestrian walkways. **NOTE:** The Exposition Building is not air-conditioned, but is extremely well-ventilated with ceiling fans. Groups may wish to bring along fans, but these must be placed out of reach from the general public.

- Action presentations need to appeal and draw the attention of the general public. Hands-on activities are desired. Club/groups may not sell items; these presentations are for educational purposes only. Handouts may be provided by the club/group. Individual activities within the display should last long enough to attract the attention of the general public, but not be exceedingly lengthy (approximately 10 minutes). Groups may wish to have extra youth available who can promote the group’s activities on the main level of the Exposition Building, encouraging families with young children to come to the 4-H area.
- Any depiction of the 4-H Clover must be in accordance to guidelines established by U.S.D.A. Information regarding those guidelines may be obtained from your local Extension Office. If the 4-H Name or Emblem is found to be used in a manner against the guidelines, it will be removed from the display.
- Refrigeration is not provided; electrical outlets may be available, if requested. Exhibits and Presentations may not include helium balloons, glitter, propane or gasoline. Food preparation will NOT be allowed due to public health issues. A water supply is available on the same floor. An air-conditioned floor “lounge” will be available for breaks. Restrooms are on the lower level. Groups are expected to keep their own areas clean. Garbage cans will be available in the general area.
- **PREVIOUS DISPLAY IDEAS:** Just to start the brainstorming process, here are some ideas of presentations from past displays –

Poisonous plants identification	Horticulture landscape ideas
Wildlife track identification	Food Pyramid (now MyPyramid)
Clowning (face painting & balloon creations)	Visual arts activities
Household poison prevention	Toy safety

Curriculum Areas & Project Assignments

Agriculture – Includes *Animal Sciences* (Beef, Cat, Dairy, Dog, Goat, Horse & Pony, Poultry, Rabbit, Sheep, Small Pets, Swine, Veterinary Science and any related county projects, and *Plants & Soils* (Plant & Soil Science, Crops & Soils, Horticulture, and any related county projects.)

Community Involvement & Global Awareness – Includes Citizenship, Intercultural, any related county projects.

Environment & Natural Resources – Includes Camping & Outdoor Living, Conservation, Entomology, Forestry, Geology, Natural Resources, Sportsfishing, any related county projects. .

Food, Nutrition & Health – Includes all Foods & Nutrition projects (and food safety), Health, any related county projects. .

Home & Family – Includes Child Development (including safety), Intergenerational, Family Relations, Clothing & Textiles, Consumer Education, Interior Design, any related county projects. .

Mechanics & Technology – Includes Aerospace, Bicycle, Computer Science, Electricity, Safety (mechanical-oriented safety), Small Engines, Tractor, Woodworking, any related county projects.

Personal Development – Includes Communication (public presentations, newswriting), Leadership, Photography, Visual Arts, Recreation, Theater Arts, any related county projects.



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*University of Illinois Extension provides equal opportunities in programs and employment.
The 4-H Name and Emblem are Protected Under 18 U.S.C. 707.*