It's hard to imagine that the end of another 4-H year is upon us. With the end of the 4-H year comes time to finish filling out the pin applications, record books, Project Award Applications, and other award applications or nominations. This document highlights the Central Kansas District 4-H Awards System and what awards and recognition are available to 4-H members and volunteers. 4-H members and parents are strongly encouraged to read this document thoroughly. If you have any questions, please call or email Sarah. The next four pages are also available on the District website, http://www.centalkansas.ksu.edu/ → 4-H Youth Development → Awards & Recognition → 2021 Award Information. Note: Events occurring after the due date for District awards will count towards the next 4-H year.

Pin Applications/Member Achievement Plan (Revised 09/20)
Top off the 2020-21 year in style...apply for the Achievement Pins! How, you may ask? The Achievement Pin Application is available on the District website (http://www.centalkansas.ksu.edu/4-h). The 4-H Member Achievement Plan or Pin Application is found under 4-H Youth Development → Awards & Recognition → Member Achievement Pin Application. Regardless of what pin the 4-H member is applying for, they will all fill out the same form, but the items required will vary (see the details on the first page of the application).

The Achievement Pins or Standard of Excellence Award Categories: Where a "standard" is set and completion of categories is determined by a minimum requirement.

1. Membership
2. Bronze
3. Clover Pin
4. Emerald Pin
5. Silver Pin
6. Silver Guard
7. Leadership Pin (must be enrolled in: Citizenship & Leadership)
8. Gold Pin
9. Gold Guard
10. Citizenship Pin

Please note:
- Only one Achievement Pin can be received by each 4-H member per year.
- A pin may be skipped, but once a pin is skipped, a 4-H member may not go back and apply for it. For example: If a 4-H member received the Emerald Pin in 2013, receives the Silver Guard in 2014, he/she cannot apply for the Silver Pin in 2015.
- **Only Central Kansas District 4-H Member Achievement Plan / Pin Application will be accepted.**
- Members are encouraged to check all boxes for the events / activities / accomplishments. This will assist the review committee if there is a problem with one of the items selected on the application. Any item left blank, will result in an automatic deferral and the 4-H member will not receive the pin.

Appeal Process for Deferred Pin Applications/Member Achievement Plans (Revised 09/2017, Reviewed 09/2020)
If a 4-H member has their pin application deferred on the club level, the organizational leader is to notify the 4-H member. If the 4-H member wishes to appeal the deferral, they may do so by completing the Appeal Process Form. The Appeal Process Form is found under 4-H Youth Development → Awards & Recognition → Member Achievement Pin Application.

Project Award Applications
Did you know that the true completion of your 4-H project is the final report you write…a.k.a. your Record Book or Project Award Application? The number one question asked about project awards is “who can apply?” The answer is any 4-H member. All 4-H members will submit their project award application to their club leaders, and the leaders will turn all of the project award applications in to either Extension Office. So, if your goal is to receive a District Award in a 4-H Project Area, then you will want to fill out the project award application for your age. Project Awards can be received more than once during a 4-H member’s career.

There are three age levels for the Central Kansas District 4-H Project Awards. They are 7-8 year olds, 9-12 year olds, and 13 years old and older. All Project Award Applications are available on the District website under 4-H Youth Development → Awards & Recognition → Project Award Applications. The awards will be divided by age groups: 7-8 years old; 9-12 years old; and 13 years old and older. Please know the state forms which we use may indicate different age groups. Guidelines for the different age groups are:

**7-8 years old** (October, 2020)
This age group will fill out the project award application for the 7-8 year olds. There is a specific project award application for animal projects (this includes ALL animal projects). This age group will need to turn in their award application in a red or blue binder. Everyone in the 7-8 year old group who has turned in a project award application will receive a participation certificate and a “token” of recognition (i.e., 4-H item such as a pencil, key chain, magnet, etc.). Be sure to complete the 4-H Personal Page and include in the front of the Project Award Application.
9-12 years old (October, 2020)
This group will need to use the project award application for the 9-12 year olds. There is a specific project award application for animal projects (this includes ALL animal projects). This age group will need to turn in their award application in a white binder. Be sure to complete the 4-H Personal Page and include in the front of the Project Award Application.

13 years old and older (October, 2020)
This group will need to use the project award application for the 13 years and older. There is a specific project award application for animal projects (this includes ALL animal projects). This age group will need to turn in their award application in a black binder. Be sure to complete the 4-H Personal Page and include in the front of the Project Award Application.

The 9-12 year old group & 13 years old and older group will be recognized using the following guideline: Youth will be recognized based on the enrollment in the age group. 10% or up to 4 books/individuals may be recognized. But, if 15 or more books are turned in within a project area, more youth may be recognized. For every 5 books over 10, one more 4-H Member may receive recognition. For example, if the photography project had 23 award recognition books turned in and had an enrollment of 43, 6 books/individuals may be recognized (10% up to 4 and for every additional 5 books after 10, 1 more youth can be recognized…4+1+1 = 6). Only books in the 9-12 year old and 13 year old and older groups that warrant recognition will be recognized for an award.

The binders should be a ½ inch or 1 inch 3-ring binder. No clipart or pictures are allowed on the cover page. The notebooks should have a label (or sheet of paper for the presentation/view binder notebooks) with the following:

4-H Member’s name (First and Last name)
Central Kansas District
4-H Club Name
4-H Project Area

2020 – 2021 4-H Project Award Areas

- Beef
- Civic Engagement (formerly Citizenship)
- Clothing & Textiles (includes construction, buymanship, fashion revue)
- Communications (includes public speaking & other medias)
- Dairy (cattle & goats)
- Dog Care & Training
- Entomology
- Environmental Science
- Family Studies
- Fiber Arts
- Foods & Nutrition (includes foods preservation)
- Geology
- Health & Wellness (includes health/fitness, bicycle, recreation, outdoor adventures)
- Home Environment
- Horse
- Leadership
- Meat Goats
- Performing Arts
- Pets (includes cats & hand pets)
- Photography
- Plant Science (includes forestry, horticulture, field crops)
- Poultry
- Rabbits
- Reading
- Self-Determined (includes CO2 cars and welding)
- Sheep
- Shooting Sports
- STEM (includes computers, rocketry, aerospace, robotics, astronomy, UAS, architectural block construction)
- STEM: Energy Management (includes electricity, ag mechanics, small engines, & renewable energy)
- Swine
- Visual Arts
- Wildlife (includes sport fishing)
- Wood Science

The Project Award Application for each project submitted for an award should be in its own binder (i.e., one project per binder). The order of the book should be as follows:

Personal Information Page
Project Award Application (includes the project story and photos)

Ten-Year Award (2021)
In order for a 4-H member to receive a plaque for being in 4-H for 10 years, they will need to complete the Ten-Year Award Application. The Ten-Year Award Application is found under 4-H Youth Development → Awards & Recognition → Ten-Year Award Application (found under Additional Award Forms). This application will be due September 27, 5 p.m.
Kansas 4-H Key Award (November, 2019)

The Kansas 4-H Key Award is a State Award. The basic requirements are: 1) a 4-H member must have passed their 16th birthday before January 1 of the current year; 2) completed four or more years of 4-H work; and 3) enrolled in leadership for four or more years. There are several other requirements for this award. The Kansas 4-H Key Award is found under 4-H Youth Development → Awards & Recognition → Key Award Application (found under Additional Award Forms). Applicants are encouraged to attach additional pages to be able to describe in detail the answers to the questions. While this award application is due on September 27, 5 p.m., there is an optional “review deadline” of August 30, 5 p.m. If a 4-H member submits their Key Award Application by August 30, the Trips & Awards Committee will review it and provide them feedback on what they will need to change in order for the 4-H member to receive the Kansas 4-H Key Award. If a 4-H member does not turn an application in until September 27, 5 p.m., and the application is not thorough, the 4-H member will not receive an opportunity to revise the application. They will have to apply for the award the following year, if eligible. This application should be submitted to your organizational leader to be submitted to the Extension Office.

Please note: A 4-H member may apply for the Kansas 4-H Key Award (State Award) in addition to an Achievement Pin (District Award) in the same year.

Outstanding 4-H Member Award

Do you want to be considered for the Outstanding 4-H Member Award? Are you wondering what you need to do to be considered? If you are a 4-H member 15 years old and older before January 1 of the current year, complete and turn in a Project Award Application in any 4-H project award area by September 27, you will be eligible for this award. There is no separate application to complete. After all the books are judged, the members with the top scoring books will be interviewed by a panel on Sunday, October 10, in the afternoon. Interviewees will be notified by email with their scheduled time and location of the interview. The Outstanding 4-H Member(s) will be named at the Central Kansas District 4-H Celebration of Achievements. If you are selected to interview, you will want to dress in business professional attire. This means, guys, you will want to wear dress pants, button up shirt and tie, no tennis or athletic shoes. A suit jacket is optional, but you may want to try to borrow one if you don't have one. Girls, a dress, skirt, or dress slacks and top is appropriate…no spaghetti straps.

Remember your appearance is someone’s first impression of you and will set the tone of your interview. You should also prepare by reviewing your Project Award Application …you will probably be asked some questions about your leadership roles and other things you accomplished this year, so make sure you have a copy of your Project Award Application, because your Project Award Application will not be returned until the Central Kansas District 4-H Celebration of Achievements.

This award may only be received once during a member’s 4-H career.

Additional Club Forms

New for 2021 – We no longer will be using the Central Kansas District Generic 4-H Project Record. Therefore, for the 4-H member who just wants to keep records and not compete for a 4-H Project Award will need to complete Project Award Application, but it will not need to be submitted to the Extension Office.

The 4-H Permanent Record (PDF – 2020) is also a great record keeping tool for 4-H members. The Permanent Record is found under 4-H Youth Development → Awards & Recognition → Record Keeping Materials → Permanent Record.

Most clubs use the CKD Record Book Check Sheet (Revised 09/2020) to help review the 4-H Record Books and 4-H Project Award Applications before they come to the Extension Office. The CKD Record Book Check Sheet is found under 4-H Youth Development → Awards & Recognition → CKD Record Book Check Sheet (found under Record Keeping Materials).

A complete 4-H Record Book includes: 4-H Project Award Application for each project enrolled in, Personal Information Page, Permanent Record, 4-H Story, and Pictures.

Also, organizational leaders, the Club Summary (or annual summary) (Revised 09/2020) for the club seal is available under 4-H Youth Development → Organizational Leaders → Club Summary. This form is due September 27, 5 p.m., to either Extension Office.

Don’t forget the Club Secretary’s Book & Treasurer’s Book are also due to the Extension Office on September 27.
Awards Specific to the Minneapolis Area Club Members - $50 award
Below is a list of project areas that are included in this series of awards. The recipients of these awards are the senior winners in the respective project based on the 4-H Member’s Project Award Application.

- Beef Award – Everett Harris Award
- Citizenship Award, Leadership Award – Sponsored by: Ottawa County 4-H Foundation
- Lucky Seven 4-H Club Horse Award – Sponsored by: Ottawa County 4-H Foundation
- Sheep Award, Swine Award – Sponsored by: Ottawa County Pork Producers Association

Additional District Awards

4-H Alumni – Due September 27, 5 p.m.
Each 4-H Community Club or Individual can nominate an individual(s) for this award. The nomination should be typed and the requirements are as follows:

- Submit a name of someone whom you feel has contributed a great deal to Central Kansas District 4-H
- The nominee does not have to serve in a volunteer leader role
- The nominee should be a past 4-H member, but does not have to have been a 4-H member in the Central Kansas District (Ottawa or Saline County)
- While a nomination form can be found under 4-H Youth Development → Organizational Leaders → 2020-21 Award Forms, nominations can be made in a letter form to the review committee and contain the criteria mentioned above.

Family of the Year – Due September 27, 5 p.m.
Each 4-H Community Club or Individual can nominate several families for this award (one nomination form per family). The nomination should be typed and the requirements are as follows:

- To be eligible, at least one member of the family must be a current Central Kansas District 4-H Member or 4-H volunteer leader
- The selection criteria for this award includes:
  - Balance of total family involvement in 4-H
  - Contributions family has made to the 4-H program (most weight given to club and local levels)
  - Years of service to 4-H
  - Involvement and contributions given to community
  - Evidence family has benefited from 4-H
- While a nomination form can be found under 4-H Youth Development → Organizational Leaders → 2020-21 Award Forms, nominations can be made in a letter form to the review committee and contain the criteria mentioned above.

Friend of 4-H – Due September 27, 5 p.m.
Each 4-H Community Club can nominate a maximum of one individual for this award. The nomination should be typed and the requirements are as follows:

- Submit a name of someone whom you feel has contributed a great deal to Central Kansas District 4-H
- The nominee does not have to serve in a volunteer leader role
- The nominee does not have to be a past 4-H member
- While a nomination form can be found under 4-H Youth Development → Organizational Leaders → 2020-21 Award Forms, nominations can be made in a letter form to the review committee and contain the criteria mentioned above.

Volunteer of the Year Award
This award is for individuals who have served as 4-H volunteers for less than 10 years at the district or state level as determined before January 1 of the current year. Nominations can come from the club or individuals. Self-nominations are accepted and encouraged. One award will be given each year. Nominations may be made in a letter form indicating why the nominee is deserving of this award. This nomination will be due September 27, 5 p.m., to either Extension Office.

Outstanding Lifetime Volunteer Award
This award is for individuals who have served 10 or more years at the district or state level as determined before January 1 of the current year. Nominations can come from the club or individuals. Self-nominations are accepted and encouraged. One award will be given each year. Nominations may be made in a letter form indicating why the nominee is deserving of this award. This nomination will be due September 27, 5 p.m., to either Extension Office.

At the time of updating the award information, we had not received details from the state regarding the 4-H alumni, volunteer of the year, and outstanding lifetime volunteer awards. Therefore, we do not know if there will be state awards in these areas for 2022.