

Kansas State University Agricultural Experiment Station and Cooperative Extension Service

# FAIR THANK YOU NOTES

Attention exhibitors!!! Don't forget the important thank you notes! You may think "Thank You" notes are little inconveniences that waste your time, but think again! Donors greatly appreciate knowing who won their trophies and awards. Donors look forward to hearing from the 4-H members. If you cannot find the donor's address...check the bottom of the trophy for the sponsor. Please remember to send thank you notes...it helps for future giving! Don't know what to write? Thank them for sponsoring the award. Tell them about yourself and the project you won the award for. You can also tell them about the other 4-H projects you are enrolled in and the activities you enjoy doing in 4-H. Don't forget to sign your name!

# THANK OUR FAIR SUPPORTERS

We are very fortunate that we have had some great support for our county fairs. Consider writing a thank you note as a family to the following groups for the respective fairs. If we wouldn't have had the support of our local fairboards we would not have been able to hold the county fairs we had.

Premiums, Facility, etc.  
Ottawa County Fairboard  
307 N Concord, Ste 190  
Minneapolis, KS 67467

Premiums, Facility, etc.  
Tri-Rivers Fairboard  
P.O. Box 124  
Salina, KS 67401

4-H Council Concession Stand  
Accessible Home Health, Inc  
Attn: Debra Blomquist  
100 N 7<sup>th</sup> St #206  
Salina, KS 67401  
  
Clark, Mize, & Linville  
129 S 8<sup>th</sup> St  
Salina, KS 67401

## 7 Steps to a Great Thank You Note

- 1 A greeting to the thank you note recipient
- 2 Specific reason you are thanking them
- 3 The reason why you appreciate them
- 4 How you plan to use the gift or why the gift was important to you
- 5 A comment or detail about yourself
- 6 A repeat of your thank you
- 7 A closing and signature of your name

✿ 4-H GROWS HERE

MICHIGAN STATE UNIVERSITY Extension

# HELP NEEDED: LION'S BBQ, OCTOBER 23

Mark your calendars for the Annual Salina Downtown Lion's BBQ, to be held Saturday, October 23, at the 4-H Building in Salina. All 4-H Clubs in the District are asked to help support the Lion's Club by selling tickets to support this BBQ, as the Downtown Lions are big supporters of CKD 4-H. They support 4-H with scholarships for 4-H Camp, Citizenship Washington Focus, and Discovery Days. *It is imperative that we help them with this fundraiser more than ever.* Tickets are now available and 4-H members are encouraged to sell a minimum of 2 tickets.



**October 23, 4:30—6 p.m.**

**October 23, 5:30—7 p.m.**

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We'd like to have at least three adults and five to six youth per shift. Younger members should be accompanied by an older teen leader or a parent. If members of your club will be able to help, please call the Salina Extension Office or email Michele at [mhennes@ksu.edu](mailto:mhennes@ksu.edu) and let us know how many workers you will have and what shift you will be able to work. This is a big 4-H fundraiser put on by the Downtown Lions, so provide your support since the Lions provide theirs!

# KANSAS STATE FAIR INFORMATION

More details on how to prepare exhibits to be taken to the State Fair has been posted online at <https://www.centrankansas.k-state.edu/4-h/county-fairs/tririvers/documents/Kansas%20State%20Fair%20Guidelines%202021.pdf>

## ■ **Minneapolis Area Clubs**

- **All exhibits, except foods are due before 5 p.m. on Thursday, September 2, Minneapolis Office.**
- **Food items are due no later than 4 p.m. on Tuesday, September 7.**

## ■ **Salina Area Clubs**

- **All exhibits, including food, flowers, and vegetables are due before 4 p.m. on Tuesday, September 7, Salina Office. Items will not be accepted before August 31.**

Please allow time to enter your projects, as you are responsible for attaching information to the entry.



## 4-H NEWSLETTER DEADLINES FOR 2021

If you have something you would like in the *4-H Newsletter*, be sure to email it to [semaass@k-state.edu](mailto:semaass@k-state.edu). The deadline for October is September 8; November is October 11; and December/January is November 8.

## END OF THE YEAR FINANCIAL REVIEW

In August, all organizational leaders should have received an email with a link to a letter from Sarah with information about the 2020-2021 Financial Review. Remember, the report is due to either Extension Office by November 15 at 5 p.m. The Financial Review Form is posted online for your convenience under *Organizational Leaders*. If you have any questions, please contact Sarah.



**With the new 4-H year starting soon, invite a friend to attend a**

**4-H club meeting with you?**

**Think of ways you can help your club recruit new members and grow.**

**4-H has something for EVERYONE!**

## BRING YOUR 4-H PROJECTS TO LIFE

A monthly series connecting your 4-H projects, college, and careers.



### 4-H Project

Each month we will focus on a different 4-H project for 1-hour in a virtual setting. You may find a new passion!



### Grow in Your Project Work

Explore ways you can enhance your learning activities within your favorite projects.



### Connecting to College & Career Readiness

College professors, professionals in the field, and others will share their experience(s) and help participants grow.

The Bring Your 4-H Projects to Life schedule will resume in October. Save the following dates:

- October 14, 7 p.m., TBD
- November 11, 7 p.m., Kinesiology
- December 9, 7 p.m., Personal Financial Planning

# SAVE THE DATE: 4-H CELEBRATION OF ACHIEVEMENTS

The plan at this time is to hold the 2021 4-H Celebration of Achievements on Sunday, November 7. A time and location are yet being determined. Please be sure and put this event on your calendar. RSVPs will be taken by club and plan to have more information to the club leaders at the September 4-H Leader Updates. Hope to see everyone at the 2021 4-H Celebration of Achievements!



## VOLUNTEERS NEEDED FOR DISTRICTWIDE PROJECT AWARD SCREENING

We need your help! On Tuesday, September 28, adult volunteers are needed to help evaluate and rank the Central Kansas District 4-H Project Award Applications. The evening will begin at 6:00 p.m. at a location yet to be determined in Salina. An email will be sent to participants on the finalized location in a confirmation email. Parents are welcome to participate as reviewers, but they may not screen in an area in which their children have submitted a project award application. Serving as a reviewer is one of the best ways to learn about the 4-H project award application and process. If you've never been a reviewer, please note that you'll be paired with another volunteer for the screening process. We strive to pair a new reviewer with someone who has been a reviewer previously. This is also a great chance to help your club, as we are hopeful that each club will have at least two volunteers for the screening.

Please complete the information at this link: [https://kstate.qualtrics.com/jfe/form/SV\\_28XINtw7SKCjAiy](https://kstate.qualtrics.com/jfe/form/SV_28XINtw7SKCjAiy) and respond by September 12.

## HELPFUL HINTS FOR PIN APPLICATION & THE KANSAS 4-H KEY AWARD

As 4-H members work on their 4-H Pin Application and/or Kansas 4-H Key Award Application, we have some helpful hints for families AND leaders. If you go to <https://www.centrankansas.k-state.edu/4-h/awards-recognition/index.html> you will find the *Helpful Hints for Parents* under “Member Achievement Pin Application” and *Helpful Hints for the Key Award* under “Additional Award Forms.” Be sure to check them out before you submit this application to your organizational leader. Remember, any item left blank will result in an automatic deferral, and the 4-H member will not receive the pin. Organizational Leaders can find the *Award Details & Helpful Hints for Leaders* at <https://www.centrankansas.k-state.edu/4-h/orgleaders/documents/Award%20Details%20for%20Org%20Leaders.pdf>. If you have any questions, please contact the Extension Office.

## 2021 AWARDS INFORMATION

The next four pages outline the 2021 4-H Award details for our 4-H members. Please take time to read through this document thoroughly (also available at <http://www.centrankansas.ksu.edu/> → 4-H Youth Development → Awards & Recognition). *Note: Events occurring after the due date for District awards will count towards the next 4-H year.*

We have a series of training videos on the Central Kansas District 4-H Awards. See topics below. We'd encourage you to watch these, and if you have any questions, do not hesitate to reach out to your Club Organizational Leader, Sarah, or Kate. Also, if you feel that there is a topic not covered or one which needs more detail, please contact Sarah.

- Introduction to Awards & Recognition (includes Member Achievement Pin Application details)
- Goals & Permanent Record
- Project Learning Experiences, Project Reflection, and Photographs
- Project Presentations & Communications, Exhibits & Showcase Opportunities, and Non-Animal Project Finance
- Project Leadership & Citizenship
- Animal Project Finance



# 2021 DISTRICT 4-H AWARDS & RECOGNITION INFORMATION



**K-STATE**  
Research and Extension  
Central Kansas District

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.centrankansas.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.centrankansas.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  | 5. Silver Pin   | 8. Gold Pin         |
| 2. Bronze      | 6. Silver Guard   | 9. Gold Guard       |
| 3. Clover Pin  | 7. Leadership Pin (must be enrolled in: Citizenship & Leadership) | 10. Citizenship Pin |
| 4. Emerald 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 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 **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 9-13 year old and 14 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

- |  |   |  |
|--|---|--|
| <ul style="list-style-type: none"><li>• Beef</li><li>• Civic Engagement (formerly Citizenship)</li><li>• Clothing &amp; Textiles (includes construction, buymanship, fashion revue)</li><li>• Communications (includes public speaking &amp; other medias)</li><li>• Dairy (cattle &amp; goats)</li><li>• Dog Care &amp; Training</li><li>• Entomology</li><li>• Environmental Science</li><li>• Family Studies</li><li>• Fiber Arts</li><li>• Foods &amp; Nutrition (includes foods preservation)</li></ul> | <ul style="list-style-type: none"><li>• Geology</li><li>• Health &amp; Wellness (includes health/fitness, bicycle, recreation, outdoor adventures)</li><li>• Home Environment</li><li>• Horse</li><li>• Leadership</li><li>• Meat Goats</li><li>• Performing Arts</li><li>• Pets (includes cats &amp; hand pets)</li><li>• Photography</li><li>• Plant Science (includes forestry, horticulture, field crops)</li><li>• Poultry</li><li>• Rabbits</li></ul> | <ul style="list-style-type: none"><li>• Reading</li><li>• Self-Determined (includes CO<sub>2</sub> cars and welding)</li><li>• Sheep</li><li>• Shooting Sports</li><li>• STEM (includes computers, rocketry, aerospace, robotics, astronomy, UAS, architectural block construction)</li><li>• STEM: Energy Management (includes electricity, ag mechanics, small engines, &amp; renewable energy)</li><li>• Swine</li><li>• Visual Arts</li><li>• Wildlife (includes sport fishing)</li><li>• Wood Science</li></ul> |
|--|---|--|

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 16<sup>th</sup> 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.*



# ***LEADERSHIP OPPORTUNITIES***

## **VOLUNTEER SCREENING ORIENTATION, SEPTEMBER 19**

A Volunteer Screening Orientation is scheduled for Sunday, September 19, from 4:00-6:00 p.m. The link to RSVP is located under "Upcoming Events & Online Registration" on the Central Kansas District 4-H Youth Development website (<https://www.centrankansas.k-state.edu/4-h/>). Please RSVP by Monday, September 13. This orientation will be held on the K-State Polytechnic Campus in the College Center Conference Room (Room #103). As per Kansas State University Campus policy, masks are required to be worn in all campus buildings. If there are not enough individuals interested, it will be cancelled, and those that sign up by the deadline will be notified. If you have any questions, do not hesitate to contact Kate at (785) 309-5850.

## **4-H COUNCIL NEWS**

### **September Meeting**

The September 4-H Council Meeting will be held on Monday, September 27, at 7 p.m. The location is yet to be determined. This is the meeting where the 4-H Council Executive Officer Team will be elected. It would be great to have each club represented.

### **4-H Council Officer Applications**

Have you considered taking a leadership role with the Central Kansas District 4-H Council? Well, now is your chance! 4-H Council Officer Applications are available on the website (<http://www.centrankansas.ksu.edu/4-h>) under 4-H Member Forms & Documents. Applications are due to either Extension Office by 5 p.m. on Monday, September 13. One year of 4-H Council experience is required. If you have any questions, feel free to contact any of the current officers or Sarah.

## **SAVE THE DATE – OFFICER TRAINING & FAMILY EVENT**

The 2021 Officer Training and Family Event has been set for Saturday, October 23. Be sure and place this date on your calendar. As more information is available, it will be emailed out or will be in the upcoming 4-H Newsletters.



## **THE CENTRAL KANSAS DISTRICT 4-H AMBASSADOR PROGRAM WANTS YOU!!!**

Do you enjoy the 4-H program and all the opportunities it provides? Are you looking to take your leadership skills to the next level? Then the Central Kansas District 4-H Ambassador Program just might be for YOU!

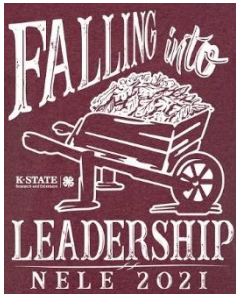
We are looking for 4-H members who are interested in becoming 4-H Ambassadors. The Ambassadors represent and promote the 4-H program and help it grow! Some of the programs that the Ambassadors have assisted with are various things at the Fair, 4-H Celebration of Achievements, Friends of 4-H Breakfast, Ag Awareness Day, etc.

The Ambassador Program is a large commitment for 4-H'ers and their families. Please take time to carefully consider the time commitment to the program and other requirements before applying. Interested 4-H'ers need to be in at least the 8<sup>th</sup> grade, interested in promoting the 4-H program and willing to make a two-year commitment to the program.

Applications will soon be available at either Extension Office or online at <http://www.centrankansas.ksu.edu/4-h> under 4-H'er Forms and Documents. Applications are due to either Extension Office **no later than 5:00 p.m. on September 29, 2021. Interview date will be on Sunday afternoon, October 10.** For more information about the ambassador program, contact Collyn Fouard, Ambassador Coordinator at [ckfouard@gmail.com](mailto:ckfouard@gmail.com) or 785-201-2813.

## **4-H PDC YOUTH REPRESENTATION**

Each 4-H Club has the opportunity to encourage 4-H members that are in 8<sup>th</sup> grade or high school to serve as a youth representative on the 4-H Program Development Committee. Youth will serve on the 4-H PDC from October until September. Two youth from each geographic area in the District will be chosen to serve this one-year term. Applications will soon be available at <http://www.centrankansas.ksu.edu/4-h>, under 4-H Member Forms & Documents, and are due to either Extension Office **no later than 5:00 p.m. on September 29, 2021.**



## **NORTHEAST LEADERSHIP EVENT**

Kansas 4-H is Falling into Leadership! 4-H members ages 12 to 18 are invited to the NE Area 4-H Leadership Event (NELE), Saturday, October 16, 9:30 a.m. to 5 p.m. in Heritage Hall at Rocks Spring Ranch. NELE is led by the Northeast Area youth council representatives. Delegates can sign up for multiple classes. Registration of \$30 includes lunch, snack and t-shirt. Don't miss this opportunity to meet new people, learn new leadership skills, and enjoy fun classes.

## **KANSAS YOUTH LEADERSHIP FORUM (KYLF)**

Come and build your leadership skills and potential through workshops, delegate groups, inspirational speakers and more. In addition, the 2022 State 4-H Youth Leadership Council will be elected during KYLF. An awesome set of skill building workshops are planned as well.

The Kansas Youth Leadership Forum will be held at Rock Springs Ranch on November 20 - 21. The Forum is for youth ages 14-18, before January 1, 2022. Registration information is not yet available, but will be soon. Please check <http://www.kansas4-h.org> often for details. Registration will be online. Upon completing your registration online, you will immediately know your workshops and any related fees!

To be eligible for a scholarship through District 4-H Council, do not forget to complete the 4-H Council Scholarship Application (<http://www.centrankansas.ksu.edu/4-h>, under 4-H Member Forms and Documents) and turn in to the Extension Office by the registration deadline. The scholarship will be \$75. There will be a \$25 cancellation fee that will be charged to any 4-H member who decides not to attend after registering. This is not a local fee, but a state fee. The 4-H Council Scholarship WILL NOT cover this cancellation fee.

## **KANSAS 4-H YOUTH LEADERSHIP COUNCIL**

The Youth Council Application information link is now available on the KYLF webpage on the State 4-H Website. Any Kansas 4-H member between the ages of 14 and 18 before January 1, 2022 may apply. This year's KYLF delegation will elect representatives from the four Extension program areas (NE, NW, SE, SW).



Youth Council members work to involve youth with K-State Research and Extension in promoting, developing, implementing, and evaluating Kansas Extension 4-H Youth Development programs in order to reflect the needs and interests of the youth in the state. Council members will also plan and conduct the Kansas Youth Leadership Forum, Citizenship in Action, Campference, 48 Hours of 4-H, and other events.

Please encourage those outstanding young leaders in your club to apply. Applications are due online October 1 before 11:59 p.m. CST, and 2 letters of reference must be postmarked or uploaded on the registration site. Additionally, a 2 minute or less video introduction of the candidate will need to be submitted as well. The signature page should be postmarked by October 1. This year the elections will include the application process detailed above, and from those applications up to 12 young people per area will be invited to interview with a panel on Zoom. From those who interview, up to 6 candidates will be selected to be in the election. If you have any questions about State Youth Council, please contact Sarah.



## **NATIONAL 4-H CONFERENCE**

The National 4-H Conference is a working conference where youth and adults, at the invitation of the Secretary of Agriculture, assist in the development of recommendations to help guide 4-H Youth Development Programs nationally and in their communities. This event brings together youth, volunteer leaders, and state and county Extension staff members from across the United States, the U.S. Territories, and the Canadian Provinces.

Delegates must be 15 to 18 years old before January 1, 2022. Up to six Kansas youth may be selected as delegates. Kansas 4-H members who have attended National 4-H Congress are eligible to apply for National 4-H Conference. The 2022 National 4-H Conference dates are yet to be determined. **Applications are due ONLINE by October 1, 11:59 p.m. and two letters of reference are to be postmarked by October 1 as well.** For more information, please visit <https://www.kansas4-h.org/events-activities/conferences-events/national-4-h-conference/index.html>

From the state screening process, the top applicants will be invited to participate in an interview to select final delegates. Final selection of delegates will be made on the basis of the written application and interviews. Additional details regarding the interviews are not yet available. If selected as a National 4-H Conference delegate, there are additional responsibilities including being involved in the 4-H program through the State 4-H Youth Council and several other aspects of the Kansas 4-H program. The approximate share of the registration and transportation costs for delegates chosen to attend this conference is \$1,600.00. There are scholarship possibilities to help offset the cost of the delegate's portion through the District 4-H Council and the local 4-H club.

## **48 HOURS OF 4-H**

According to a 4-H study of positive youth development, 4-H'ers are nearly 4 times more likely to make contributions to their communities. But just how much can they do? In one weekend this fall, 48-Hours of 4-H will challenge club members, adult leaders, and 4-H alumni to explore their service capabilities and inspire the community around them by taking part in some type of service project during the weekend of October 9-10, 2021. This weekend after National 4-H Week is the perfect opportunity to set up a service project. Invite your friends, clubs, adult volunteers, and past 4-H members too! For more information, please go to <http://www.kansas4-H.org/484h> This Kansas 4-H Challenge is brought to you by the Kansas 4-H Youth Leadership Council in conjunction with K-State Research and Extension, Department of 4-H Youth Development with generous support from the Kansas 4-H Foundation.



### **Club Projects**

4-H Clubs may decide to do their own service project for 48 Hours of 4-H. Please go to <http://www.kansas4-h.org/484h> to register your project in September. Clubs may also decide to order 48 Hours of 4-H t-shirts. Information will soon be posted on the website where you will register your project. T-Shirt orders will be due sometime in September. Colors of the t-shirts this year are not yet known, however, we do know that adult and youth sizes will be available.

### **District Projects**

Your District 4-H Council Officers have been working hard on the service projects for members, volunteers, and alumni to participate in. This year's project will be held in conjunction with the 2021 Officer Training & Family Event in Salina on October 23.

We will be having a Tailgate Service Party and we need YOUR help to provide service activities. We are looking for 4-H members to provide a HANDS-ON service activity for this event. 4-H Members will tend to the service activity from beginning to end. We have budgeted \$10 for each service activity to help offset the cost of the projects (keep receipts for reimbursement purposes).

There will be two different online registrations. One will be to participate in the event itself. The second will be to be in charge of one of the service activities. Right now, the only registration that is open is the Service Project Sign-up. We ask that projects are registered online under Upcoming Events and Online Registration located at <http://www.centrankansas.ksu.edu/4-h> by September 12.



# EXTRA

## NEWS FOR CENTRAL KANSAS DISTRICT ORGANIZATIONAL LEADERS

### SEPTEMBER CHECK-UP

The final month of the 2020-2021 4-H year has arrived! Where has the time gone...it's hard to believe another year has come and gone. Take a moment and review the end of the year responsibilities. Also, be aware...the new year begins October 1! Let's see where we are...

- \_\_\_\_\_ Organizational Leaders, appointed or elected, names reported to either Extension Office by September 1.
- \_\_\_\_\_ Gear up for a great New 4-H Year!

#### **Review**

- \_\_\_\_\_ 4-H Newsletter read and important dates marked on calendar.
- \_\_\_\_\_ Highlight key points from the 4-H Newsletter at club meeting
- \_\_\_\_\_ Results – recruitment efforts; i.e. project leaders.

#### **To-Do**

- \_\_\_\_\_ National 4-H Week Activities planned.
- \_\_\_\_\_ Have new 4-H parents complete the volunteer service application form and make arrangements to attend volunteer screening Orientation.
- \_\_\_\_\_ Check project leaders list.
- \_\_\_\_\_ Check club mailbox at the Extension Office.
- \_\_\_\_\_ Send Club changes; Organizational Leaders, times, meeting places submitted to Extension Offices.
- \_\_\_\_\_ Election of officers.
- \_\_\_\_\_ Plan club achievement programs.
- \_\_\_\_\_ Announce 4-H Week and 4-H Sunday.
- \_\_\_\_\_ Plan meeting with Parents' Committee.
- \_\_\_\_\_ Plan installation of officers for October.
- \_\_\_\_\_ Review constitution and by-laws with executive committee.
- \_\_\_\_\_ Update 4-H Records, Project Award Applications, and Pin Applications.



#### **Promote/Recruit**

- \_\_\_\_\_ Parents' Committee meeting and recruiting project leaders.
- \_\_\_\_\_ Announce to club parents that you are recruiting project leaders.
- \_\_\_\_\_ Nominating Committee developing a slate of officer candidates.
- \_\_\_\_\_ Salina Lion's Barbecue workers recruited.
- \_\_\_\_\_ Delegate club responsibilities to other volunteers.
- \_\_\_\_\_ Promote Kansas Youth Leadership Forum (KYLF).

#### **Remember**

- \_\_\_\_\_ Organizational Leader Update to kick off the New Year, Tuesday, September 21, at 7 p.m. building & room location TBD on the Polytechnic Campus AND Thursday, September 30, at 7 p.m. **(NOTE DATE CHANGE)** in the Minneapolis Extension Meeting Room. Organizational Leaders just need to attend one of the updates...whichever one fits best into your schedule. Don't forget to register. Watch for an email with more details.
- \_\_\_\_\_ Kansas 4-H Project Award Applications due September 27, 5 p.m., either Extension Office.
- \_\_\_\_\_ Achievement Pin Applications completed and turned into either Extension Office, by September 27, 5 p.m.
- \_\_\_\_\_ Annual Summary (for club seals) and Club Secretary Book due September 27, 5 p.m., either Extension Office.
- \_\_\_\_\_ National 4-H Conference & State 4-H Youth Council Applications due October 1, 11:59 p.m., online.



# DEADLINE FOR CLUB ROLL

Organizational leaders, if you want to drop member(s) from your club roll, it must be done no later than September 1. Requests must be made by phone or email to Sarah ([semaass@k-state.edu](mailto:semaass@k-state.edu)) with the rationale for dropping the member(s) from the roll. Please note: If 4-H members participated in the county fair, they will not be dropped from the roll.

## TIPS FROM THE AWARD COMMITTEE FOR ORGANIZATIONAL LEADERS

As your members are finishing up the Member Achievement Pin Application, we have some helpful hints for organizational leaders posted at <https://www.centrankansas.k-state.edu/4-h/orgleaders/index.html>. Be sure to check them out **before** you submit the applications to the Extension Office. Remember, **any item left blank, will result in an automatic deferral and the 4-H member will not receive the pin.**

## 4-H FAMILY OF THE YEAR AND ALUMNI NOMINATIONS

Begin thinking about who your club will nominate for the CKD 4-H Family of the Year and 4-H Alumni Awards. Applications and information was available at the July 4-H Council meeting and will soon be posted to the website under Organizational Leaders. Let's challenge ourselves and members to nominate an alumni or family for these honors. Think about the adults in your club serving as organizational leaders and project leaders. What about 4-H sponsors who have contributed to the 4-H movement. How about those long-term families that give 100 percent to make 4-H happen? The list grows when you think about it. Plus...what a special way to thank those who have given so much to you!

## PROJECT AWARD APPLICATIONS, PIN APPLICATIONS, SECRETARY & TREASURER BOOK AND ANNUAL SUMMARIES

End of the 4-H year is quickly approaching...Project Award Applications, Achievement Pin Applications, Secretary's Book, Treasurer's Book, and Annual Summaries are due Monday, September 27, 5 p.m., to either Extension Office. Achievement Pin Applications are available on the website (<http://www.centrankansas.ksu.edu>). Only the CKD Achievement Pin Applications will be accepted. *Don't forget to use the Pin Application Summary to list all members of your club and what pin they are applying for AND the Project Award Application Summary to list all the Project Award Applications that are submitted by your club.* These documents are available on the website under Organizational Leaders. If they are not applying for a pin or submitting a Project Award Application, please note that as well.

## CLUB VOLUNTEER LEADERSHIP

Change is good! Some clubs have a rotation system in place for volunteers to gradually, with training, move into the Organizational Leadership role. This process aids in recruiting volunteers to serve in leadership roles. Volunteers come in all shapes and sizes and ideas...some volunteers are more willing to serve if they know it's not a forever commitment! Plus...the rotation system strengthens a club...as more volunteers know the club's system! The new 4-H year is approaching...will the leadership stay the same? Will it change? Please notify either Extension Office **by September 1** of who the Organizational Leaders will be for the 2021-22 year! **This is important for preparing promotional materials!**

## RE-IGNITE YOUR SPARK IN KANSAS 4-H VOLUNTEER TRAINING

This event we will be held on Thursday, September 23 at 7 p.m. and is intended for Kansas 4-H Club Volunteers, including community and project leaders. The Central Kansas District will host one in-person location in the College Center Conference Room on the Polytechnic Campus in Salina. Please plan to register by going to [https://kstate.qualtrics.com/jfe/form/SV\\_bqL9PodLzCtac3I](https://kstate.qualtrics.com/jfe/form/SV_bqL9PodLzCtac3I) by Tuesday, September 21.

# CLUB ELECTIONS

The following are suggested guidelines for conducting the 2021-22 club election of officers:

- ✿ Nominate and vote for the member who would carry out the responsibilities of the office well.  
**Election of officers should not be a popularity contest.**
- ✿ A nominating committee, made up of 4-H members and parents, should develop a slate of candidates, preferably two or more candidates per office.
- ✿ Vote on each office individually. It takes extra time, but allows important learning time for members.
- ✿ Club members should be allowed the opportunity to nominate members from the floor for offices.
- ✿ A club needs to have a motion, a second and approval to close the nominations for each office.
- ✿ A nomination does not need to be a motion. It can simply be, 'I nominate Joe.'
- ✿ Voting should be done by ballot. Ballots should be counted by two to three members who are not running for office and preferably not by members who made the nominations or by parents.
- ✿ Each member should have one vote per office.
- ✿ In cases where the club may have more than one person in office, each member should vote for corresponding candidates.

## NEW 4-H YEAR ENROLLMENT

At the September Organizational Leader's Meetings, we will be discussing the enrollment process for the new 4-H year, in addition to lots of other new 4-H year items. **It is important that each club is represented at one of the meetings.** Be sure to attend one of the two meetings offered (September 21, in Salina and September 30, in Minneapolis). It is important to have at least one representative from each club present. We will request organizational leaders register for the updates so we know where to expect each club to be represented. Watch for an email from Kate regarding this information and registration deadline. We ask even if you do not plan to attend, that you respond to let us know.



## GETTING STARTED WITH THE NEW 4-H YEAR

Here are a few tips to get your new 4-H year and your club moving in the right direction:

- First, who are the Organizational Leaders? You or someone new? Please let Sarah know.
- How is the Parent's Committee functioning? Functioning-recruiting Project Leaders and supporting Organizational Leaders. Need some motivation to get things rolling?
- How is the club structure? Does the club have a New Family Coordinator? Project Leader Trainer? Demonstration Trainer? Awards Trainer? Not sure what these jobs are or what they involve?

If you need help with any of the above, please call Sarah or Kate. They can help you and find answers for you.

## 4-H VOLUNTEER PROJECT LEADER TRAINING SERIES - FALL 2021


Kansas 4-H is putting on a Fall 2021 Volunteer Project Leader Training Series. The sessions are designed to provide 4-H volunteer project leaders with tangible ideas and resources they can use to engage 4-H Youth. All sessions are free and will be recorded. The sessions are scheduled to start at 6:30 p.m. The general outline for sessions is as follows:

- September 21 – Personal Development– Public Speaking
- September 23 – STEM – Rocketry
- September 28 – FCS - Textile Science
- September 30 – Animal Science – Livestock
- October 5 – Service Learning
- October 7 – Creative Arts – Visual Arts – Barn Quilts
- October 12 – Financial Literacy
- October 14 – Ag & Natural Resources – Wildlife

To register for the event go to [https://kstate.qualtrics.com/jfe/form/SV\\_b2h9P3ROvNs8jI2](https://kstate.qualtrics.com/jfe/form/SV_b2h9P3ROvNs8jI2).

# September, 2021



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			<b>1</b> Deadline for Club Roll  2021-2022 Organizational Leader names due  State Fair entries due in Extension Offices	<b>2</b> State Fair entries due in Extension Offices	<b>3</b>	<b>4</b>
<b>5</b>	<b>6</b> Offices Closed  	<b>7</b> State Fair entries (including food exhibits) due in Extension Offices no later than 4:00 p.m.	<b>8</b> October newsletter articles due to Sarah	<b>9</b>	<b>10</b>  Kansas State Fair →	<b>11</b>
<b>12</b>  →	<b>13</b> 4-H Council Officer Applications due, 5:00 p.m.	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>  →
<b>19</b>  →	<b>20</b>	<b>21</b> State Fair entries pick-up date for Salina after 9:00 a.m.  Organizational Leader update, Salina, 7:00 p.m. Location: TBD	<b>22</b> State Fair entries pick-up date for Minneapolis after 9:00 a.m.	<b>23</b> Re-Ignite Your Spark in Kansas 4-H Volunteer Training, 7:00 p.m. Location: TBD	<b>24</b>	<b>25</b>
<b>26</b>	<b>27</b> Key Award, Ten-Year Pin Application; 4-H Project Award Application, Club Summary, Secretary's and Treasurer's Books, & District Awards - DUE BY 5:00 p.m.  4-H Council, TBD, 7:00 p.m.	<b>28</b> 4-H Project Award Application Judging, Salina, 6:00 p.m., Location: TBD	<b>29</b> 4-H PDC Youth Application due by 5:00 p.m.  Ambassador Application due by 5:00 p.m.	<b>30</b> Organizational Leader update, Minneapolis, 7:00 p.m. Location: TBD	<b>UPCOMING DATES:</b> October TBD—4HOnline Enrollment open 1—State Youth Council application due ONLINE 1—National 4-H Conference application due ONLINE 3-9—National 4-H Week 23—District Officer Training & Family Event and 48 Hours of 4H Tailgate Service Party	



**Central Kansas Extension District**

**Salina Office**

K-State Polytechnic  
2218 Scanlan Ave  
Salina, KS 67401-8196

Address Service Requested

## YOUR 4-H YEAR CONCLUDES WITH YOUR PROJECT RECORDS

Dear 4-H Families,

Now that the county fairs are over, school has started (or getting ready to start), and life has a routine again, it is time to finish (or begin) the 4-H record books and/or award applications. You may find details for the project award applications, record keeping materials, etc. at <http://www.centrankansas.k-state.edu/4-h/awards-recognition/> Please read the 2021 Awards Information first before diving into the forms. We also have some instructional videos for you this year on the website as well. Do not hesitate to call or email Kate or I with any questions you may have.

Sarah

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