

HONOR CLUB RECOGNITION
GEAUGA COUNTY 4-H
Due October 1st each year

A 4-H Honor Club is one that incorporates the spirit of 4-H, as stated in the motto, pledge, and the eight elements of positive youth development, in its meetings, project work, and club activities. Honor Club recognition is a challenge to all clubs to set goals and work together to achieve those goals. **It is *not* intended as a contest between clubs.** Below is information about Honor Club criteria and the application process. Contact the Extension office with questions. (440-834-4656)

WHO: All Geauga County 4-H clubs are eligible to apply for Honor Club recognition. There is no limit as to the number of clubs that may be recognized.

WHAT: Honor Club recognition is intended for clubs that have achieved the basic club activity requirements and want to set goals to go beyond their best and make it better.

WHEN: Clubs may track activities completed between October 1st and September 30th of the following year. Applications must be submitted to the Extension office by October 1 for review. Honor Clubs will be recognized at the annual Member Recognition Ceremony held in November.

HOW:

1. Club advisors obtain recognition and application forms at the Extension office.
2. Advisors and members work together to decide if they want to apply for Honor Club recognition. If yes, the club decides on the goals they want to set to meet the requirements.
3. Designated advisors, members, and parents work together to track progress and document activities.
4. Club submits Honor Club application (one per club) and required attachments to Extension office by **October 1st**, for review by the 4-H Advisory Committee.

REQUIREMENTS:

Honor Club applicants must first complete all basic club organization requirements.

1. Must be a club in good standing
2. Complete all enrollment requirements and submit to the Extension Office by April 15 by 4:30pm.
3. Elect officers and conduct a minimum of eight business meetings.
4. Complete secretary and treasurer officer books submitted to the Extension Office by October 1st, 4:30pm. Officer Books must be completed by 4-H members. Books completed by advisors and incomplete books will result in ineligibility.
5. Submit annual financial summary by January 31st of application year.
6. Plan and implement at least one family meeting and one educational program.
7. Participate in the Window Display 4-H Promotion Contest or participate in one of the following county wide community service opportunities: Hunger Task Force, Veterans Blanket Drive, or Aid-n-Honor a Veteran Project.
8. Participation in at least one Geauga County 4-H Advisory Committee sponsored fundraiser.
9. All club volunteers have completed their volunteer developmental trainings and are in good standing.



4-H HONOR CLUB SCORE SHEET

Club must earn at least 165 points or more to be eligible. Due to Extension Office by October 1st.

Club Name _____ Number of Members _____

Head Advisor's Name _____ Number of Advisors _____

	Maximum Points	Points Earned
1. ADVISOR ACTIVITIES: <i>PLEASE ATTACH A LIST OF ACTIVITIES ADVISORS PARTICIPATED IN</i>	25	_____
<ul style="list-style-type: none"> a. Participated in county, district, state, or national 4-H workshop, clinic, or conference (5 pts) b. Provided expertise/assistance at a county, district, state or national 4-H program (5 pts) c. Served on a county, state, or national 4-H committee or board (10 pts) d. Participated in teen volunteer opportunities, i.e. county committees, camp counselors, Jr. Leaders, Jr. Fair Board (5 pts) e. Participated in county 4-H program other than your project area (5 pts) f. Other (5 pts) 		
2. MEMBERS ATTENDANCE AT LOCAL MEETINGS: <i>ALL 4-H CLUBS MUST HOLD AT LEAST 8 BUSINESS MEETINGS</i> <i>ATTENDANCE MUST BE CLEARLY RECORDED IN THE SECRETARY BOOK.</i>	15	_____
<ul style="list-style-type: none"> a. Each member attends at least six (6) meetings (10 pts.) b. Or each member attends at least five (5) meetings (5 pts.)* c. Club held mandatory parent/guardian informational meeting (5 pts)** <p style="margin-left: 40px;">*Points not awarded for both A and B. **Parent/guardian sign in sheet must be attached – include date of meeting.</p>		
3. LOCAL CLUB ACTIVITIES: Circle letter of activity for points <i>ALL ACTIVITIES MUST BE RECORDED IN THE MEETING MINUTES</i>	65	_____
<ul style="list-style-type: none"> a. All clubs meetings include the three components of a 4-H meeting: 50% education, 25% business, 25% recreation. (15 pts) b. Members give demonstrations at every club meetings (15 pts) c. Club participates in educational tour (15 pts) d. Club completes a Community Service activity. Name of Activity _____ (15 pts) e. Club devotes part of 5 meetings or 1 entire meeting to Energy, Litter, Substance Abuse, or Water Quality (5 pts) f. Club devotes part of each meeting or 1 entire meeting to Health or Safety (5 pts) g. Club has submitted a 4-H related news article to a local media outlet (5pts) h. Club has conducted an educational club program for current year. (10 pts) 		
4. TRAINING MEETINGS: <i>PLEASE LIST TRAININGS AND PROVIDE PROOF OF ATTENDANCE</i>	25	_____
<ul style="list-style-type: none"> a. Club represented by Advisor(s) or Club Officer(s) at 1 or more Subject Matter training meeting and Volunteers fulfilled their yearly training (15 pts) b. Club represented by Advisor(s), Club Officer(s), other member, at other training meeting or 4-H activity. Please provide dates attending and the activity attended. Ie: project judging, QA, etc. (15 pts) c. Club has 1 or more youth complete a Leadership Project (10 pts) 		

5. **COUNTY ACTIVITIES: (Circle activities for which points are claimed)** **40** _____
- a. Club participated in Advisory Fundraiser (15 pts)
 - b. Club has a Fair Booth/Barn Display to exhibit their projects (15 pts)
 - c. Club member served as a Geauga based 4-H Camp Counselor (15)
 - d. Club participated in the Window Display contest (10 pts)
 - e. Club participated in 4-H county wide community service opportunity (10 pts)
 - f. Club represented at any Geauga 4-H camp as camper (5 pts)
 - g. Club participated in Family-A-Fair (5 pts)

Point Subtotal: _____

DO NOT COMPLETE: Section to be completed by Extension Office/Advisory Committee.

6. **OFFICER BOOKS:** **10** _____
- Submitted to Extension Office by Oct 1, 2016 and will be graded by the Extension Office and/or a selection panel.**
- a. Secretary Book – Excellent (6), Good (4), Poor (2)
 - b. Treasurer’s Book – Excellent (4), Good (2), Poor (1)
 - c. Completed by Advisor (-5)

7. **ALL DEADLINES WERE MET:** **20** _____
- i.e. enrollment forms all turned into Extension Office by April 15 and any additional deadlines Set by Extension Office – project judging, QA, and cross county involvement.
- *Bonus points for submitting all club enrollment materials by April 1st (20 additional pts)

8. **MEMBERS COMPLETION:** **10** _____
- Based on names and project on Enrollment Forms as of April 15th
- a. 100% completion (10 pts)
 - b. 90 – 99% completion (6 pts)
 - c. 80 – 89% completion (4 pts)

Section Points : _____

TOTAL HONOR CLUB POINTS: _____

Important Reminders:

- When completing each section, circle letter of activity for which points are claimed.
- RECORD OF ALL ACTIVITIES MUST BE IN THE SECRETARY’S BOOK. In case of question, the Advisory Committee will make final decisions.
- Tally your points for each section and provide a subtotal.
- It’s extremely helpful to indicate where in the minutes the committee can find claimed activities or you may attach copies of the minutes.
- If a member is no longer active in your club, it is very important that you notify the Extension Office of their inactivity so it does not count against your possible scores.

Please complete the Honor Club Information Card which may be read at the Recognition Ceremony. Please type and the keep to a maximum of 100 words. Failure to submit the Supplemental Information Card or if card is illegible, results in award ineligibility.

Honor Club Information Card

PLEASE TYPE

Club Name: _____

Years as an active, in good standing 4-H Club in Geauga County _____

Number of 4-H Volunteers: _____ Number of 4-H Members: _____

Information to be read at the Award Ceremony (achievements, successes, community outreach, etc.):

Please complete the Supplemental Information Card which may be read at the Member recognition Ceremony. Please type and the keep to a maximum of 100 words. Failure to submit the Supplemental Information Card or if card is illegible, results in award ineligibility.