



UNIVERSITY OF CALIFORNIA
Agriculture and Natural Resources

MEMBER'S NAME

**Community Club
Shasta County
2022-2023**



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Spark Achievements Report

Member Name:		4-H Club/Unit:	
4-H Adult Volunteer or Teen Leader Name:		County:	

Leadership Activity <i>Complete one activity for each Spark Achievement</i>	Date Completed	Hours or Minutes	What did you do?
Serve on a 4-H committee at any level.			
Lead a 4-H group activity.			
Be a 4-H officer.			
Enroll and participate in a leadership project at any level.			
Attend a 4-H leadership conference, workshop, or training at any level.			
Be a junior or teen leader (if 11 years or older).			



Member Name:		4-H Club/Unit:	
4-H Adult Volunteer or Teen Leader Name:		County:	

Civic Engagement Activity <i>Complete one activity for each Spark Achievement</i>	Date Completed	Hours or Minutes	What did you do?
Visit (virtually or in person) a place of historical significance to your community.			
Participate in a 4-H community service donation drive that benefits a community organization outside of 4- H.			
Learn about your local (city or county) government and how it works.			
Give a talk inside or outside of 4-H, about something you learned in a 4-H community service or civic engagement or civic education experience.			
Participate in a 4-H sponsored or organized civic engagement activity or civic education event.			



Member Name:		4-H Club/Unit:	
4-H Adult Volunteer or Teen Leader Name:		County:	

Project Learning Activity <i>Complete one activity for each Spark Achievement</i>	Date Completed	Hours or Minutes	What did you do?
Complete two 4-H projects each of which is at least six hours of educational experience.			
Participate in a 4-H judging contest or junior judging contest at any level.			
Create a flyer, poster, video, or slideshow for a project skill that teaches the reader something you learned in the project.			
Give a talk at any level about something you learned in your 4-H project(s).			
Participate in a 4-H event or activity that demonstrates your project knowledge to an audience, judge or evaluator.			

Projects Enrolled In:	Year	Hours	Project Leader Name



Member Name:		4-H Club/Unit:	
4-H Adult Volunteer or Teen Leader Name:		County:	

Healthy Living Activity <i>Complete one activity for each Spark Achievement</i>	Date Completed	Hours or Minutes	What did you do?
Complete an activity that explores healthy nutrition inside or outside of 4-H.			
Complete an activity that explores physical activity and fitness inside or outside of 4-H.			
Complete an activity that explores social and emotional wellness inside or outside of 4-H.			
Participate in a 4-H Healthy Living event at any level.			
Be involved in an activity outside of 4-H that requires at least 25 hours of active participation in another community organization.			



Member Name:		4-H Club/Unit:	
4-H Adult Volunteer or Teen Leader Name:		County:	

Communication Activity <i>Complete one activity for each Spark Achievement</i>	Date Completed	Hours or Minutes	What did you do?
Give a 4-H presentation that follows the 4-H Presentation Manual.			
Write an article or blog post for a 4-H publication or about 4-H.			
Give an event or project report at a 4-H meeting at any level (project, unit, multi-unit, county, etc.).			
Meet with, or write a letter to someone that supports 4-H.			
Make a video that promotes 4-H to the community.			
Appear as a guest representing 4-H for radio or television.			



Member Name:		4-H Club/Unit:	
4-H Adult Volunteer or Teen Leader Name:		County:	

Community Service Activity <i>Participate in one community service activity for each Spark Achievement</i>	Date Completed	Hours or Minutes	What did you do?
Spark Achievement 1: community service activity			
Spark Achievement 2: community service activity			
Spark Achievement 3: community service activity			
Spark Achievement 4: community service activity			

From your work on Spark Achievements, think about the activities that gave you the most joy. Think about the things that make you really excited to do more of. Think about the things that you could use to make a positive difference in the world. Those things could be a spark for you.

When you have completed Spark Achievement Level 4, list your spark(s) here:



Achievement Signatures and Pin Order

Submit this form as you earn each new Spark Achievement level.

ONLY collect signatures in each box as you complete one full Spark Achievement. Signatures show that you have completed and earned one Spark Achievement level. One full Spark Achievement = 1 unique activity in each category: Leadership, Civic Engagement, Project Learning, Healthy Living, Communication, and Community Service.

Member Name:		4-H Club/Unit:	
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You must complete ONE activity in each category and one community service activity offered by the unit to earn a Spark
Spark 1:

I wrote this report, and it is correct. I am applying for a Spark 1 pin.	
Member's Signature:	Date:
I have reviewed this report and the member has completed the Spark Achievement 1 level.	
Parent/Guardian Signature:	Date:
4-H Adult Volunteer or Teen Leader Signature:	Date:

Spark 2:

I wrote this report, and it is correct. I am applying for a Spark 2 pin.	
Member's Signature:	Date:
I have reviewed this report and the member has completed the Spark Achievement 2 level.	
Parent/Guardian Signature:	Date:
4-H Adult Volunteer or Teen Leader Signature:	Date:

Spark 3:

I wrote this report, and it is correct. I am applying for a Spark 3 pin.	
Member's Signature:	Date:
I have reviewed this report and the member has completed the Spark Achievement 3 level.	
Parent/Guardian Signature:	Date:
4-H Adult Volunteer or Teen Leader Signature:	Date:

Spark 4:

I wrote this report, and it is correct. I am applying for a Spark 4 pin. (Be sure to list your spark(s) on page 6.)	
Member's Signature:	Date:
I have reviewed this report, and the member has completed the Spark Achievement 4 level.	
Parent/Guardian Signature:	Date:
4-H Adult Volunteer or Teen Leader Signature:	Date:

Achievements may be earned and awarded at any time during the program year. Members may submit the achievement report without submitting a full Record Book. Record Book evaluations and competitions are a separate activity from the Achievement Program. It is up to the unit to decide when to review achievement records and award recognition items.

My 4-H Story Instructions

Your 4-H story is an opportunity to reflect on your 4-H experiences that focus on the current 4-H year. Your story can be written and printed on both sides and should meet these *minimum* word counts. Do not write more than 2000 words. Your 4-H story can also be a video or an audio recording. Follow the time limits below.

- ❖ Junior: 250 - 500 words or 1-2 minutes video/audio;
- ❖ Intermediate and Senior: 500 - 2000 words or 2-4 minutes video/audio

Follow these formatting guidelines for written works:

- ❖ Double space.
- ❖ Print single OR double sided, you choose.
- ❖ Use an easy-to-read font such as Times New Roman or Garamond.
- ❖ Keep the text size between 12 point and 14 point.

The following may help in developing your story:

Pick a theme and build the story around that theme so the story flows naturally. If you are having trouble developing a theme, you may use the following questions to help think about what to say.

(Senior members submitting a book to the State Competition, focus your story on Parts 3 & 4.)

Part 1 - About You

- ❖ What might be one of your Sparks: interests or passions?
- ❖ What are your plans for the future?

Part 2 – 4-H Projects and Activities

- ❖ What goals did you set in your projects and which ones did you reach?
- ❖ What would you do differently if you were to try it again?
- ❖ What skills have you learned in 4-H?
- ❖ How have you handled financing your projects, if needed?
- ❖ Who was especially helpful to you? How?

Part 3 – Leadership and Civic Engagement

- ❖ How has 4-H helped you become a better leader and citizen?
- ❖ What types of civic engagement projects or leadership roles have you been involved in?
- ❖ How did you work with others to contribute to your community or your school?

- ❖ What have you learned from working with other 4-H'ers through your leadership positions?

Part 4 – 4-H's Impact on You

- ❖ What kinds of relationships have you had with your 4-H leaders?
- ❖ How has your 4-H participation changed how you feel about yourself?
- ❖ How has your participation influenced your school and career goals?
- ❖ What has being a 4-H member meant to you?
- ❖ How has 4-H helped you identify your Spark?

Section 4: Annual Project Report (APR) Instructions

Projects are all about learning new things and teaching others. Each year you will participate in at least one project.

A minimum of six hours of project instruction or more, as required by the project leader, must be completed.

Completing this Section

- ❖ This section is used to document your specific project experiences
- ❖ Place items in the following order for each separate project:
 1. Annual Project Report (APR) form for every project you have completed.
 2. Expression page for that project, behind the APR.

Annual Project Report Form

- ❖ In the Learning Experiences box, record every project-related activity or event where you learned something new or developed a skill related to the project. Write about what you did, where you did it and what you learned or the skill you practiced. Be sure to list the hours of work you dedicated to that event or activity. Even if you and another family member did the same project, attended the same meetings, etc. you must use your own thinking and words to document what YOU learned. Just because a sibling learned something, you may have learned something completely different during the same meeting. (Evaluators notice if a book is word for word like another book. Copying another person's work is not allowable.)
- ❖ In the second, third and fourth tables in the APR:
 - List things raised, grown or improved, honors and awards, civic engagement and leadership activities and keep track of your expenses and income related to that project. To find the value of something you made, you might ask an adult volunteer to help you do some research to find a similar item.

Section 4: Annual Project Report

Submit one form per project.

You may expand the boxes and add additional pages if needed.

What you learned must be specific to you—not what other people learned.

Name		Program Year	
Project		Years in Project	
	Number of project meetings held		% Attended
	Number of project meetings attended		

LEARNING EXPERIENCES

Explain what you did, what you learned, and the skills you gained in the project.

*Include the level of participation: I = Individual, L = Local Club/Unit/Project, C = County,
M = Multi-county/ Area, S = State, N = National/ Multi-State, G = Global*

Date	Level	Hours	What did you do? Where? What did you learn or what skill did you practice?

Number	List things made, raised, grown, or improved in this project.	List honors or awards earned in this project.

List project civic engagement activities	List project leadership development activities

Expenses and Income/Value			
<i>Summarize, totaling all expenses such as: ingredients, feed, vet supplies/visits, materials, exhibitor's fees, and all income such as: value of finished products, animals sold, exhibit premiums, etc.</i>			
Item	Number	Expense	Income or Value
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
Totals		\$	\$
Total Profit or Loss		\$	

<p>If another member was thinking about taking this project next year, what would you tell them about what can be learned in this project?</p>

I have personally prepared this report and believe it to be correct.	
4-H Member's Signature:	Date:
I have personally reviewed this report and believe it to be correct.	
4-H Adult Volunteer's Signature:	Date:

Section 7: 4-H Resume (Senior Members Only)

A resume is an opportunity to show your strengths, skills, talents and creativity. You want to stand out and be remembered and at the same time present yourself professionally. If you want to be creative in the style and design, try to follow these tips:

- Use no more than 2 different fonts and no more than 3 different sizes of fonts.
- Follow a pattern of font use, heading use and description format
- Leave plenty of white space on the page, consider 1 inch margins all around
- Use bullet points and phrases instead of full sentences except in the Personal Development Statement—use full sentences there.

4-H Record Book Resume:

- Maximum of 2 pages. Each side counts as a page.
- Highlight your 4-H experiences and include a little of your outside of 4-H involvement— highlight the most significant skills you have gained, the ones that you are most proud of.

Include the following:

- ⇒ **Name, Address, Phone, Email in a heading**
- ⇒ **Personal Development Statement:** One to three sentences that describe what you stand for and what you aspire to become as a human being. It is not a statement of what you want to do, but rather how you want to be in the world or what value you can add to your community, workplace, school place, etc.
- ⇒ **Education and Professional Development:** Highest grade achieved so far. Trainings and specialized course work.
- ⇒ **Leadership Skills:** Describe skills you have gained through significant leadership roles you have filled. Include date range of experience.

Example:

Co-Chair, County Harvest Festival, August - October 2014:

With an adult volunteer, planned and organized a countywide event for 500 people.

Developed problem-solving, group management and organizational skills.

- ⇒ **Civic Engagement Skills:** Same format as Leadership Skills.

- ⇒ **Other Skills:**

Examples:

Expert pianist, 10 years of lessons and over 100 recitals

300 hours work experience in housing painting

- ⇒ **Certificates & Honors:** List name of certificate and who issued it.

Example:

Lifeguard/Professional CPR, American Red Cross, August 2015