



4-H Annual Project Plan

Instruction for 4-H Project Leaders:

- Complete one Project Plan for each project annually.
- Submit the Project Plan to the 4-H Unit/Club Leader for review, approval, and signature.
- Submit the approved Project Plan to county 4-H staff for review, approval, and signature.
- Distribute the Project Plan to parents/guardians at least one week prior to the first project meeting each program year.
- Consider sharing the Project Plan on the county 4-H website or through other county communication channels for interested families who have not yet enrolled.
- Add rows or attach additional pages as needed to complete the sections below.

4-H Club/Unit Name: ABC 4-H Club
Project Name: Market/Meat Goats
County: Fresno
Program Year: 2026-2027

Contact Information:

Club Leader Name	Email	Phone	Text OK?
Jane Doe	Abc@gmail.com	559-555-5555	Yes
John Doe	Def@gmail.com	559-555-5555	Yes

Project Leader Names (there must be at least two)	Email	Phone	Text OK?
Jane Doe	Leader1@gmail.com	559-555-5555	Yes
John Doe	Leader2@gmail.com	559-555-5555	Yes

Youth Leader Names (optional)	Junior or Teen	Email	Phone	Text OK?
Mickey Mouse	Teen	Youthleader@gmail.com	559-555-5555	Yes

Enrollment Dates:

Last date to enroll in the project due to livestock ownership and/or fair restrictions: March 15th

Project Delivery (Check one)

Virtual only ☐ In-person only ☒ Hybrid (some virtual, some in-person) ☐

Who is this project open to?

Club Members only ☐ Cross-club Members ☒ Countywide ☐

What is the purpose of this project, and what knowledge, skills, or experiences will participants gain?

Learn husbandry skills and knowledge of meat goats such as:
Selection – Nutrition – Breeds – Reproductive Management – Housing – Veterinary / Medical Management – Show Prep – Showmanship – Record Keeping

Meeting Specifics:

- Minimum of six (6) hours of instructions
- Project Leader determines the number of instructions hours required for annual project completion (e.g., more than 6 hours is allowed).

(Add additional lines as needed or attach a separate document if additional space is required.)

Date	Agenda	Location	Drop Off & Pick Up Time	Supplies Needed by Member
7/7/26	Fair Prep and weigh goats	Leader 1 home	6:30 -8:00	Goat if possible
7/20/26	BBQ – Fair Info review, distribute fair tags, SMS question review	Leader 2 home	6:30 -8:00	Youth members only – no goats this meeting. Used Ryans for review
8/25/26	Fair Prep- SMS practice, weigh goats	Leader 1 home	6:30 -8:00	Project animal and show tack
9/8/26	Weigh goats, SMS practice and fair review	Leader 1 home	6:30 -8:00	Project animal and show tack
9/15/26	Weigh goats, SMS practice and fair review	Leader 1 home	6:30 -8:00	Project animal and show tack

9/22/26	Weigh goats, SMS practice and fair review	Leader 1 home	6:30 -8:00	Project animal and show tack
9/27/26	Clipping Day, ear tagging	Farm A	10 or 11 - until done	Project animal, ear tag, blower, clippers, stand if available
9/29/26	Weigh in, Fair prep, SMS practice	Leader 1 home	6:30 -8:00	Project animal
11/17/26	Post fair celebration, pizza party, event assessment	TBA	6:30 -8:00	TBA
1/12/27	How to give injections, kidding topics	ABC school	6:30 -8:00	TBA
2/23/27	Livestock Achievement Day Prep	ABC school	6:30 -8:00	TBA
3/16/27	Livestock Achievement Day Prep	ABC school	6:30 -8:00	TBA
4/20/27	TBA	Leader 1 home	6:30 -8:00	TBA
5/11/27	End of year celebration	TBA	TBA	TBA

Total number of hours of instruction offered: 16-18

Missed Meetings:

If a member misses a meeting, what methods do you allow for them to make up missed assignments or activities? (Examples include attending an animal field day, attending another project meeting, conducting research and presenting it at a future meeting, watching an educational video, attending a clinic, participating in another approved activity, etc.)

Participate in Fresno Fair Love Your Fair clean-up day, Attend livestock kahoot online, Create kahoot questions and assist in hosting a game, Attend Clover Days at Tractor Supply, Write 2 paragraph essay on topic assigned by leader, Plan activity for a project meeting, Participate in Livestock Judging Day. ** Will not be considered a member in good standing resulting in fair ineligibility should you not fulfill below minimum requirements. Make-up options must be planned with your project leader and verified as completed.

List the minimum requirements for successful project completion.

(Examples may include a minimum number of instructional hours (at least 6 hours are required for a USDA-recognized 4-H project), attendance at specific project-related meetings, clinics, or events, completion of the Annual Project Report (APR), demonstration of project skills, participation in presentations, or other project-specific requirements.)

- Attend 10 of the 14 scheduled meeting ** see above

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| • Livestock Achievement Day participation-written test at minimum |
| • APR at year end – full record book to earn project pin |
| • YQCA |

List the Project Leader's expectations for parents/guardians.

(Examples may include parent/guardian needs to walk their child in and sign them out, do parent/guardians need to stay, do they rotate attendance, provide supplies, provide completed health forms, leave young siblings at home, drop off and pick up times, etc.)

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| • Attendance of parents is encouraged when at all possible |
| • Respond to group text thread and RSVP on band app |
| • Encourage your child's project participation |
| • Provide child with notebook/folder for handouts and encourage them to keep it organized, write a brief description of what was done at meetings (helpful for end of yr record keeping) |

Belonging:

What strategies will you use to ensure that members and families feel welcome and that they belong?

Introductions, partner new members with returning youth. Bonding activities for members and parents, Ice breakers, encourage interactive participation. Personal check-in's via direct text messaging and phone calls.
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Group Norms:

Describe non-negotiable group norms. Youth project members must engage in this conversation and add to the non-negotiables. Who is responsible for what? How are we going to treat each other? [See Group Norms Activity](#)

No phones – Be kind and respectful – Participate – Everyone matters, no talking over others <i>Additional Meeting Norms to be created with members input at first meeting</i>
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Health & Safety

Describe any Natural or Manmade Hazards at the meeting location(s) (e.g. pool, trampoline, pond, privately owned firearms, retaining wall, etc.)	What strategies will you use to limit access and reduce liability of known described hazards? (Safety orientation for all members, set meeting boundaries, parent education, etc.)
Low tree limbs - sticks	Establish meeting boundaries with both members and parents

Barn interiors	Clarification of Off-Limits areas
Hot walker - fences	Review and Remind as needed
Trampoline	Off limits at all times (unless clearly expressed otherwise)

Establish Safety Orientation for Members:

(e.g., Safety List is shared verbally with members at the first meeting each year, each time a new member joins the project, and periodically reviewed throughout the year.

Describe any Natural or Manmade Hazards at the meeting location(s) (e.g. pool, trampoline, pond, privately owned firearms, retaining wall, etc.)	What strategies will you use to limit access and reduce liability of known described hazards? (Safety orientation for all members, set meeting boundaries, parent education, etc.)
Physical safety	Clarification of off-limits
Emotional safety	Nurturing relationships, showing value to all
Cultural safety	Respectful of cultural differences, Inclusivity
List any meeting space boundaries (e.g., youth are only allowed in the living room, youth are allowed or not allowed in the backyard, youth are allowed or not allowed in the barn without 4-H adult volunteer supervision, etc.)	- Members may not climb trees or pick up tree limbs - Members may not enter the barn interior areas - Members may not climb or swing from hot walker - Members and parents may not climb or sit on fencing
Identify Hazards	Tour areas pointing out location hazards and restrictions
Prohibited activities at meeting location (e.g. no swimming, no one on trampoline, no jumping off retaining wall, etc.)	No jumping or climbing on the trampoline without being given permission. Applies to all meeting locations.
Off-Limits Areas at meeting location	Interior of barns, hot walker, and sitting or climbing on fences

Approval:

Club Name (Please print)

Club Leader Signature

Date

4-H Staff Name and Title (Print)

Staff Signature

Date