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Agriculture and Natural Resources ■ 4-H Youth Development Program

2022-2023 GLENN COUNTY 4-H EMERALD STAR RANK GUIDELINES

(Due by the first Monday of every month to be placed on the Executive Council Agenda.)

The Emerald Star is added to the Star Rank Program to give all 4-H members the opportunity to serve their clubs, county and/or community without applying for the County Ambassador Team. This is a star rank awarded for a plan of leadership in the 4-H program or in the community. It will be presented at the Star Awards event. Projects should be completed by June with an oral and written report required.

WHAT IS THE EMERALD STAR PROGRAM?

- It offers 4-H'ers the opportunity to develop leadership skills beyond the local club level.
- A 4-H'er who wishes to participate must submit a plan for approval (prior to the work being done) and prepare an evaluation report at the completion of his/her work, then present that report to the Council.
- It is hoped that all Emerald Star plans are successful, but 4-H'ers may receive the Emerald Star Rank even if the plans are not successful. The end of the project evaluations may indicate how well the 4-H'ers planned, how well they tried (including revision of their plans), and how well they were able to evaluate what they did.

TO APPLY, A MEMBER MUST:

- Be 13 years old or older by December 31, 2022.
- Have met the requirements of a Gold Star or hold the rank of a Gold Star.
- Present a plan of proposed leadership to be offered on a multi-club basis, county, or area level in the community, during the following year.
- Be prepared to handle any financial costs to complete the plan.

YOUR PLAN:

Your plan and goal can cover virtually anything. You may want to propose ideas for a new program or develop a new project, event, activity, or enhance an existing project with new supplements that you develop. To successfully execute your plan, be sure to consider your plan in terms of time, money, and energy involved. Especially consider school activities and the amount of time you have. Also, consider whether or not the resources needed are available.





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YOUR PLAN MUST ADHERE TO THE FOLLOWING THREE CRITERIA:

- Must benefit others (not just the applicant)
- Emerald Star applicant must interface with Glenn County members/leaders, and can involve community resources in developing and completing the Emerald Star Project.
- Emerald Star Project must be appropriate for the applicant.

EMERALD STAR PROJECT STEPS:

1. Submit Application, Preliminary Plan and Plan of Work for approval to the 4-H Council Executive Board by **the first Monday of every month**. Turn in paperwork to the Glenn County UCCE Office.
2. Wait for notification of acceptance from the 4-H Council Executive Board.
3. Begin Emerald Star Project.
4. Submit Final Report to the UCCE Office no later than **Monday, May 31, 2023**.
5. Submit Oral Report to the 4-H Council at any scheduled meeting, but no later than the June council meeting.

The application, both plans, and the guidelines for the final report are included with this letter. Please turn in each one in the order stated above to the UCCE Office. If a plan is not accepted, a member of the 4-H Council Executive Board will contact you with ideas to improve it.

For team projects, each member must submit an Application, Preliminary Plan, and Plan of Work outlining his/her contributions to the project. They should not be identical applications. Outline specific responsibilities to be done by each member.

FINAL REPORT:

The Final Report may be submitted in any form as long as it contains the following:

1. Documentation of your completed project, including successes and obstacles, resources used, and any other items that document your project.
2. A statement of completion from a 4-H leader acquainted with your project.
3. Newspaper clippings, photographs, etc. (optional)

The final report may be written or in a power point form, etc. Most forms of documentation can be used (be creative), but if the project is not documented clearly, you may have to redo it.

If you have questions, please call the Glenn County UCCE Office at (530) 865-1107.





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2022-2023 GLENN COUNTY 4-H
EMERALD STAR RANK APPLICATION

(Due by the first Monday of every month to be placed on the Executive Council Agenda.)

Name of Applicant _____

Address _____

City _____ State _____ Zip _____

Phone Number _____

Age Division _____ Club _____

Title of Plan or Project _____

Signature of Applicant _____ Date _____

I UNDERSTAND AND SUPPORT MY 4-H MEMBER IN CARRYING OUT THIS PROJECT.

Parent/Guardian Name _____

Parent/Guardian Signature _____ Date _____

I APPROVE THIS 4-H MEMBER TO BE CONSIDERED FOR THE EMERALD STAR PROJECT.

Key Leader Name _____

Key Leader Signature _____ Date _____





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GLENN COUNTY 4-H EMERALD STAR PROJECT – PRELIMINARY PLAN

Name _____ Date _____

Goal (Specific, Measurable, Attainable, Realistic, Tangible) *My project.*

Benefits from achieving this goal (to yourself and others). *Reasons for my project.*

Estimated cost, time, and effort.





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Special resources needed.





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GLENN COUNTY 4-H EMERALD STAR PROJECT – PLAN OF WORK

Name _____ Date _____

Possible Obstacles	Possible Solutions

Specific Action Steps for Achieving Goal	Target Date





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Method of Tracking Progress

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GLENN COUNTY 4-H EMERALD STAR PROJECT – BUDGET

Name _____ Date _____

Item	Estimated Cost
Total:	





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GLENN COUNTY 4-H EMERALD STAR PROJECT – EVALUATION REPORT

(This form is to be completed after completion of activity/project. A presentation to the Glenn County 4-H Council is also required.)

Name _____ Date _____

Evaluation must be filled out in this order. Applicants may use extra paper and as much space as they for their answers.

1. GOALS

- A. Briefly restate the goal(s) you set for your Emerald Star Project.
- B. Did you accomplish what you set out to do?
 1. If your goal(s) changed, what caused the change(s)?
 2. If your goal(s) stayed the same, do they still seem realistic; were they too ambitious, or not ambitious enough? Why do you think so?

2. PROCESS

- A. What did you do to accomplish your goals?
- B. What special resources (including people) did you use?
- C. Was your timetable or agenda realistic (i.e., did you have time to do everything you wanted to do)? If not, what would have been a more realistic timetable or agenda?

3. EVALUATION

- A. List the personal elements or benefits of your project.
 1. Your greatest satisfaction:
 2. Your greatest frustration:
 3. Some important things you learned along the way:
- B. Some ways your project contributed to our community or county 4-H program.
 1. About how many people heard of your project through your personal efforts?
 2. How many people participated directly in our project? How?
 3. What audience did you reach?
 4. Who benefitted from this project? How? Why?





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5. Do you think your project should be continued?
 - a. If yes, how do you recommend it be done.
 - b. Do you personally plan to continue with this project?
6. Has this project led you to think about other projects which would be suitable for another Emerald Star Project? If yes, what?
7. Other benefits and/or general comments.

I have completed this Emerald Star Project to the best of my ability.

Signature of Applicant _____ Date _____

