Glenn County 4-H Program Participation Guidelines 2023-2024

Section 1 - 4-H Enrollment

Youth may sign up for 4-H at any time throughout the calendar year unless the youth member wants to exhibit at the Glenn County Fair. The Glenn County 4-H Fair Exhibition enrollment deadline must be completed by **Monday, November 6, 2023**, for youth to be eligible to exhibit and participate at the 2024 Glenn County Fair. Additionally, enrollment fees must be paid by credit card, cash, check, or a submitted Fee Waiver Form to the UCCE Office by the deadline. The NEW online enrollment system for California 4-H is ZSuite, and enrollment can be completed online at: https://4h.zsuite.org/, or completed 2023-2024 4-H Youth Member/Adult Volunteer Paper Applications, submitted to the UCCE Office.

Section 2 – 4-H Program Fees & Payment Options

The 2023-2024 Glenn County 4-H Program Fees are:

1. **First 75 NEW** youth members, **ONLY** $5.00 enrollment fee, thanks to the Glenn County Stabilization Program!
2. Youth Member Fees are $70.00 per enrollment, and **FREE** 4-H t-shirt included, if you enroll by **Monday, September 18, 2023**.
3. Youth Member Fees increase to $80.00 per enrollment, if you enroll after **Monday, September 18, 2023**.
4. Adult Volunteer Fees are paid by Glenn County 4-H.

The 2023-2024 Glenn County 4-H Program Fee Payment Options are:

1. Pay at the UCCE Office with cash or check. Please make checks payable to Glenn County 4-H Council.
2. Pay online via credit card at: https://surveys.ucanr.edu/survey.cfm?surveynumber=41172.
3. Submitting a Fee Waiver Form, by visiting: https://ucanr.edu/sites/Butte/files/360927.pdf.

Section 3 – CA 4-H Program Fee Waiver/Reduction Policy

The 4-H Youth Development Program is open to participants, regardless of their ability to pay. Program fees will be waived or reduced for eligible youth. Provisions will be made by the Glenn County 4-H Program to cover program fees for eligible youth who are unable to pay them. It is recommended that the parent/guardian of an eligible youth for which a program fee waiver or reduction is requested should complete the Request for 4-H Program Fee Waiver/Reduction Form and submit it to the UCCE Office.

Youth 4-H program fee waiver/reduction applicants must meet the annual household 2023-2024 Federal Poverty guidelines (See reference: https://www.fns.usda.gov/cn/income-eligibility-guidelines) to be automatically approved. If a family does not qualify, a written request must be submitted to the UCCE Office for approval. For more information on the State 4-H Request for 4-H Program Fee Waiver/Reduction Policy, visit: https://ucanr.edu/sites/UC4-H/files/145710.pdf. To view the form, visit: https://ucanr.edu/sites/glenn/files/386776.pdf.

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Section 4 – Glenn County 4-H Early Bird Enrollment

All members who complete the enrollment process in Glenn County 4-H, by **Monday, September 18, 2023**, will receive a FREE 4-H t-shirt and will also be entered into a drawing to win 2024 Glenn County Fair ride passes. Three names will be drawn at the Star Awards Event.

Section 5 - 4-H Fair Exhibition Late Enrollment Request Procedure

If a member wishes to exhibit at the Glenn County Fair and has missed the enrollment deadline, the member must complete the following process within 15 days of the Glenn County 4-H Fair enrollment deadline on **Monday, November 6, 2023**, and turn in all completed paperwork and payment to the UCCE Office:

1. Complete and submit the Glenn County 4-H Fair Exhibition Late Enrollment Request Form to the UCCE Office by **Tuesday, November 21, 2023.**
2. Complete the enrollment packet or self-enroll online at: https://4h.zsuite.org/.
3. Pay the enrollment fees ($80 per youth). You can pay at the UCCE Office with a check or cash, via credit card at: https://surveys.ucanr.edu/survey.cfm?surveynumber=41172, or by submitting a Fee Waiver Form, by visiting: https://ucanr.edu/sites/Butte/files/360927.pdf.

Section 6 – CA 4-H Project Across Club, County, or State Lines Request and Agreement Process

4-H Members may participate in projects offered by a neighboring club, county, or state if the headquarters club does not offer the 4-H project a member is interested in. The community 4-H club and project adult volunteers in both clubs and 4-H Youth Development Program (YDP) staff in all counties and states involved must approve the participation. See Project Across Club, County, or State Lines Request and Agreement Form at: https://ucanr.edu/sites/UC4-H/files/4752.pdf.

It is the responsibility of the 4-H member and their parent/guardian to acquire the signatures of the home and host community 4-H club and project adult volunteers. The completed request form must be returned to the home UCCE Office for verification and approval. The Glenn County UCCE 4-H YDP staff will contact the host county 4-H staff for approval. The deadline for completing the form is listed below:

1. The form must be completed and approved by the first project meeting attended.
2. The CA 4-H Project Across Club, County, or State Lines Request Form must be completed annually.

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Section 7 – CA 4-H Request for 4-H Membership in a Neighboring County or State Process

The county of residence is the primary county for 4-H YDP enrollment. A 4-H member cannot be enrolled in two different counties at the same time. Any exceptions to this residence requirement must have prior approval from 4-H YDP staff in both counties and/or states affected. 4-H YDP staff reserve the right to reassess all previously granted approvals for our county or state membership when the 4-H program year begins, on July 1. See Request for 4-H Membership in a Neighboring County or State Form at: https://ucanr.edu/sites/UC4-H/files/203025.pdf.

The agreement requires that the 4-H member and member's parent/guardian, 4-H volunteers, and staff agree to the following:
1. Acknowledgement of the reasons for the cross-county or state 4-H enrollment.
2. The 4-H member agrees to follow the constitution, bylaws, policies, and procedures of the host state, county, and 4-H club.
3. The form must be completed and approved by the enrollment deadline or the first 4-H meeting/activity attended.
4. The CA 4-H Request for 4-H Membership in a Neighboring County or State Request Form must be completed annually.

Section 8 – Glenn County 4-H Fair Exhibition Requirements & NEW Agreement Form

If a member wishes to exhibit at the Glenn County Fair, the member must complete the following process and turn in the NEW Glenn County 4-H Fair Exhibition Requirements Agreement Form. The 4-H member must complete a form for each project they plan to exhibit at the 2024 Glenn County Fair. The form must be signed with all the appropriate signatures and turned in to the UCCE Office by **Monday, April 15, 2024**.

The Glenn County 4-H Fair Exhibition Requirements for 4-H Youth Members to Exhibit Livestock/Animals and ABA (Anything but Animals) projects at the Glenn County Fair for the program year 2023-2024 are:

Primary Members:
1. **Meet the requirements and rules set by the Glenn County Fair.**
2. **Be a member in good standing as outlined in the 4-H Steps to Success.** You must complete the 4-H enrollment process and be enrolled in the project(s) intended to exhibit at the Glenn County Fair by the Fair Exhibition Enrollment deadline on **Monday, November 6, 2023**.

Junior, Intermediate, and Senior Members:
1. **Be a Junior, Intermediate, or Senior Member, and 9 years old by December 31, 2023.**
2. **Meet requirements and rules set by the Glenn County Fair.**

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3. **Be a member in good standing as outlined in the 4-H Steps to Success.** You must complete the 4-H enrollment process and be enrolled in the project(s) intended to exhibit at the Glenn County Fair by the Fair Exhibition Enrollment Deadline on **Monday, November 6, 2023**.
   - Enrollment is considered complete when submitted through the CA 4-H Enrollment System ZSuite, or a hard copy enrollment application is submitted to the UCCE Office.
   - Additionally, enrollment fees must be paid by credit card, cash, check, or a submitted Fee Waiver to the UCCE Office.
4. **Project Completion -** Complete a minimum of six hours of 4-H project instruction, or more, as required by the project leader by the fair entry deadline.
   - The project leader will communicate the project meeting schedule and hours requirement to all members by the second project meeting.
5. **Event Participation -** Participate in at least one extended educational opportunity/event linked to the project being exhibited at the fair outside of club and project meetings. Approved events are hosted by Glenn County 4-H, a neighboring 4-H program, or in collaboration with 4-H.
   - Examples are the Livestock Challenge, Livestock Field Day, ABA Judging, Food Fiesta and Creative Arts & Skills Day, Butte County 4-H Small Animal Field Day, etc. Jackpots are not considered a qualifying event and do not align with the 4-H policy.
6. **Project Presentation -** Give a presentation related to the project you are exhibiting at the Glenn County Fair.
   - Give a presentation at County Presentation Day, a Club Meeting, a Project Meeting, a qualifying county event, service clubs, school classrooms, senior citizens groups, etc. (Presentations given to neighbors, relatives, or friends DO NOT count.) Please reference, complete, and submit the Presentation Form if you are not giving your presentation at County Presentation Day.
7. **APR Form -** Returning members must submit an Annual Project Report (APR) Form for all projects exhibited by the previous program year by the due date set by the county. New and returning members exhibiting at the fair, are required to submit an APR Form at the end of the current program year on the due date set by the county if exhibiting next year. This will be verified at the end of the previous program year.

All requirements listed align with the 4-H Steps to Success policy and FAQ.

See References:
- 4-H Steps to Success: https://ucanr.edu/sites/UC4-H/files/210544.pdf.
- 4-H Steps to Success FAQ: https://ucanr.edu/sites/UC4-H/files/224707.pdf.
- Glenn County 4-H Presentation Form: https://ucanr.edu/sites/glenn/files/386721.pdf.
- UC ANR Jackpot/Prospect Shows FAQ: https://ucanr.edu/sites/UC4-H/files/220615.pdf.

*Members cannot participate in jackpot/prospect shows as 4-H YDP members, although they may participate as individuals. Members cannot wear a 4-H uniform or other representation of 4-H, nor will their participation be recognized as a 4-H experience.

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Section 9 - Project Completion & Annual Project Report Requirement

To be a member in good standing according to the Steps to Success in 4-H
(See Steps to Success in 4-H), a Junior, Intermediate, and Senior Member must complete a minimum of 6 hours of project instruction or more as required by the project leader and additionally complete an Annual Project Report (APR) Form. 4-H Members will receive their annual year pin and stripe after submitting their APR Form at their club meeting. The deadline for submitting the Annual Project Report (APR) Form to your 4-H Club Key Leader, with all required signatures, is **Monday, July 1, 2024.**

Primary Members, youth ages 5 to 8 years old, do not complete the APR Form. Record keeping is not required for project completion. Project completion is not required for Primary Members.

Section 10 - Glenn County 4-H Meeting/Event "Make-Up" Procedure

If the 4-H'er is going to miss a project meeting or a 4-H required event to meet the Glenn County 4-H Fair Exhibition Requirements, to receive credit, the 4-H Member must contact the Project Leader. Make-up meetings must be arranged before a meeting/event is missed.

1. The 4-H'er must receive written verification from the event facilitator, event coordinator/chair, or another project leader that the project meeting or event make-up was completed.
2. The 4-H'er must report to the project meeting what the make-up activity was and share new knowledge learned.

Section 11 - Glenn County 4-H Program Club, Project Leader, or Member Financial Support Request Form and Process

The Glenn County 4-H Program Club, Project Leader, or Member Financial Support Request Form should be filled out by the 4-H Club, Project Leader, or 4-H Family for assistance. Members and Project Leaders should go to their 4-H club first for help before completing the Financial Support Request Form. Member's confidentiality and discretion will be maintained, and requests will be kept confidential. Please turn in the completed form, along with a picture or attachment of the item requested (including the price), to the UCCE Office at 821 E. South Street, Orland, CA 95963, or email it to: glenncounty4h@ucanr.edu. For projects, a Budget Plan Form must be submitted with the Financial Support Request Form. **Please provide a picture or attachment of the item requested, including the price.** The form can be found by visiting:
https://ucanr.edu/sites/glenn/files/387349.pdf.

Member financial aid would be for items such as uniforms and project supplies assistance (if the Project Leader is not completing the form for the project as a whole). Financial support for ABA (Anything but Animals) and livestock assistance is considered for items like tools, equipment, and supplies. 4-H clubs should consider fundraising for club and project expenses and help fund project supplies.

Glenn County 4-H Advisory Team, will consider requests for support but reserves the right to:
- Have clubs consider fundraising to either raise the total or partial amount requested on the Financial Support Request Form if not fully approved.

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- Ask questions.

Forms must be submitted by the first of the month for consideration at the current month's Advisory Team Meeting. All requests submitted after the first of the month will be moved to the following month for consideration. Financial Support requests will be decided at the Glenn County 4-H Advisory Team Meetings. The support amount approved will be reported at the Glenn County 4-H Community Town Hall.

Section 12- 4-H Club Incentives

Glenn County 4-H rewards clubs for their active participation in events and activities. The top two clubs with the highest percentage of attendance at each of the events, will earn money for their club. The qualifying events and activities are Bowl-a-Thon Scholarship Fundraiser, County Presentation Night, 4-H Fundraiser Dinner, Spring Tractor Supply Clover Campaign, and the 4-H Cookhouse during the fair. 1st place at each event will receive $75.00, and 2nd place will receive $50.00. The club with the highest percentage of attendance at all five events will win an additional $250.00 to use towards a club end-of-the-year party. To view the flyer for club incentives, visit: https://ceglenn.ucanr.edu/Glenn_County_4-H_Program_286/Forms_839/.

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