

## Links to Community Leader Resources



### University of California

Agriculture and Natural Resources ■ 4-H Youth Development Program

#### General County Resources:

- County Calendar: [http://ucanr.edu/sites/smsf4h/Calendar\\_/](http://ucanr.edu/sites/smsf4h/Calendar_/)
- County Event Page: [http://ucanr.edu/sites/smsf4h/Calendar\\_/Events/](http://ucanr.edu/sites/smsf4h/Calendar_/Events/)
- Forms Page: <http://ucanr.edu/sites/smsf4h/Forms/>
- County Blog: <http://ucanr.edu/sites/smsf4h/Resources/Blog/>
- Event descriptions and dates handout (Located under Project Leader Resources heading): [http://ucanr.edu/sites/smsf4h/Resources/For\\_Leaders/](http://ucanr.edu/sites/smsf4h/Resources/For_Leaders/)
- General Volunteer FAQs: <http://ucanr.edu/sites/smsf4h/files/198968.pdf>

#### Bullying Resources

- American Camping Association: Bullying and Bullying Prevention: <http://www.acacamps.org/bullying/bullying-prevention>
- “Six Reasons Why Bystanders Choose Not to Intervene to Stop Bullying” – by Signe Whitson: [http://www.huffingtonpost.com/signe-whitson/six-reasons-why-bystander\\_b\\_4295181.html](http://www.huffingtonpost.com/signe-whitson/six-reasons-why-bystander_b_4295181.html)
- “Don’t be a Bystander: How to teach kids to step in and stop bullies in their tracks” – by Emily Bazelon: [http://www.slate.com/articles/life/bulle/2013/02/bullying\\_can\\_we\\_teach\\_kids\\_to\\_stop\\_being\\_bystanders.html](http://www.slate.com/articles/life/bulle/2013/02/bullying_can_we_teach_kids_to_stop_being_bystanders.html)

#### Project Leading

- Chapter 5 – California 4-H Policy Manual – Membership and Participation: <http://4h.ucanr.edu/Resources/Policies/Chapter5/>
- California 4-H Project Sheets: [http://4h.ucanr.edu/Programs/Projects/Project\\_Sheets/](http://4h.ucanr.edu/Programs/Projects/Project_Sheets/)
- Experiential & Inquiry-based Learning with Youth in Non-formal Settings: [http://www.csrees.usda.gov/nea/family/res/pdfs/experiential\\_inquiry\\_based%20learning-1.pdf](http://www.csrees.usda.gov/nea/family/res/pdfs/experiential_inquiry_based%20learning-1.pdf)
- Youth with Special Needs Leader Handbook: <http://4h.ucanr.edu/files/19693.pdf>
- Primary Leader Handbook: <http://4h.ucanr.edu/files/14646.pdf>
- Thrive Online Trainings: <http://4h.ucanr.edu/Resources/Volunteers/iDevelop/>
- Project Leader Digest: <http://4h.ucanr.edu/files/4462.pdf>
- Roger Hart’s Ladder of Participation (Page 22): <http://4h.ucanr.edu/files/1340.pdf>

#### Safety Materials

- Chapter 11 – California 4-H Policy Manual – Health and Safety: <http://4h.ucanr.edu/Resources/Policies/Chapter11/>



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- Child Safety Brochure: <http://4h.ucanr.edu/files/61117.pdf>
- 4-H Safety Manual: <http://safety.ucanr.org/files/3067.pdf>
- Clover Safe Note #13 – Emergency Preparation and Response Guideline: <http://safety.ucanr.org/files/1575.pdf>
- Clover Safe Note #14 – Preventing 4-H Member Injuries and Illnesses: <http://safety.ucanr.org/files/1576.pdf>
- Safety Meeting Training Record: [www.ca4h.org](http://www.ca4h.org)
- Accident and Illness Insurance FAQs: [www.ca4h.org](http://www.ca4h.org)
- Hartford Accident/Illness Insurance Claim Form: <http://4h.ucanr.edu/files/80575.pdf>
- ANR Incident Report Form: <http://ucanr.edu/sites/smsf4h/Forms/>
- County Complaint Form: <http://ucanr.edu/sites/smsf4h/files/197962.pdf>
- Child Abuse Reporting Flow Chart: [www.ca4h.org](http://www.ca4h.org)

#### Non-Discrimination Policy

- Non-Discrimination Brochure: <http://4h.ucanr.edu/files/4742.pdf>

#### Conflict Resolution Resources

- Teaching Children to Resolve Conflict: <http://ohioline.osu.edu/hyg-fact/5000/5195.html>

#### Community Leader Guide

- 4-H Officer's Manual: <http://4h.ucanr.edu/files/167443.pdf>
- Treasurer's Manual: <http://4h.ucanr.edu/files/14647.pdf>
- Club Budget Form (Page 45 of Treasurer's Manual): <http://4h.ucanr.edu/files/14647.pdf>
- Club Ledger Form (Page 42 of Treasurer's Manual): <http://4h.ucanr.edu/files/14647.pdf>
- Club Monthly Treasurer's Report Form (Page 35 of Treasurer's Manual): <http://4h.ucanr.edu/files/14647.pdf>
- Monthly Statement of Cash Collections Form (Page 51 of Treasurer's Manual): <http://4h.ucanr.edu/files/14647.pdf>
- Annual Financial Report Forms (Club Organizing Heading – County Website Forms Page): <http://ucanr.edu/sites/smsf4h/Forms/>
- Fundraising Approval Form (Page 49 of Treasurer's Manual): <http://4h.ucanr.edu/files/14647.pdf>
- Sample Donation Receipt Letter (Chapter 9, 4-H State Policy Manual): <http://4h.ucanr.edu/Resources/Policies/Chapter9/>
- 4-H Donation Receipt (Chapter 9, 4-H State Policy Manual): <http://4h.ucanr.edu/Resources/Policies/Chapter9/>



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- Club Program Planning Guide: <http://4h.ucanr.edu/files/167444.pdf>
- Meeting Organizing Template: Contact County Office
- Club Business Meeting Agenda Template (Page 32 of Officer's Manual):  
<http://4h.ucanr.edu/files/167443.pdf>
- Club Meeting Minutes Template (Page 33/34 of Officer's Manual):  
<http://4h.ucanr.edu/files/167443.pdf>
- Club Meeting Minutes Sample (Page 35 of Officer's Manual):  
<http://4h.ucanr.edu/files/167443.pdf>
- Club Meeting Planner (Page 36 of Officer's Manual): <http://4h.ucanr.edu/files/167443.pdf>
- Outreach Methods Documentation Form (Page 38 of Officer's Manual):  
<http://4h.ucanr.edu/files/167443.pdf>
- Safety Meeting/Training Record Log Sheet: [www.ca4h.org](http://www.ca4h.org)
- Marketing Material Templates: Contact County Office