

2023-2024

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CLARK  
COUNTY  
4-H  
HANDBOOK



I PLEDGE my HEAD to clear thinking, my HEART to greater loyalty, my HANDS to larger service, and my HEALTH to better living, for my club, my community, my country, and my world.



TO MAKE  
THE BEST  
BETTER

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<https://extension.illinois.edu/cce/4-h-clark-county>

## What is 4-H?

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The 4-H program is the largest informal youth serving organization in the country. In 4-H, kids complete hands-on projects in areas like health, science, agriculture and civic engagement in positive environment where they receive guidance from trained adult mentors and are encouraged to take on leadership roles within their club and community. The University of Illinois Extension staff provide professional leadership for our adult volunteers and youth members. Through U of I Extension, 4-H programs are conducted statewide. The 4-H program is known worldwide, with clubs in every county, every state in the United States, and more than 80 counties worldwide. The 4-H program is organized into clubs throughout the county. Volunteer adult leaders help lead the clubs, provide organization, structure, and provide adult supervision for the various club activities. They also help provide educational opportunities for the members and chances for leadership, citizenship and self-development.

### Pledge:

I pledge... my **HEAD** to clearer thinking  
... my **HEART** to greater loyalty  
... my **HANDS** to larger service, and  
... my **HEALTH** to better living, for  
My Club, my Community, my Country and my World.

### Motto:

The national 4-H motto is: *"To Make the Best Better."*

### Slogan:

"Learning by Doing" a phrase that sums up the educational philosophy of the 4-H program. Young people learn best when they are involved in their learning. The intent is to do, reflect, and apply.

## University of Illinois Extension 4-H Team

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[Clark County 4-H Website](#)

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# Membership Policies

## CLARK COUNTY MEMBERSHIP

1. The 4-H year begins on September 1 and ends on August 31. Enrollment is open to 4-H members throughout the period. Enroll at: [4h.zsuite.org](http://4h.zsuite.org). Members must enroll by January 1 for an incentive and by April 1 to exhibit at the Clark County 4-H Fair.
2. Any person, regardless of race, color, religion, gender, national origin, ancestry, marital status, familial status, sexual orientation, or disability may participate in 4-H programs. Youth who are 8 years of age and have not reached their nineteenth birthday on or before September 1 of the current 4-H year may enroll in a 4-H club.
3. A \$20 4-H program fee will be applied to members who participate in the 4-H program. Fee waivers are available to those needing financial assistance. No child will be denied the opportunity to participate in 4-H due to his/her inability to pay annual the program fee.
4. A youth may enroll and/or participate in programs in multiple 4-H clubs and groups within a county. Youth should be enrolled in 4-H in the county sponsoring the 4-H club/group, even though they may live outside the county. It is preferred that youth enroll in 4-H in their county of residence.
5. 4-H membership may not be terminated during the 4-H year without that member's knowledge and due process.
6. Youth must meet the following requirements to be considered a member in good standing: enroll, attend 3 meetings, do a talk/demonstration, community service with your club, participate in the 4-H Show.

## INDEPENDENT STUDY MEMBER POLICY

In order to participate in the 4-H Fair exhibition:

1. An Independent Study 4-H member must complete the Clark County Independent Study Agreement at the time of enrollment and turn it into the office by the re-enrollment deadline.
2. Each Independent Study member shall have a minimum of six [6] contacts with a designated mentor. Mentor may be a club leader or an Extension Staff member. Contacts may be in person, through written correspondence, telephone conversations or e-mail and must be monthly, beginning no later than January of the program year. Contacts must include information on 4-H project work planned or accomplished.
3. Each Independent Study member shall participate as part of their county 4-H responsibility in the following activities each year:
  - 4-H BBQ
  - National Day of Service
  - 4-H Green Team

## CLOVERBUD MEMBERSHIP

1. Youth ages 5 – 7 (as of September 1 of the program year) are eligible to enroll in the Illinois 4-H Cloverbud program.
2. A \$20 4-H program fee will be applied to members who participate in the 4-H Cloverbud program. Fee waivers are available for those needing financial assistance. No child will be denied the opportunity to participate in 4-H due to his/her inability to pay the annual program fee.
3. The 4-H Cloverbud program is activity-based. "Activity-based" means a variety of short experiences for youth that create an eclectic, cooperative, and fun approach to learning through an immediate, positive feedback response to youth's involvement in the activity.
4. It is not the intent or the objective of the Illinois 4-H Cloverbud program to duplicate the 8 – 19-year-old Illinois program experience, nor to create a mini-4-H concept. While many Cloverbuds will continue to be involved in other 4-H experiences, the Cloverbud program is designed with specific educational objectives focused on the ages 5 – 7.
5. Cloverbuds will be encouraged to exhibit one project at the county 4-H show from a specified list of Cloverbud projects. Cloverbud clubs may complete this as a club activity. These projects will NOT be judged because 4-H Cloverbuds must be non-competitive exhibits and no premium funds will be paid. Livestock exhibits are not permissible.

## Club Policies

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- A club will consist of at least 5 members and one adult volunteer leader.
- Club membership is based on the number of members enrolled as of April 1. New members added after April 1 should be included in the following year's enrollment.
- The club will hold at least 6 regular meetings, a record of which is kept in the Secretary's book.

## County Organizations

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**Federation** - Federation meets as needed and is an organization to provide the older youth of Clark County with added opportunities make new friends, develop leadership, improve citizenship, increase interest in 4-H, plan programs to meet their needs and interest, and exchange ideas to carry out to the local club program. All 4-H members eighth grade and older can become members of the Federation upon joining a local club.

**Leaders** - The Leaders meet several times throughout the year. All organizational leaders are encouraged to attend. Leaders assist in planning upcoming events and organize the annual 4-H fundraiser. Training sessions are often held to make their leadership and responsibilities easier and of a higher quality.

**4-H Foundation** - The 4-H Foundation's sole purpose is to raise funds in support of 4-H programs and run the Clark County 4-H Food and Livestock Auction during the 4-H Fair. They inform sponsors of the importance and the value to young people of the education and leadership training they receive in 4-H activities. This board is made up of nine or more adults, with representation across the county.

## Other Important Information

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**Weekly eBlast** - Each Friday the Extension Office will send an email (eblast) to every member that has supplied our office with an email address. This email will include information about upcoming 4-H events and deadlines for the next week, as well as Extension programming within our unit.

**4-H Fair Handbook** - This handbook contains information general and livestock project requirements. It is the 4-H'ers and their family's responsibility to read the handbook in order to understand the rules. It is also the responsibility of the 4-H'ers and their family to watch for updates in their current Handbook from year to year. The 4-H Handbook is also available online at <https://extension.illinois.edu/cce/4-h-clark-county>

**Project Manuals** –it is the 4-H members responsibility to submit an order form by May 1 of the program year, **if** your project requires a project manual for projects in which they are enrolled, this will be offered once a year. After the set deadline, you can order manuals through shop4h.com. The order form can be found on your Zsuite Dashboard. (Exception: there are no project manuals for county projects.)

**Illinois 4-H Spark Guide** - Each 4-H family can request the [Illinois 4-H Project Guide](#), which lists all the state projects that are available along with suggested activities relating to each project. It also lists suggested ages and the manuals for projects. (County projects are not listed in the Illinois 4-H Project Guide)

## Activities and Events (Opportunities)

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### COUNTY-LEVEL

**Achievement Night** - Annual awards ceremony conducted by Federation members. 4-H'ers receive recognition for their past 4-H year's participation. The event is held yearly.

**Annual Fundraising Event** - The Clark County 4-H Leaders sponsor a major fund-raising activity of the year for 4-H'ers. This event is a major undertaking and requires the assistance of each 4-H family.

**Carnival** - An annual event, the Carnival provides an opportunity for clubs to design a booth and a leadership opportunity for the county Federation. The event is held in Casey and open to the public.

**County 4-H Show** – The 4-H Show provides an opportunity for members to have their project work evaluated and placed on display for public viewing held yearly in July.

**Dog Obedience** - A series of ten classes are held to teach basic Dog Obedience skills. Classes are held weekly in early spring. Classes may not be offered on an annual basis.

**Horse Bowl and Hippology Team** - A Clark County 4-H Horse Bowl and Hippology team practices throughout the fall and winter to compete in the Regional Horse Bowl and Hippology Contests. Any 4-H'er is welcome to participate.

**Livestock Judging Team** - A Clark County 4-H Livestock Judging Team practices throughout the fall and winter to compete in multiple contests. Any 4-H'er is welcome to participate.

**Shooting Sports** - A series of classes for Archery, Rifle, Air Rifle & Pistol, Shot Gun, Hunting & Outdoor sports (fishing, hunting, camping, etc.).

**Public Speaking and Demonstrations** - A county contest is also offered each year. Several categories are included and listed under the Public Presentation project requirements (held in March 2024)

**National Day of Service** - held once a year, clubs pick a community project and complete it on the select day.

### REGIONAL AND MULTI-COUNTY LEVEL

**Officer Training** - Held each year to provide club officers with the training necessary to carry out their duties. Individual training sessions are held for each office.

**Leader Training** - opportunity for leaders to refresh and learn new skills.

**Various Workshops** - various workshops will become available throughout the year, open to Clark County 4-H'ers.



## Activities and Events (Opportunities)

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### STATE LEVEL

**Illini Summer Academies** - Teens from across Illinois gather to explore college curriculum, meet new friends, and get a taste of college life during 4-H Illini Summer Academies. Delegates spend four days with University of Illinois professors and graduate students while they try out college majors and learn about potential careers. Illini Summer Academies is open to youth who will be at least 14 years of age and not yet 19 by September 1, current 4-H year, and have completed eighth grade by the time of the conference. Registration opens in March with the academies held in June.

**Illinois Junior Leadership Conference** - The Junior Leadership Conference is for 7<sup>th</sup> – 8<sup>th</sup>-grade 4-H members. This event is organized and conducted by the State 4-H Youth Leadership Team. Workshops help participants develop leadership skills, learn about 4-H opportunities, and explore 4-H project areas. Details are available from the Extension Office in late November. The conference is generally held in late February.

**State Judging Contests** - In mid-June, the University of Illinois at Champaign-Urbana hosts judging contests in livestock, dairy, poultry, and horses as well as skill competitions in forestry, horticulture, and rocket launching. Winners of these events become candidates to compete in Invitational Judging Contests held at the Illinois State Fair in August as well as in national competitions. All 4-H members are eligible to participate in these competitions.

**State Fair** - Members selected as having the top exhibit in their general project represent Clark County at the State Fair. State Fair begins the second Friday in August. State Fair exhibitors must be 8 years old by September 1 of the current 4-H year, including livestock exhibitors. Exhibitors may only take 1 project, excluding livestock. All livestock forms are the responsibility of the exhibitor. For more information, see “State Fair Policies” section.

**4-H Camp** – See the weekly eBlast for more details! 4-H Camp is held in June and early July at 4-H Memorial Camp at Allerton Park in Monticello, IL. The five-day camping experience is designed for youth ages 8-15. Campers participate in lots of hands-on projects, such as rocketry, conservation, cooking, performing arts, sports, and crafts. It also wouldn't be camp without hikes, campfires, rock climbing, boating, fishing or swimming! Registration opens in early in the year and usually fills within a few days.

**Space Camp** - 4-H'ers travel to Huntsville, Alabama for the 4-H Missions in Space at the U.S. Space and Rocket Center. Participants experience hands-on training through various astronaut simulators. The three-day trip is usually held over a long weekend in October. This opportunity may or may not be offered each year.

**4-H Teen Leadership Camp** - experience all the things you love about summer camp while you experience high-intensity leadership, public-speaking, and networking opportunities with other rising 8<sup>th</sup>-12<sup>th</sup> graders from across Illinois.

**4-H Changemakers** - learn the power of youth voice while you build your civic engagement. Gain confidence and new abilities as you learn how to be that person out in front, sharing what you're passionate about, and creating change.

**Junior Livestock Conference** - open to members in 7<sup>th</sup>, 8<sup>th</sup> & 9<sup>th</sup> grades, provides hands-on opportunity built around the science and disciplines of livestock production and exhibition. The conference is held every other year.

**State Shoots** - Illinois 4-H State Shoots in rifle, pistol, archery, and shotgun are intended to provide an opportunity for teenage 4-H members to compete with those with like interested from throughout Illinois.

**Illinois 4-H Poultry Judging Contest** - Poultry judging teacher stands of poultry and egg production to ensure safe and nutritious consumer product.

**Illinois 4-H Livestock Judging Contest** - the Illinois 4-H livestock judging program teaches youth to identify breeds of livestock and helps them make decision which improve their local herds. The annual contest is held in June each year on the University of Illinois campus.

**4-H Food Summit** - leaders meet to be inspired and share a vision for food security, food access, and food justice in Illinois. University of Illinois researchers, non-profit professionals, food advocates, and civic leaders will be present to lead workshops designed to empower young people with the knowledge, confidence, and resources they need to straighten their leadership as they work to create food security in their communities.

**Illinois 4-H Dog Show** - 4-H members who excel in the 4-H Dog project are encouraged to compete at the local 4-H dog obedience contest for a chance to advance to the Illinois 4-H Dog Show. Competition in both obedience and showmanship are held. The Illinois State 4-H Dog Show uses the American Kennel Club Regulations. [Click here](#) to download the AKC Rules & Regulations.

## Activities and Events (Opportunities)

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### STATE LEVEL CONT.

**Illinois 4-H State Robotics Competition** - It's one thing to program and build a robot; it's another thing to do it as a team. This statewide event is an opportunity for youth enrolled in 4-H robotics to demonstrate their learning, celebrate their accomplishments, and interact with others who share an interest in robotics. Robotics clubs may compete as a team in the annual State 4-H Robotics Competition. The contest tests a club's ability to work together creatively to solve a set of tasks.

**Illinois 4-H Legislative Connection** - provides 4-H members a unique opportunity to learn about the state legislative process and meet with elected officials. Participants include members of the Illinois 4-H Youth Leadership Team and those members who have completed Speaking for Illinois 4-H training.

**Illinois Horse Bowl Contest** - Demonstrate your knowledge of equine related subject matter in a competitive setting where attitudes of friendliness and fairness prevail. The contest operates very similar to scholastic bowls at school except all the questions relate to horses! Participants does not need to have horses or be enrolled in the horse project to participate.

**Illinois 4-H Hippology Contest** - The primary objective of the Hippology Contest is to provide, in a friendly but competitive setting, an opportunity for youth enrolled in 4-H to demonstrate the breadth of their knowledge and understanding of equine science, and in particular the practical application of this knowledge and skill. Participants do not need to have horses or be enrolled in the horse project to participate.

**Speak for Illinois 4-H Training** - You love 4-H. We need you to help tell that story to the public. 4-H members received advanced training in public speaking at Speaking for Illinois 4-H trainings held throughout the state. That training prepares you to meet with county and state elected officials, potential donors, civic groups, and new volunteers. You'll also be the state 4-H programs voice at state legislative events, such as 4-H Legislative Connection where 4-H members visit state legislators to tell their 4-H stories and educate the legislators about the benefits of 4-H and University of Illinois Extension.

**Illinois 4-H Horse Speaking Contest** - 4-H Horse Speaking contests help youth gain self-confidence, courage and persuasiveness; share ideas with others; and develop the ability to speak in public to inform others about horse-related subjects and the 4-H Horse project.

### NATIONAL LEVEL

**Citizenship Washington Focus** - Travel to Washington, D.C. for one summer week filled with new experiences, sightseeing, and learning about our nation's capital and the governmental process. Delegates stay at the National 4-H Center in Chevy Chase, Maryland. Citizenship Washington Focus is open to teens ages 14-18 years of age as of May 1 in travel year. Apply for this trip in the fall. The cost is about \$1,300 with the possibility of an available scholarship. Contact the Extension Office for scholarship availability.

**Ignite Conference-** Ignite by 4-H, is an inclusive teen event in Washington, D.C. Four days of inspiring and engaging panels, respected speakers, workshop sessions, entertainment and creating amazing connections. The summit will provide high-school aged youth from across the country the opportunity to explore the best 4-H has to offer in STEM, Agriscience, Healthy Living, Career Readiness and Emotional Well-Being.

**National 4-H Conference-** Illinois sends a delegation to the National 4-H Congress in Atlanta, Georgia. This five-day national conference is an opportunity for youth from across the country to develop their leadership skills. Members have the opportunity to go to trainings, listen to nationally recognized speakers, participate in community service projects and network with 4-H members from across the United States.

**National 4-H Congress-** Six Illinois teens travel to Washington D.C. to participate in this working conference. Delegates from the United States, Canada, and Puerto Rico attend workshops and work on action plans for national, state, and local 4-H programs. Some sight-seeing is included. First opportunity to attend this trip is provided to the teens serving on the State 4-H Youth Leadership Team and Speaking for Illinois 4-H Program.

**True Leaders in Equity Institute-** The True Leaders in Equity Institute will prepare up to 20 teams to be change agents within the Cooperative Extension System as we work to create more welcoming and inclusive environments. This training and leadership opportunity challenges participants to work together to ideate and champion equity-related projects that will grow 4-H in their communities.

*Clark County may provide financial assistance for members who attend county, regional, state, and national 4-H events, as funds are available.*

## Illinois 4-H Code of Conduct

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The opportunity to participate in or attend 4-H activities is a privilege and not a right. All 4-H participants – youth, families, volunteers, and Extension staff – who participate in or attend any activity or event sponsored by the University of Illinois Extension 4-H Youth Development Program are expected to uphold the values of the Illinois 4-H program and conduct themselves according to the following standards. These standards also apply to online 4-H activity, including social media and internet presence.

1. **Create a Welcoming Environment for All.** Encourage everyone to fully participate in 4-H. Recognize that all people have skills and talents that can help others and improve the community. Though we will not always agree, we must disagree respectfully. When we disagree, try to understand why. Our first priority is to create a safe, inclusive space for learning, sharing and collaboration that is welcoming to people from diverse backgrounds, cultures, and perspectives. Diversity includes, but is not limited to: race, color, religion, political beliefs, national or ethnic origin, immigration or citizenship status, sex, gender identity and expression, transgender status, sexual orientation, age, marital or family status, educational level, learning style, pregnancy, physical appearance, body size, and individuals with disabilities.
2. **Bring Your Best Self.** Conduct yourself in a manner that reflects honesty, integrity, self-control, and self-direction. Accept the results and outcomes of 4-H contests with grace and empathy for other participants. Accept the final opinions of judges and evaluators. Be open to new ideas, suggestions, and opinions of others.
3. **Obey the Law.** Obey the laws of the locality, state and nation and U of I and Extension policies and guidelines. Commit no illegal acts. Do not possess, offer to others, or use alcohol, illegal drugs, or tobacco products which include e-pens, e-pipes, e-hookah, e-cigars, JUULs, vapes, vape pens or other electronic nicotine delivery systems. Do not possess or use weapons or firearms except as expressly permitted as part of supervised 4-H shooting sports programming. Do not attend 4-H activities under the influence of alcohol or illegal substances.
4. **Honor Diversity – Yours and Others’.** Respect and uphold the rights and dignity of all persons who participate in 4-H programs.
5. **Create a Safe Environment.** Do not carelessly or intentionally harm or intimidate anyone in any way (verbally, mentally, physically, or emotionally). Do not engage in romantic displays or sexual activities in either public or private situations. Be kind and compassionate toward others. Do not insult, harass, or bully others or engage in other hostile activities. Be considerate and courteous of all persons and their property.
6. **Be a Team Player.** Work cooperatively with all individuals involved in 4-H programs and activities. Be responsive to the reasonable requests of the person in charge. Respect the integrity of the group and the group’s decisions.
7. **Humane Treatment of Animals.** Treat animals humanely and teach 4-H youth to provide appropriate animal care.
8. **Participate Fully.** Participate in and contribute to planned programs, be on time and follow through on assigned tasks/responsibilities in a manner that fosters the safety, well-being, and quality of the educational experience for self and others. Have fun!
9. **Watch What You Wear.** Use good judgment. Wear clothing suited for the activity in which you will participate. Dress in a manner that is respectful to yourself and others. Clothing that displays or promotes violence, obscenity, illegal activities, discrimination, or intimidation is prohibited. Do not wear revealing clothing, such as short skirts or shorts, midriff-baring tops, or anything showing undergarments.
10. **Be a Positive Role Model.** Act in a mature, responsible manner, recognizing you are role models for others and that you are representing both yourself and the University of Illinois Extension 4-H Youth Development Program. Be responsible for your behavior, use positive and affirming language, and uphold exemplary standards of conduct at all 4-H activities.

### CONSEQUENCES

Any of the following may be used, depending on severity of the situation:

1. Participant will receive a verbal warning.
2. Participant may remain at the event/activity, but may be barred from future events.
3. Participant may be asked to leave the event/activity. If the participant is a youth, the parent(s) will be called and the youth will be sent home at family’s expense.



## Awards and Recognition

Record-keeping is an important part of 4-H. By completing records of what you have learned and accomplished during your year and the 4-H Fair. Your member portfolio shows your growth through your entire 4-H career. You have done the work, now let's work on getting rewarded for those accomplishments! Records are available online, at the Clark County Extension Office, or on our website – <https://extension.illinois.edu/cce/4-h-clark-county> or from your 4-H Leader.

Follow these easy steps to complete your records:

1. **RECOMMENDED** - Fill out the "[Clark County 4-H Member Portfolio](#)". This will serve as a permanent record throughout the 4-H'er's career, showing ALL of your involvement in 4-H and community activities. This record REALLY helps when you are older and filling out college applications and scholarships!
2. **REQUIRED YEARLY** - Fill out the "**4-H Experience Checklist**". All of this information you will have after completing your Member Portfolio. It's that EASY! This is what is required for any recognition at Achievement Night.
3. Submit the above records to your 4-H Leader, the date to be announced each year. Applications must be signed by the 4-H'er, parent/guardian, and 4-H Leader before being turned in to the Extension Office.

### AWARD OPPORTUNITIES AT THE 4-H SHOW

**County Project award/banner** - banners or awards are donated by local businesses, individuals, and county leaders' organizations to be presented to 4-Hers showing outstanding project work. Livestock projects are given banners to Grand and Reserve Champions. General projects are given an award whose projects are selected as top exhibits in several general project areas (awarded before the food auction).

**Completion Member Award** - A special 4-H is given to each completion member during the 4-H Fair. All 4-H members who have been enrolled and meet yearly requirements for 5-plus years and are aging out of the 4-H program are eligible.

**Herdsman Award** - Superintendents in the area of beef/dairy, sheep, swine, horse, rabbits, goats, and poultry will select one 4-H'er as the recipient of the Herdsman Award for their species. The award will be based on the Neat Pen and Show Box or supplies, keeping animals presentable, helpful attitude, and general helpfulness in the barn and arena. A member can only receive this honor once per species. The award will be presented before the Livestock Auction.

**County Level Overall Arts Hall** - Select divisions will award an overall winner within that specific division. Winners will be announced before the Food Auction.

### AWARD OPPORTUNITIES AT THE COUNTY LEVEL

**Achievement Banner** - Given to 4-H'er at the completion of the first year. This is where you keep your yearly pins, and project pins to collect during your 4-H career.

**4-H Experience Award** - Given to 4-H'ers in the following categories: Bronze, Silver, Gold

**Inspire Award** - 4-H'ers (14 and older) are selected because of the difference they have made in their club, county, and community by demonstrating leadership qualities and participating in community service activities. Two 4-H'ers per club are selected by club leaders, each year and may only receive this award one time.

**Outstanding 4-H Member Award** - This award is given to 4-H'ers (13 and younger) who have dedicated their 4-H year through their dedication, leadership, and hard work at the club and county level. Two 4-H'ers per club are selected each year by club leaders and may only receive one time.

**4-H Foundation Scholarship** - 4-H'ers, high school senior, college freshman or sophomore can apply a scholarship provided by the Clark County 4-H Foundation. Date announced by Foundation.

**Livestock Records** — An award will be given for the best Livestock Record on the animals you have shown.

**Crops Records** — An award will be given for the best Crops Record on the crops you have shown.

**Cloverbud Completion** - This certificate is given to cloverbuds that are transitioning to a traditional club, awarded at achievement night.

**Club Officers** - This honor is given to those that have held an office within the club (President, Vice President, Treasurer and Secretary).

### AWARD OPPORTUNITIES AT THE STATE LEVEL

Award opportunities at the state level can be found at <https://4h.extension.illinois.edu/library>.

## Clark County 4-H Show Policies

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One of the highlights of the year for 4-H members is being able to exhibit their completed projects at the Clark County 4-H Fair and then hopefully have their exhibits selected to compete at the Illinois State Fair! Please consult the 4-H show book, released in the spring for an in-depth rules.

- 4-H members must be enrolled by April 1 and participate in three or more club meetings before July 1 of the current year to be eligible to take part in 4-H shows/exhibitions, 4-H Auction, receive 4-H premiums, or other 4-H awards or recognitions (College students must attend at least one meeting.) However, members are strongly encouraged to attend at least 2/3 of the meetings.
- 4-H'ers must be enrolled in the project areas they wish to show in by April 1st of the current year.
- All projects exhibited at the 4-H show must be made and shown by the exhibitor within the current 4-H year. Any project not made by the exhibitor or not made during the current 4-H year will be disqualified.
- A 4-H'er who will be unable to show their own project MUST complete the Excused Absence Form and return to the Extension Office one week prior to the show date. Excused absences will be given to those members who notify the office by the deadline and will be unable to attend the show due to illness, death, vacation, or inability of the member to be given time off from their job. Any 4-H'er not present for judging will be ineligible to be selected as a State Fair delegate unless they are attending another 4-H event.
- If a 4-H member needs reasonable accommodation to participate in the Clark County 4-H shows, please contact the University of Illinois Extension Office at 217-826-5422 two weeks prior to the exhibition.
- 4-H Fair Entries will be completed online at [faireentry.com](http://faireentry.com). Fairentry will open on May 15 and close on June 15. No exceptions will be made.
- All projects must be of A rating quality before being eligible for a champion or State Fair competition.
- Failure to read and comply with the 4-H show rules may result in the disqualification of the project.
- Extension staff and superintendents reserve the final and absolute right to interpret all 4-H show rules, policy, and regulations. A 4-H policy committee will be present during the 4-H show in the event that any immediate decision is necessary regarding a show rule or policy.
- Camping at the 4-H show events is not the responsibility of Clark County 4-H or the University of Illinois Extension.
- The University of Illinois Extension is not responsible for damage, loss, or injury to any project during the show or at release time.

## State Fair Policies

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1. All-State Fair exhibitors must be 8 years old by September 1 of the current 4-H year, including livestock exhibitors.
2. Each Illinois State Fair (ISF) Jr. livestock entry must have an Extension Staff signature. Exhibitors making entries to the ISF are responsible for mailing Extension Staff signed entries, fees, and necessary paperwork to the IL State Fair Entry Office, Springfield, IL. State Fair Livestock entries can be made by any 4-H'er enrolled in a livestock project. Entry forms are due to Springfield by June 1 for horse entries and July 1 for all other livestock entries.
3. A 4-H member may enter one general project exhibit class at the State Fair. General 4-H exhibitors also wishing to show in the Jr. Livestock classes should realize that judging conflicts may exist and the member will need to make a decision on their priorities.

[State Fair Website](#)

## Auction Guidelines

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### 4-H LIVESTOCK AUCTION GUIDELINES

Clark County 4-H Foundation organizes and operates the Livestock and Food Auctions at the Clark County 4-H Shows. The rules and regulations set forth below are determined by the members of the 4-H Foundation.

This year's livestock auction will be a premium auction. A premium auction is a live auction where an animal is auctioned off to interested buyers with the highest bidder winning the bid. The 4-H exhibitor will retain the ownership of the animal and receive the monetary support from the auction.

- 4-H members may sell only one species of market animal (lamb, pig, steer, rabbit, goat or poultry)
- The 4-H Livestock Auction will be held on the Wednesday of the 4-H Fair.
- Sell order is by random drawing at the Livestock superintendent's meeting prior to the 4-H Shows.
- 4-H members must identify the animal to be auctioned at the check-in prior to their 4-H Show.
- Animals must be shown in the 4-H show, in a market class, to be offered at the auction.
- Buyers will NOT receive the animal after bidding is complete. Buyers are contributing to the 4-H members' future projects. The 4-H member will retain ownership of the animal.
- A 4-H member may only present one animal species at the auction. 4-H'ers may choose to participate in the livestock auction or the food auction, but not both.
- Any 4-H'er selling an animal at the auction must be present at the auction (unless attending another 4-H event or absent due to military service). The animal is the sole responsibility of the 4-H exhibitor, before, during, and after the auction. The 4-H'er can leave with the animal once the auction is completed.
- A percentage of the profits can be retained from each seller to go to the Clark County 4-H Foundation. Completion Members will receive 100% of their selling price.

### 4-H FOOD AUCTION GUIDELINES

- The Clark County 4-H Foods Show will be held on Monday of the 4-H Show. The 4-H Foods Auction will be held the same evening at 6:30 pm. All food products will be sold at the Foods Auction unless specified in the Foods and Nutrition section of this handbook.
- All food should be brought during judging of the food show, Monday, and auctioned off that evening.
- 4-H'ers may choose to sell one food and nutrition project to receive at least 50% of the selling price. The Clark County 4-H Foundation will receive the remainder of the auction proceeds. 4-H'ers may choose to participate in the Foods Auction or the Livestock Auction, but not both events.
- Completion members (those who are aging out of 4-H) selling a food item will receive 100% of their selling price.
- The Clark County 4-H Foods Auction is sponsored by the Clark County 4-H Foundation.
- 4-H'ers must present their item at the auction in order to receive payment. If a member fails to present the item or if the 4-H'er exhibits more than one project, the Clark County 4-H Foundation receives 100% of the proceeds.
- Auction sale numbers will be randomly assigned prior to the auction.
- 4-H'ers are welcome to make their item attractive. All food should be exhibited on a disposable container, paper plate, or covered cardboard (exception – food preservation). The buyer of the food item will take ownership of the item being auctioned.

Questions or concerns about either the Livestock or Food Auction should be addressed to a 4-H Foundation member.

## Glossary

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**4-H Ambassador** - Teen leaders who promote 4-H programs and encourage others to get involved.

**4-H Club** - a group of young people led by volunteers who participate in 4-H learning experience, educational activities, and events

**4-H Show, Exhibition, Fair** - 4-H members demonstrate their mastery through project exhibits, shows or competitions; judges with expertise in the project area evaluate the projects' ribbons and other awards are presented.

**4-H Volunteer** - a screened adult or older youth who provides support and leadership to a 4-H club.

**Club Leader** - a volunteer who is the main contact for the 4-H club.

**Community Service** - a project planned by 4-H members to meet a community need.

**Completion Member** - A Completion member is a member who has been enrolled and completed 5 plus years and is in his/her last year of the 4-H program based on age.

**Educator** - an Extension staff member with subject matter expertise who oversees the unit 4-H program.

**Exhibit** - a completed project, trained animal, or presentation prepared for evaluation or display at the fair, contest or competition.

**Extension Unit** - one or more counties that work together to provide Extension Programming to local citizens and youth.

**Foundation** - raises funds to provide financial support for state and county 4-H programs.

**Illinois State Fair** - 4-H members are selected to exhibit their outstanding 4-H projects.

**Jr. Livestock Superintendent** - youth chosen by livestock superintendents to provide support to the superintendent within their barn.

**Livestock Superintendent** - a screened adult or older youth who provides support and leadership in a specific livestock animal.

**Member Portfolio/Records** - document to keep track of projects, meetings, community service each year.

**National 4-H Week** - every October 4-H youth and leaders are recognized, and new 4-H opportunities are promoted in local communities.

**Project Selection Guide** - a book that shares all the projects that you can explore in Illinois 4-H.

**Project Book Order Form** - a guide to order project books, should your project require one.

**Showbook/Fairbook** - document that provides specifics for an exhibit.

**SPIN (special interest) Club** - youth with a common interest or hobby join a SPIN club to explore the topic, for example, robotics, horse shooting sports.

**Talk/Demonstration** - a presentation for 4-H members to show and explain how to do something or informs them on a topic to an audience or info.

**QAEC (Quality Assurance and Ethics)** - a certification program 4-H members enrolled in dogs, cats, poultry, rabbits, horses and animal science/vet science exhibits for the first time. Only needs to be completed once in your 4-H career.

**Yearly Checklist** - a document that provides expectations and requirements.

**YQCA (Youth for the Quality Care of Animals)** - annual quality assurance certification that is a requirement for all youth 8-18 enrolled in dairy, beef cattle, swine, sheep, and goats. All registrations and payments are handled through the YQCA website, not the extension office.