



WILL CO 4-H RECORD BOOK

The Will County 4-H Member Record Books are comprised of three parts:

- Summary of Total Accomplishments
- Project Plan
- My 4-H Story

All elements should be completed, printed, and assembled into a binder before being turned into your leader or the Extension Office.

SUMMARY OF TOTAL ACCOMPLISHMENTS

In the Summary of Total Accomplishments, members will list all of the officer positions they have held, 4-H Committees they have served on, all activities they have participated in at all levels of 4-H, All 4-H Awards they have received, and any community involvement they have had.

Members will update this page year after year and when submitting their books, they will submit the previous years book as well. This will allow members to show and see their growth as a 4-H member throughout their 4-H career.

Additionally, the hope is that this section will help members as they apply for state 4-H awards, school, scholarships, and resume building. This portion of the record book will be used to determine personal growth awards.

Why so much detail?

By answering the questions, members will begin to build a "brag sheet" - a document that shows a youth's accomplishments. The idea behind this is that youth would be able to print/email both their summary of total accomplishments and questions to someone when needing a letter of recommendation. This would make it easier for someone who is writing the letter. It also ensures that the qualities and activities that a youth wants to be highlighted in their letter of recommendation are mentioned.

PROJECT PLAN

A project plan should be filled out for each project you enrolled in this 4-H year. Complete as many plans as needed. The Project Plan portion of the record book allows members to show their growth from year to year within a specific project area. The plan for this page is that it will be used to determine project specific awards. The idea behind this area was to keep it short, sweet, simple, and to the point.

MY 4-H STORY

The My 4-H Story gives youth a chance to write about what is important to them about the 4-H program or something they want to remember about the 4-H year. The State 4-H Office had made a push in past years to have each 4-H member develop their 4-H story so that members could share the 4-H program through their own words and experiences. There is no word count or page limit to this, it simply gives members the opportunity to capture anything they would like to remember about their 4-H experience.

RECORD BOOK TURN IN

- **Members:** Complete your record book items, print and compile it into a binder or folder and turn them into your leader by **September 5th**. *If you would like extra assurance, you may also email your complete record to chloe5@illinois.edu but you MUST still turn your record into your leader.*
- **Leaders:** After reviewing the record book, sign where indicated and turn all records into the office by **September 12nd**.

If you need reasonable accommodations to complete this record book (such as translated materials, etc), please contact chloe5@illinois.edu. Early requests are strongly encouraged to allow sufficient time for meeting your access needs.

Revised August 2025



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Record Book Cover

Complete this cover page and turn in along with your record book.
Please complete a new certification every year.

NAME

BIRTHDATE

CLUB

YEARS IN 4-H

Member Certification

I personally have prepared this application and certify that it accurately and truthfully represents my work.

Signature

Date

Parent/Guardian Certification

I personally have reviewed this application and certify that it accurately and truthfully reflects the member's work.

Signature

Date

Leader Certification

I personally have reviewed this application and certify that it accurately and truthfully reflects the member's work.

Signature

Date

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