

# **Woodford County 4-H**

# Recognition for Excellence



## Guidelines for Applying for Awards

Revised 2024

**University of Illinois**  
**U.S. Department of Agriculture**  
**Local Extension Councils Cooperating**  
University of Illinois Extension provides equal opportunities in programs and employment.

## **Record Book Award**

Record Book Awards will be given to members who turn in COMPLETED record books. Awards will be given by 4-H Age for members 8-18.

Record books must meet the following criteria.

- **Include Record Sheets for each area.**
- Include the My 4-H Activities Sheet
- Be arranged in a neat and organized manner.

## **Outstanding First-Year Member Awards**

### **Background**

- To encourage first-year 4-H members to complete project plans and project reports and keep track of 4-H involvement.
- **Criteria**
- Must be a first-year 4-H member.

### **Application Procedure**

- Information Cover Sheet
- Complete First Year Member Award Application **(on website)**
- **Do not** include additional pictures, newspaper clippings, project outlines, etc.
- Neatness, grammar, and spelling will be considered.

## **Bronze, Silver, Gold, Diamond, Emerald Experience Award**

Open to all 4-H youth ages 8-18. Must follow the State 4-H instructions and application (found on our website) and submit it to the Livingston County Extension Office by 4:30 p.m. on October 1, 2024.

## **I Dare You Award**

- **Background** - Mr. William H. Danforth, founder of the American Youth Foundation, was a successful businessman who lived 85 full years practicing his philosophy of Stand Tall, Think Tall, Smile Tall and Live Tall each day. He challenges young people to achieve their highest potential and to influence others through their lives of leadership and service. In his book, Mr. Danforth encourages the owner to pass the book along to ten friends after they have read it to encourage them also to reach their highest potential.
- **Criteria**
  - 4-H member should demonstrate evidence of outstanding leadership, scholarship, athletics and religious service
  - Must be a high school Junior or Senior
  - Members may receive this award only once in their 4-H career.
  - Up to 2 awards may be presented each year.
- **Application Procedure**
  - To apply for the I Dare You Award, submit the following to the Extension Office by October 1<sup>st</sup> at 4:30 p.m.
    - Information Cover Sheet
    - Nomination from a 4-H Leader (On website)

## **Officer Awards**

### **President**

The office of the President conducts the club meetings and uses parliamentary procedure for the business portion. The President works with the club officers and leaders to develop goals for the year as well as an agenda for each meeting.

#### **Criteria**

- Selection is based on demonstrated evidence of outstanding leadership and service to their club.
- Only one award will be presented each year.

#### **Application Procedure**

- Nomination letter (Reference letter) from a 4-H Leader
- Submitted to the Extension Office by October 1<sup>st</sup> at 4:30 p.m.

### **Vice President**

The office of Vice President plays an important role in the club. In addition to assisting the President and running the meetings in case of absence, the Vice President has important duties in providing leadership to committees and helping to set goals for the year.

#### **Criteria**

- Selection is based on demonstrated evidence of outstanding leadership and service to their club.
- Only one award will be presented each year.

#### **Application Procedure**

- Nomination letter (Reference letter) from a 4-H Leader
- Submitted to the Extension Office by October 1<sup>st</sup> at 4:30 p.m.

## **County Treasurer Award**

The office of the Treasurer carries the responsibility for the accurate handling and accounting of the funds of the 4-H club. The top club treasurer is recognized each year at the county level.

### **Criteria**

- Selection of the top treasurer for the year is based on the completeness and accuracy of the record, neatness, number of transactions, and having all required signatures. Don't forget to complete the 4-H Club Inventory in the Treasurer's Book. **Include items such as flags, gavel, etc.**
- Treasurer books must be audited and signed by a member of the club other than the Treasurer, a parent, and a leader.

### **Application Procedure**

- To apply for the Treasurer of the Year Award, submit the following to the Extension Office by October 1<sup>st</sup> at 4:30 p.m.
  - 4-H Treasurer's book
  - Neatness, grammar and spelling will be considered.

## **County Secretary Award**

The responsibility of the office of the Secretary requires accurate recording of the minutes of the club meeting and attendance. It may also include recording member participation and business correspondence. The top club secretary is recognized each year at the county level.

### **Criteria**

- Selection is based on the completeness of the book including member attendance, officers, committees, and minutes of all meetings.

### **Application Procedure**

- To apply for the Secretary of the Year Award, the following items need to be submitted to the Extension Office by October 1<sup>st</sup> at 4:30 p.m.
  - 4-H Secretary's Book
  - Neatness, grammar, and spelling will be considered.

## **County Reporter Award**

The duties of club reporter include writing interesting and accurate reports of the club meetings and special club activities and sending them to the local newspaper. This helps to keep the local community informed of 4-H activities. The top club reporter is recognized each year at the county level.

### **Criteria**

- Selection is based on the number and quality of news articles submitted to the local paper.
- Number and quality of the Meeting Reports that are returned to the Extension office in a timely manner

### **Application Procedure**

- To apply for the County Reporter Award, the following items need to be submitted to the Extension Office by October 1<sup>st</sup> at 4:30 p.m.
  - Submit a notebook or scrapbook containing activities and information on the club's 4-H activities for the year.
  - Neatness and completeness are considered.

## **County Historian Award**

The duties of club historian include collecting and recording club activities and achievements in a scrapbook. This helps to keep the club's history recorded for future members and to keep them informed of past 4-H activities. The top club historian is recognized each year at the county level.

### **Criteria**

- Selection is based on the number and quality of articles selected for inclusion in the book

### **Application Procedure**

- To apply for the County Historian Award, the following items need to be submitted to the Extension Office by October 1<sup>st</sup> at 4:30 p.m.
  - Submit a notebook or scrapbook containing activities and information on the club's 4-H activities for the year.
  - Neatness and completeness are considered.

## **Club of the Year / Club Community Service Awards**

For the 2023-2024 4-H Year, we are asking club leaders to fill out the State 4-H Club EXCEL application for the club of the year and/or club community service awards.

4-H Clubs that EXCEL in their work can compete for state honors in specific award areas.

### **Application Process**

Complete the Illinois 4-H Club Award Application in one (or more) of these 3 areas:

- Community Service
- Leadership
- Project Mastery

The application is linked on our website. Clubs may choose to submit on the county level, submit for the state award, or both.

### **Application deadlines:**

- COUNTY – September 15<sup>th</sup> – Please submit a paper copy to the office.
- STATE – October 1<sup>st</sup> (online submission)

## **Elaine Smillie Memorial Home Economics Scholarship**

Elaine Smillie served as Unit Leader for U of I Extension – Woodford County for 10 years and a Youth Advisor before that time. Elaine excelled in home economics projects as a 4-H member herself. A \$100 college scholarship has been established in her honor and will be awarded annually to a 4-H member enrolled in projects in the Food, Nutrition & Health Areas.

### **Criteria**

- Must be enrolled in projects included in the Food, Nutrition & Health Areas
- 4-H member must be accepted or currently enrolled in a college or university when application is made
- May only receive an award once.

### **Application Procedure**

To apply for the Elaine Smillie Memorial Home Economics Scholarship, the following items need to be submitted to the Extension office by October 1<sup>st</sup> at 4:30 p.m.

- Information Cover Sheet
- Completed Record Book including Project Plans and My 4-H Activities Sheet
- Neatness, grammar, and spelling will be considered

## **Al Lemman Memorial Leadership Award**

The Leadership Award is given for outstanding project work and leadership shown in club, county, multi-county, and state activities and is a \$100 check.

### **Criteria**

- 4-H member should exhibit outstanding leadership characteristics
- Preference is given to members completing one of the leadership projects

### **Application Procedure**

To apply for the Al Lemman Memorial Leadership Award, the following items must be submitted to the Extension office by October 1<sup>st</sup> at 4:30 p.m.

- Information Cover Sheet
- Completed Record Book including Project Plans and My 4-H Activities Sheet
- Neatness, grammar, and spelling will be considered.

## **Al Lemman Memorial Swine Award**

The family of Dr. Allen Lemman has established a memorial to honor the memory of Dr. Lemman who was a former outstanding Woodford County 4-H member. Dr. Lemman was well known for his expertise as a veterinarian and a swine expert. The Swine Record Award is given for excellence in swine record keeping and project involvement. The award winner receives a \$100 check award.

### **Criteria**

- Must be a swine project member.
- Previous recipients must show significant progress in the swine project area.

### **Application Procedure**

To apply for the Al Lemman Memorial Swine Award, the following items must be submitted to the Extension office by October 1<sup>st</sup> at 4:30 p.m.

- Information Cover Sheet
- Swine records from all years enrolled in the project.
- Completed Record Book including Project Plans and My 4-H Activities Sheet
- Neatness, grammar, and spelling will be considered.



## **Hartter Memorial Beef Scholarship**

The family of Harvey Hartter has established a memorial scholarship to recognize outstanding beef project members. A \$200 college scholarship will be awarded annually to a 4-H beef exhibitor.

### **Criteria**

- Must be a beef project member.
- 4-H member must be accepted or currently enrolled in college or university when application is made
- May only receive an award once.

### **Application Procedure**

To apply for the Hartter Memorial Beef Scholarship, the following items must be submitted to the Extension office by October 1<sup>st</sup> at 4:30 p.m.

- Information Cover Sheet
- Beef records from all years enrolled in the project.
- Completed Record Book including Project Plans and My 4-H Activities Sheet
- Neatness, grammar, and spelling will be considered

## **J.B. Hunter Scholarship**

Evergreen FS, formerly Woodford FS, and the University of Illinois Extension honor the memory of J.B. Hunter, former manager of Woodford County Seed and Service Company, with a memorial scholarship. Up to two recipients each year will receive a certificate entitling them to a \$100 scholarship when evidence of enrollment in an accredited college, junior college, or post-high school vocational school is given. If this requirement is not met, the scholarship will revert to the third or fourth-place nominee during the year in which it was awarded.

### **Criteria**

- Must be a high school senior.
- Must have received the Illinois 4-H Emerald Experience Award during 4-H career (includes current year)

### **Application Procedure**

To apply for the J.B. Hunter Scholarship Award, the following items must be submitted to the Extension office by October 1<sup>st</sup> at 4:30 p.m.

- Information Cover Sheet
- Completed Record Book including Project Plans and My 4-H Activities Sheet
- 4-H story that includes a goal statement of plans, how you plan to use what you gained in 4-H, how 4-H has influenced your goal decisions, and how 4-H has influenced your life
- Neatness, grammar, and spelling will be considered.