

4-H PROGRAM CODE OF CONDUCT

As a participant in the University of Illinois Extension 4-H Youth Development Program, you have the responsibility of representing yourself in a positive manner to the public. You are expected to conduct yourself in a manner that will bring honor to you and your family, as well as to 4-H. This Code of Conduct has been approved for use by University of Illinois Extension Administration.

ALL participants are responsible for their conduct to Extension personnel and/or volunteers supervising the event. This responsibility is necessary for the health, safety, and welfare of the participants, and will be rigidly adhered to and uniformly enforced. The participant should acknowledge his/her wrongdoing by providing an apology to the affected party(ies) and work to provide restitution, that is, restore to the previous state or position, to the rightful owner, something that has been taken away, lost, or surrendered. When restitution is not appropriate, community service is an option. When criminal acts are committed, the appropriate law enforcement officials will be involved.

The following conduct is not allowed and is subject to disciplinary action:

Category 1

- A. Possession, use, or distribution of alcohol, and other drugs, including tobacco products. *(Ex. Prescription drugs must be listed on the participant's Emergency Medical Form.)*
- B. Willful theft and destruction of public or private property. *(Ex. Participants will be responsible for paying for any damage to premises or personal property).*
- C. Involvement in sexual misconduct or harassment. *(Ex. Participants may not be in housing for members of the opposite sex. They are also expected to exhibit dignified and restrained actions in expressing affection toward others.)*
- D. Possession or use of dangerous weapons or materials, including fireworks.
- E. Fighting or other behaviors that endanger the safety of yourself or others.

In addition, 4-H representatives reserve the right to inspect items brought by participants, such as backpacks, purses, luggage, etc. when there is reason to believe that Category 1 violations have been committed. Such inspections will be conducted in a reasonable manner by two or more representatives and limited in scope to such areas or items necessary based upon the information leading to the inspection. Participants and their parent/guardian consent that the participant's personal items may be inspected by 4-H officials, as a condition of participating in the 4-H program and agree to cooperate with such inspections.

Category 2

- A. Willfully breaking curfew. *(Ex. Participants are to adhere to the published schedule for events and activities.)*
- B. Unauthorized use of vehicles. *(Ex. Participants who drive cannot use their vehicles once the event has started without written permission from 4-H Staff in charge of the event.)*
- C. Participation in gambling.
- D. Leaving the site of the activity or event without informing or receiving permission from the adult in charge. *(Ex. participants are to attend and participate in all planned activities.)*

- E. Intentionally interfering with or disrupting the activity or event.
- F. Use of profanity and/or abusive language.
- G. Disregard for public or personal property.
- H. Public displays of affection and other inappropriate actions.
- I. Failure to comply with the direction of Extension personnel, including designated adults acting within their duties and guidelines.

Consequences

University of Illinois Extension reserves the right to restrict participation in future activities for those individuals who have been removed from an activity for behavior, as outlined in Category 1 or 2. In all cases, the participant will be responsible for retribution of any damages incurred by his/her actions.

Category 1

When notified of any of the actions under Category 1, the adult in charge will ascertain the relevant facts, and, with concurrence from University of Illinois Extension staff, will notify the affected participant of the action and any supporting evidence. The participant will be allowed an opportunity to answer the allegations and, if necessary, law enforcement officials will be notified. While facts are being verified, the participant will be removed from the 4-H activity/event and be under direct supervision of more than one adult chaperone, when possible. The parent/guardian will also be notified of the actions of the participant. If the allegations are found to be true, the participant will be removed at the parent/guardian's expense.

Documentation must be completed on an "Incident Report Form".

Category 2

When notified of any of the actions listed under Category 2, the adult in charge will ascertain the relevant facts, and with concurrence from University of Illinois Extension staff, will notify the affected participant of the action and any supporting evidence. The participant will be allowed an opportunity to answer the allegations and, if necessary, law enforcement officials will be notified. While facts are being verified, the participant will be removed from the 4-H activity/event and be under direct supervision of more than one adult chaperone, when possible.

The parent/guardian of participants who violate curfew or use vehicles without authorization, as outlined in Category 2, a., and b., will be notified of the actions of the participant, and must immediately remove the participant from the activity, at the parent/guardian's expense. Participants who willfully disobey the code of conduct as described in Category 2, c. through i., will receive verbal warning for the **first commission** and the adult in charge will make a written notation of the warning (initialed by the adult and the participant). Upon receiving a **second warning**, the parent/guardian will be notified of the behavior and must make arrangements for removal of the participant from the activity, at the parent/guardian's expense.

Documentation must be completed on an "Incident Report Form".

Madison County 4-H Show Guidelines

DISCLAIMER

“The Department of Agriculture shall use its best efforts to secure sufficient appropriations to fund premiums. In any year for which the General Assembly of the State of Illinois fails to make an appropriation sufficient to pay such premiums, premium amounts may not be accurately reflected in the Premium Book.”

Exhibiting in the 4-H Exhibit is a privilege. It is the responsibility of the exhibitor to follow the general rules of this division and the exhibit requirements for the specific class entered. The University of Illinois Extension personnel or their assigned agents do not assume liability for loss, theft, or damage to any exhibit. To see the complete list of rules for the Illinois State Fair General Project Show, please visit the Illinois State Fair page on the Illinois 4-H Website: go.illinois.edu/4HGeneralProjectGuidelines


Premium Guide: Projects are valued on a point system based on ratings of Blue, Red, and White. Some more difficult and time-consuming projects are given higher values. The dollar amount is then calculated using an X Factor, which depends on the total premium dollars allowed by the State of Illinois.

- 4-H Shows are open to all enrolled 4-H club members for the current 4-H year who:
 - **Are age 8 but not yet age 19 by September 1st of the previous year.**
 - **Have enrolled by January 15, 2025.**
 - **Have attended at least four (4) club meetings during the project year prior to a show.**
 - **Presented a talk and/or demonstration at a club meeting during the project year.**
 - **Youth enrolled in a livestock market class must turn in a livestock record book by September 15. If not completed by September 15, the youth cannot participate in a livestock market class the following year.**
- All exhibitors must be currently enrolled in the project for which they are exhibiting.
- 4-H members are responsible for exhibiting ALL of their projects and are expected to be present while their project is evaluated. If a 4-H member must be absent for a 4-H show, they should consult the 4-H club leader or County Extension office. If a youth is unable to attend the County Show and speak in-person with a judge, they are required to fill out the Absentee Exhibitor Form on page 5 to aid in the explanation of their project.

The absentee form is also available on the Extension website:

https://extension.illinois.edu/sites/default/files/absent_from_judging_form_fillable.pdf

- **INNOVATION CLASSES** are open to all 4-H members in the project areas listed. Members choosing to exhibit in the Innovation class may be enrolled in any level of the project they are studying. Members choosing to exhibit in the Innovation class decide the best way to show off their project mastery and knowledge for the year in that project category. Some suggestions are provided for each category, but members may choose any method they want for demonstrating project learning as long as it does not fit in any other class in that category. Only selected projects categories have an Innovation option.

- **GROUP PROJECT OPPORTUNITIES HAVE EXPANDED.** They include Civic Engagement, Diversity and Cultural Awareness, Leadership, Passport to the World, Service Learning, and Video.
- **Project Manuals:** Some projects require a project manual, book, workbook, or guide. These are indicated with a book icon. 
- Youth must bring project(s) at designated judging times to ensure proper judge is present.
- Exhibits illustrating inappropriate subject matter and/or graphics are not acceptable. Extension Staff reserves the right to remove exhibits deemed inappropriate or dangerous for youth audiences. The content of any 4-H competitive presentation does not necessarily reflect the beliefs of the University of Illinois Extension program or the Illinois State Fair.
- Some exhibit areas may have size limitations. Read the descriptions carefully. Please choose a display size which is most appropriate for the exhibit you are bringing. Larger does not always mean better; use good judgement in creating your exhibit. Exhibitors will need to carry their project from the distant parking lots on the fairgrounds. **TABLES ARE PROVIDED. Do not bring your own.**
- NO EQUIPMENT WILL BE PROVIDED FOR ANY EXHIBITS. This includes Computers, DVD/CD players, etc. Exhibitors MUST furnish any equipment they feel is necessary to properly critique their exhibit. Video/Filmmaking exhibitors must follow the guidelines provided to show their project (i.e. YouTube, DVD, USB, laptop, etc.)
- All exhibits must remain in place until the time specified. All exhibits are open for public viewing.
- 4-H members enrolled in livestock projects are eligible to exhibit TWO entries per class.
- 4-H members are not allowed to wear business promotional clothing when showing projects. Members are encouraged to dress in neat and clean attire.
- All exhibits must be products of the current 4-H year, excluding livestock.
- The Danish system of awards will be used for all 4-H exhibits awarding **Blue, Red and White** ribbons, according to merit.
- **Inspire ribbon** is an award given to exhibitors who present unique, innovative, or inspirational exhibits. The award is not based on points, but rather on the judge's discretion.
- Members must also be eight years old as of September 1 of the previous year to be eligible to advance to State Fair in a general project.
- 4-H members **MUST** follow the project requirements as stated in this 4-H Showbook for general projects to be eligible for State Fair.

- 4-H members are required to be present during a County 4-H Project Show to be eligible for State Fair consideration. If you need reasonable accommodation to participate in this program, please contact the Extension office at 618-344-4230. Early requests are strongly encouraged to allow sufficient time to meet your access needs.

COPYRIGHT AND CLOVER USAGE:

- **Copyright Reminder:** It is illegal for youth to use an image or brand that someone else owns as part of their 4-H project exhibit without the permission of the copyright/trademark holder.
 - Copyrighted or trademarked designs are not acceptable; this includes team logos, school logos, and/or characters from television, movies such as Disney characters, Iron Man etc.
 - More details in the new "Copyright Guidelines Tipsheet":
go.illinois.edu/II4HCopyrightGuidelines.
- **Use of the 4-H Name and Emblem:** Chartered 4-H Clubs and enrolled 4-H members are authorized to use the 4-H Name and Emblem. This includes permission for an enrolled 4-H member to use the 4-H name and emblem in exhibits you create for personal use as part of 4-H sponsored events. This includes 4-H decorated cookies, a 4-H Clover printed out for use in a scrapbook, etc.
- **Please note:** Any use of the 4-H name and emblem on items intended as gifts or for sale require prior permission using this [UNIVERSITY AGREEMENT](#) . This should be signed by the County Director. Any uses of the 4-H name and emblem for sale or promotion online, and/or in statewide events should be signed by the Illinois 4-H Director (illinois4H@illinois.edu).
- Use of the green clover shaped image is not protected. The 4-H Emblem is distinguished by the four H's that signify Head, Heart, Hands, and Health. No creative rendering, changing in color or shape of the official 4-H emblem is allowed.

ILLINOIS STATE FAIR GUIDELINES

DISCLAIMER

“The Department of Agriculture shall use its best efforts to secure sufficient appropriations to fund premiums. In any year for which the General Assembly of the State of Illinois fails to make an appropriation sufficient to pay such premiums, premium amounts may not be accurately reflected in the Premium Book.”

- Exhibitors must be present at the County 4-H Show and be pre-selected for State Fair representation by their county 4-H Extension program as a State Fair Exhibitor (except for livestock).
- Exhibitors must be currently enrolled as a 4-H member and have been at least 8 years old as of September 1, 2024. Parents and leaders should make provisions for the adequate care and supervision of exhibitors.
- Exhibitors must follow the project requirements exactly as listed in this Showbook, unless other directions are provided.
- State Fair Designated Conference Judging Exhibit Day for Madison County is **Friday, AUGUST 8, 2025**. Due to the nature of the conference judging process, exhibitors must be present with the exhibit that they have made for judging on their assigned county exhibition day. Scheduling adjustments for religious reasons may be requested by contacting the Illinois State 4-H Office@ illinois4H@illinois.edu by August 1, 2025.
- Members may enter ONLY ONE exhibit class at the Illinois State Fair. This also applies to exhibitors who are enrolled in projects in two different counties. If they are identified as a state fair delegate in two counties, they will have to choose one individual and/or group project to exhibit.
- All exhibitors from a county will exhibit the same day. A 4-H member may also show in the junior livestock show, but they must be present at the required time for their general project judging. If possible, attempts will be made to accommodate livestock exhibitors within the judging time span, but no premium will be awarded if the exhibitor misses their judging time.
- The County Extension office will provide official exhibit tags for all exhibitors prior to the state fair. This entry tag should be completely filled out and securely attached to the exhibit. County exhibit tags and ribbons should be removed.

- Some exhibit areas may have size limitations. Read the descriptions carefully. Please choose a display size which is most appropriate for the exhibit you are bringing. Larger does not always mean better; use good judgment in creating your exhibit. Exhibitors will need to carry their project from the distant parking lots on the fairgrounds.

PREMIUM GUIDE

Projects are valued on a point system based on grades of Blue, Red & White. Some more difficult and time-consuming projects are given higher values. The dollar amount is then calculated using an X factor, which depends on the total premium dollars allowed by the State of Illinois.

4-H Public Speaking Show

March 10, 2025, at 6:00 pm

Location: Madison County Farm Bureau Auditorium 900
Hillsboro Ave Edwardsville IL 62025

COMMUNICATIONS: PUBLIC PRESENTATIONS

Enrollment in the Public Presentations project is required to participate in this section. No live animals are allowed in speeches. Counties may advance a total of 3 entries from any category to the state contest. A 4-H member may advance in one individual category and one team category. *Participating* Youth *must* be 8 years of *age* on or before *September 1, 2024*. *Participating* youth turning 14 years of age on or before *September 1, 2024 must* enroll as advanced.

Resources:

Youth Looking for resources to help prepare for this contest can reference the following:

- [Finding your Voice: Public Speaking made Easy](#) (Public Speaking)

Contest Division and Class

Formal Speech | Self-written | Notes Allowed | No props | Individual | 4-5 minutes (Beginner) | 5-6 minutes (Advanced)

Formal Speeches share the presenter's own unique view and are intended to motivate, persuade, or inform an audience and may include a call to action. Youth deliver a speech on any topic they wish.

*This category will be broken down into the following classes by age.

- Beginner: 8-13 years of age
- Advanced: 14 years of and up

Illustrated Speech | Self-written | Notes Allowed | Illustrations Required | Individual 4-5 minutes (Beginner) | 5-6 minutes (Advanced)

Illustrated Speeches may be used to inform, persuade, or motivate the audience while using a visual aid. Visual aids may be two dimensional, three-dimensional, or digital. Youth may include audience participation. Digital visual aids must be stored on a USB flash drive. Illustrated speeches may be:

- How-to demonstrations which show the audience how to do something.
- Object lessons which use objects as metaphors to share a message.
- Educational models where drawings or diagrams help explain a topic.
- Beginner: 8-13 years of age
- Advanced: 14 years of and up

Original Works | Self-written | Notes Allowed | Props and Costumes Allowed | Individual or 2-Person Team | Youth must provide printed manuscripts to judge | 4-6 minutes

Original works must be written entirely by the presenter. It may be presented as an individual or a two-person team entry. Manuscripts or transcripts must be submitted to the Judge on the day of

presentation. Presentations may be designed for TV, radio, or online media and must be presented live. The types of entries could include:

- Prose and Short Stories
- Poetry/ Spoken Word
- Broadcast Media Program
- Theatrical
- Combined Program: Combine any number of the above elements along with other creative presentation forms

Oral Interpretation | Published Work | Props and Costumes Allowed | Individual or 2-Person Team | Youth must provide printed manuscripts to judge | 4-6 minutes

Presentations in Oral Interpretation must be published works, and manuscripts or transcripts must be submitted to the Judge on the day of presentation. They may be presented as an individual or a two-person team entry. The types of entries could include:

- Prose and Short Stories
- Poetry
- Theatrical Interpretation
- Published Speech Recitation: Excerpt from a spoken presentation delivered by a public figure, such as Winston Churchill, Dr. Martin Luther King, Jr., or Maya Angelou
- Combined Program: Combine any number of the above elements along with other creative presentation forms