



# McLean County Project Records Overview



## Why Complete Project Records?

The goal of record books is fourfold: 1) it is meant to be an accurate record of a member's 4-H 'career' 2) lead youth on the path to achieving bigger and better state awards & scholarships, 3) help members gain experience for their future, AND 4) help assist older members in completing job, college, and award applications.

**Record books help us recognize 4-H members and their accomplishments while preparing them for their future.**

The Recognition of Excellence Ceremony is held every fall and this is where we recognize youth for their project records, 4-H member year milestones, scholarship winners, and more.

***Records are extremely useful for future college, scholarship, and career applications.***

## Important Information

Project records books can be found on the McLean County 4-H website, [go.illinois.edu/McLean4H](http://go.illinois.edu/McLean4H) , under the Records and Scholarships tab.

**Don't forget! It is recommended that 4-H Leaders review your Project Records before turning them in to the Extension office. Leaders should have their own date they want to receive them by.**

Additional resources for records, awards, and scholarship opportunities can also be found under the Records and Scholarships tab on the website.

***All Project Records books are due to the Extension Office by September 15th.***

## Helpful Tips

**On your cover sheet include 4-H participation at multiple levels, workshops, webinars, conferences, volunteering, and more.**

The more details the better! Include your project goals, time and effort, income and expenses, what you learned, challenges, and more on your project pages

**Pages 18-21 of the 4-H New Family Handbook explains more about Recordkeeping and Recognition.**





# Experience Awards Overview



## Background

The Experience Award is an award offered from the State and Local Extension Offices. The first three levels – Bronze, Silver, and Gold – are judged locally at the county level and are a great way to practice filling out this award application and tracking all of your experiences and achievements of the year in a more detailed way than the project records books.

The Diamond and Emerald awards are judged at the State level. These awards are first reviewed by local Extension Staff. The applications will be returned to youth if edits are needed and then Extension Staff turn in the final copy to the State to be reviewed. Winners of these levels are announced in the spring and they are then invited to a recognition event that same spring.

## Tips

The Experience Awards can be tricky to fill out and the State has created a tip sheet (link below) to help guide you through it.

### **Experience Award Tip Sheet:**

<https://4h.extension.illinois.edu/sites/4h.extension.illinois.edu/files/scholarships-and-award-applications/experience-award-tips.pdf>

It is also recommended for the award application to be filled out digitally and then turned in to Extension staff (Wren at [woodburn@illinois.edu](mailto:woodburn@illinois.edu) or office drop off). This is because some of the levels have drop down arrows that will need to be selected to change and also font can be smaller in the details box to appear clearer and easier to read. **For the State level awards (Emerald and Diamond) the details portion MUST be typed.** If youth have a problem with the drop down arrows these can be hand written but for clarity the details need to be typed. It is important to note that all text fits within the box. *There will be extended office hours available for youth to come in if they need assistance with understanding the application.*

### **Experience Award Application – Digital PDF:**

<https://4h.extension.illinois.edu/sites/4h.extension.illinois.edu/files/scholarships-and-award-applications/individual-experience-award-application-2021.pdf>

### **Both of the above links can be found at the State 4-H Website,**

<https://4h.extension.illinois.edu/members/awards>, and then under the Illinois 4-H Experience Award for Individuals tab.

