

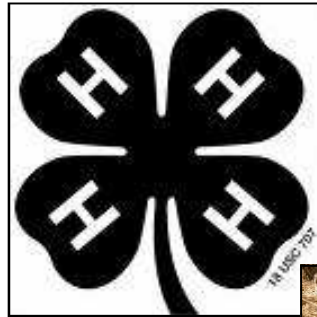
Colorado
State
University

Extension

4-H Parent Handbook

TRI-
RIVER
AREA 4-H

DELTA,
MESA,
MONTROSE
& DURAY
COUNTIES



**To get more information about the Tri River Area 4-H
Program , contact your local Extension Office:**

Delta County 4-H

525 Dodge Street

Delta CO 81416

970-874-2195

970-874-2192 (fax)

knittler@deltacounty.com

Mesa County 4-H

2775 Highway 50

Grand Junction CO 81503

970-244-1835

970-244-1700 (fax)

dolores.trevino@mesacounty.us

Montrose and Ouray County 4-H

1001 North 2nd Street

Montrose CO 81401

970-249-3935

970-249-7876 (fax)

bpercival@montrosecounty.net

Extension programs are available to all
without discrimination.

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Some information courtesy University  
of Illinois Extension.

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# Welcome!



The purpose of this booklet is to help you learn more about 4-H and how to help your child have a positive experience in 4-H. Use this booklet as a tool to familiarize yourself with the 4-H youth development program.

As your family goes through the 4-H year, you may find you have questions about specific activities or events, or expectations of your family. Please be sure to keep the lines of communication open with your 4-H club leader(s) and/or contact your local Colorado State University Extension Office.

Grab a cup of coffee and read on...

## Supportive Adults:

Today's 4-H member may not live in a traditional two parent family. The term *parent* is intended to refer to the adult supporting a child's participation in 4-H, school, or community activities. This could be a mother, father, aunt, uncle, grandparent, guardian, sibling, or another caring adult.

## Supportive Adults are Encouraged to:

- Take the time to learn about 4-H, what it stands for, and how it operates.
- Help the 4-H member select a project of interest to the child and his/her family. The member's ability and the resources needed to complete the project need to be considered.
- Show an interest and enthusiasm for the 4-H member's selected 4-H projects. Plan project work throughout the year, rather than waiting until the last minute.
- Help the 4-H member participate in county, regional and state events—such as public presentations, camps, fair, and project workshops.
- Keep the purpose of 4-H in mind. The project is a teaching tool and method to provide the member a learning experience. It is more important to involve the 4-H member in a learning experience to gain life skills than to prepare a perfect project display for fair.
- Celebrate the 4-H members' successes, and learn from their mistakes. Whatever the rating or score, help the 4-H member see the progress made, things learned, and goals reached.



# Role Description: 4-H Parent or Supportive Adult

|                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|-------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Purpose:                | To assist and support their child and other children in the 4-H club or group                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Success Criteria:       | Through the hands-on learning process, the children in the 4-H club or group will gain knowledge and skills to positively and successfully respond to life's varying situations.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Responsibilities:       | <p>To assist or encourage their child and other children in the club or group to:</p> <ul style="list-style-type: none"><li>• Set realistic project and achievement goals</li><li>• Accomplish those goals, where appropriate</li><li>• Participate in club, unit, regional, state, national, and international programs</li><li>• Use positive reinforcement of each child's part in the group</li><li>• Provide transportation to and from meetings and special activities</li><li>• Attend meetings and special events of the club or group. This is critical! Research shows that when parents are involved, children are more likely to succeed.</li></ul> <p>To discuss with the club organizational leader the areas in which you can assist the club. Depending on the time you have available, you may:</p> <ul style="list-style-type: none"><li>• Plan and facilitate special events for the club or group</li><li>• Learn about the developmental needs of the different ages of children in the club or group</li><li>• Make phone calls</li><li>• Lend use of home for club meetings</li><li>• Serve as a project leader or helper in one or more project areas</li><li>• Assist with meetings or special events (tours, fund raisers, fairs, etc)</li><li>• Serve as an adult advisor to one or more committees</li></ul> |
| Time Required:          | Approximately 1-5 hours per month (providing transportation, attending meetings, helping child with projects or activity work; varies according to task)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Target Dates:           | October—September                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Resources Available:    | County Newsletters<br>Livestock Project Guides<br>Various brochures covering many different areas of the 4-H program<br>State 4-H Information online at <a href="http://www.4h.colostate.edu/">http://www.4h.colostate.edu/</a><br>County 4-H Information online at <a href="http://www.coopext.colostate.edu/TRA4h/">http://www.coopext.colostate.edu/TRA4h/</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Training Opportunities: | Various county trainings<br>State 4-H Conference<br>Leadership Development Conference<br>Western Regional Leaders Forum                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| Report to:              | 4-H Club Organizational Leader or 4-H Club Project Leader, County 4-H Agent                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| For Questions, Contact: | 4-H Club Organizational Leader or County 4-H Agent and/or Support Staff                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |

# Facts About 4-H



## The 4-H 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.

## Our Mission:

To help youth learn  
 skills for living.

## Our Motto:

“To make the  
 best better.”

## Symbol:



**Fact:** The 4-H emblem is federally protected under Section 18 US Code 707 and belongs to the Congress of the United States. The official emblem is green with white H's— which are the 4-H colors.

The Name and Emblem is a highly valued mark within our country's history. It is in a category similar to the Presidential Seal and the Olympic Emblem. It has federal protection deemed higher than a trademark or copyright. The United States Secretary of Agriculture oversees usage of the 4-H Name and Emblem.

## Colors:

**WHITE:**  
 symbolizes purity

**GREEN:**  
 Stands for life, springtime,  
 youth

The official 4-H emblem is a clover with four leaves and an “H” on each leaf. The clover's stem must be pointed to the right. The 4-H emblem should appear in specific colors and in its entirety. No text or graphics may be superimposed over the top of one of the leaves nor may it appear as a watermark behind other information.

A 4-H member or leader is permitted to use the 4-H Name & Emblem once a program charter is issued to their recognized 4-H club or group. Commercial vendors, private organizations, or other entities need to contact their local Extension Office to determine steps necessary to use the 4-H Name & Emblem. Extensive penalties may be given for unauthorized use of the 4-H Name and Emblem. For more information, contact your local CSU Extension Office.

# More Facts About 4-H...

The pledge tells what 4-H is all about. 4-H has as its goal the four-fold development of youth: Head, Heart, Hands, and Health. Saying the pledge has a prominent place in 4-H activities, at regular 4-H meetings, achievement programs, other club events, and county, state, and national events.

The intent of the motto is to inspire young people to continue to learn and grow, to make their best efforts better through participating in educational experiences where they gain knowledge, values and skills.



## Local 4-H Club Information:

My child's 4-H Club Name: \_\_\_\_\_

Location of Meetings: \_\_\_\_\_

Meeting Time/Date: \_\_\_\_\_

Club Volunteer Leader(s):

Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

# Where to Get Further Information:

## Local CSU Extension Office:

County Name: \_\_\_\_\_

Address: \_\_\_\_\_ Office Hours: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_ FAX: \_\_\_\_\_

E-mail: \_\_\_\_\_

Web Address: \_\_\_\_\_

County Extension Agent: \_\_\_\_\_

4-H Secretary: \_\_\_\_\_

**State of Colorado 4-H Information** online at: <http://www.4h.colostate.edu/>

You can find specific project information, requirements, judging sheets and the Colorado State Fair Syllabus at this website. You will also find information on state 4-H events and opportunities.

**County 4-H Information** online at: <http://www.coopext.colostate.edu/TRA4h/>

You can find record books, county information, county newsletters, and information on local 4-H events, workshops, and opportunities.

Your Tri-River Area (TRA) 4-H Extension Offices provide 4-H families and volunteers with monthly newsletters, which contain information about upcoming events and activities and information which will be helpful to complete the 4-H year. The newsletter may be sent to you via regular mail, e-mail, handed out at club meetings, or posted on the local website (listed above). Check with your club leader for information regarding your county newsletter.

County Newsletter Name: \_\_\_\_\_ How Often Published: \_\_\_\_\_

Available:  Mail  E-mail  Club Meetings  County Website  Other \_\_\_\_\_

# You Can Expect Your Club Leaders To:

- Find answers to 4-H questions.
- Distribute 4-H materials in a timely fashion
- Be courteous, helpful, and respectful.
- Provide an organized structure for club meetings and activities.
- Help club officers plan creative, fun meetings.
- Assist members to learn leadership skills.
- Encourage all members to set realistic goals and work toward completing them.
- Be a positive role model.
- Create an awareness of resources and opportunities available to 4-H members.
- Reflect and celebrate successes, even small ones.



## What's Expected of Your Child in 4-H:

- Selection of at least one 4-H project from the Colorado State project list.
- Turn in enrollment forms and fees to Club Organizational Leader
- Set goals for member's project(s) and make a report on project to club leader.
- Attend the required number of meetings listed in the by-laws of the club the member is enrolled in.
- Be a positive role model.
- Share his/her project experiences by giving a presentation to the club.

## Cost of 4-H:

4-H has fees for all members, including Cloverbuds. Fees will be collected upon submission of enrollment forms.

All 4-H projects have some cost beyond the enrollment fee. For some projects, this cost may be supplies and materials the 4-H member and family already have. For other projects, your child may need to buy supplies not readily available. Please keep the cost in mind when selecting a project with your child. Your club leader(s) and/or the local Extension Office can help you select projects that interest your child and estimate cost of projects, but it is up to you to stay within your family's budget guidelines.



**The Projects My Child  
Signed Up For:**

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## 4-H Projects:

A 4-H project is the topic or interest area members explore through hands-on activities, sequential learning experiences, goal setting, and evaluation. Necessary life skills, as well as project skills, are emphasized in the project manuals. Project manuals are approved by the state and will be ordered by your local Extension Office after your child has enrolled.

More than 100 projects are available to Colorado 4-H members. A complete list of projects may be found at your local Extension Office. Your local Extension Office may also offer projects that are specific to your county, based upon interest of members and availability of project resources.

New 4-H members are encouraged to limit their project choices to two projects their first year. We feel this will be maximize their first year experience and help them to avoid becoming overwhelmed with project completion. Members select new projects each year or may re-enroll in the same projects for multiple years. This allows a member a span of time to try new things or to increase their skills in a project area they have already tried.

## Setting Project Goals:

A goal-centered learning system is used by the 4-H program to help 4-H members get them get the most from their 4-H projects. An adult (club volunteer leader, project leader, or supportive adult) should assist the member to match their interests to what they want to learn and help them set their own pace for learning. As a result, they are likely to learn more than if an adult just tells them what they should do.

Project goals are like having a road map. They help the members decide how to get from where they are to where they want to go. So, like using a road map, first decide how to get there or how to do something. Ask yourself this: “Does the member have control over what happens in this goal?” The member can control participating in events, and making or doing something. However, members cannot control awards and recognition. Goals can prepare the member to win those awards by learning more about the project, talking to people who can help, and trying something new. But, the member has no control to win them—so don’t include awards in project goals.

# 4-H Activities and Events:

4-H activities and events are planned to support the learning of 4-H members. They provide a hands-on opportunity for youth to learn new skills and evaluate their progress toward achieving established goals. Many activities allow 4-H members to showcase their knowledge and skills to the public and provide recognition to the 4-H member and to the 4-H program.

## County & Club Events:

The Tri-River Area Extension Offices offer events and opportunities throughout the year. The following is a list of these events:

- Judging Contests—may be livestock or horse
- 4-H Club Officer Trainings
- Project workshops
- Livestock Field Days
- Dog Obedience Training Workshop
- Cloverbud Camp
- Mesa Verde Trip—for members ages 8-13
- Meat Quality Assurance Workshops
- Leader Training Workshops
- Achievement Nights
- County Fair
- Invitational Shooting Competitions
- Creative Cooks and Cake Decorating Contests
- Fashion Revue
- National 4-H Week activities



Many other 4-H activities and events may be offered throughout the year. There are also opportunities offered through the Colorado State 4-H Program. To find out about other opportunities of interest to you, contact your club leader, your local Extension Office, the Colorado State 4-H website, and **READ YOUR NEWSLETTER!**

List three activities or events that you wish your child to participate in or learn more about::

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# County Fairs:

Your county fair is an exhibit opportunity for 4-H members. Members can showcase their 4-H projects at this event. Some projects require interview judging and the creation of a display and others require a member to show their animal on a specific day. Interview judging gives a judge the opportunity to discuss the project with the member and then determine the quality of the exhibit and the member's knowledge learned, based upon accepted standards for the project. Animals are judged on body conformation, grooming, rate of gain, etc. Members with livestock projects are generally not interview judged in that project area.

Where to find classes  
in my county  
Fairbook:

Date(s), Location(s) and Time(s) of my county's project judging days:

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# County Fairbook:

Each county in the Tri-River Area has a County Fairbook that lists the classes that members can show exhibits in. In addition, members and parents can find a list of project requirements in the Colorado State Fair syllabus which can be found on the Colorado State 4-H website. All county fairs in the state of Colorado follow the exhibit requirements set forward by the State 4-H Office. If you have questions regarding your project and what you should bring to your county fair, please contact your local Extension Office BEFORE you are in a panic! It is much easier on everyone that way.

# Get Involved! It Is Vital to a Successful Club:



- Make every effort to know and understand the 4-H program so your child will be successful.
- Attend club meetings and events. Provide transportation to and from the meeting when necessary.
- Get acquainted with your children's friends, interests, and share important experiences by participating in 4-H functions.
- Parents give their children a feeling of security and confidence by showing them how to obtain the equipment and materials they need for their projects as well as encouragement and support to complete 4-H work.
- Parents can step up and help the club leader when the leader asks for assistance. Parents often have skills or other resources needed in the club that the club leader does not have.
- Parents gain satisfaction when they step forward and make a meaningful contribution to a program their children participate in.
- Parental help is needed and wanted! Be sure to let your club leader know the ways in which you can help. Offer transportation, bake treats for meetings, help set up before meetings and help clean up after meetings, etc
- Volunteer to be a project leader. Many parents have skills that are needed by members to help them with their projects.
- Help plan the club program for the year. Give direction and make suggestions for activities your club can do throughout the year.
- Share special talents such as piano playing, song leading, leadership and crafts.
- Chaperon a trip!
- Help organize and get involved in club fund raisers.
- Help plan a tour for the club.
- Read your newsletter!

Club events I have signed up to help with:

Event: \_\_\_\_\_ Time: \_\_\_\_\_ Date: \_\_\_\_\_

Event: \_\_\_\_\_ Time: \_\_\_\_\_ Date: \_\_\_\_\_

Event: \_\_\_\_\_ Time: \_\_\_\_\_ Date: \_\_\_\_\_

Event: \_\_\_\_\_ Time: \_\_\_\_\_ Date: \_\_\_\_\_

## Colorado 4-H Code of Conduct:

The 4-H Code of Conduct helps to clarify minimum expectations of youth and adult participants at 4-H events. Program participants (members, parents, volunteers and staff) must abide by stated rules for 4-H activities and events including, but not limited to:

- conducting themselves in a courteous, respectful manner; using appropriate language, exhibiting good sportsmanship and providing positive role models;
- adhering to program rules, curfews, dress codes, policies and guidelines;
- abstaining from illegal and immoral behavior;
- fully participating in scheduled activities;
- respecting property and privacy rights of others;
- refraining from physical or emotional child abuse or neglect;
- applying rules of safety to individuals, groups and property; and
- accepting personal responsibility for behavior.

Consequences may include removal of individuals who violate the code of conduct during participation in an event at their expense without refund; restitution or repayment of damages; sanctions on participation in future 4-H events; forfeiture of financial support for the event; removal from offices held; etc. Age, office held in the 4-H organization, presence of an adult or any other perceived status is not grounds for behavior outside these established guidelines.

Counties, areas, or districts may implement more stringent guidelines. Specific events, activities or facilities may have additional guidelines or rules.



## The Cloverbud Program:

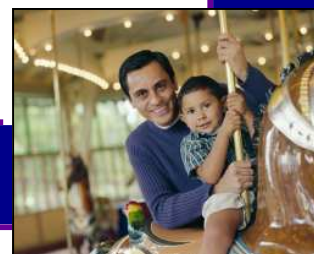
Tri-River Area (TRA) 4-H has a special program for 5, 6, and 7 year-old children called Cloverbuds. This non-competitive program is designed to help younger children develop self esteem, make new friends, and explore the world with other children in their age group. Cloverbuds learn with the help of adult leaders, teen leaders, and parents.

Cloverbuds can attend regular 4-H club meetings, learn to work and share with others, discover their talents and interests, and have fun!

In the Tri-River Area Cloverbud members and leaders are provided with fun learning activities that are mailed directly to them on a monthly basis. These theme based packets are called the Cloverbud Fun Paks. They are a great way for children and adults to be creative and learn at the same time.

In addition, there is a one day camp that is designed specifically for Cloverbuds. It is held at the Mesa County Extension office in the early summer and ALL the TRA Cloverbuds are encouraged to attend!

There is no fee to become a Cloverbud Leader! The 4-H Program relies on a wonderful group of volunteers to help our members become the leaders of tomorrow. For more information on the Cloverbud Program, or to become a Cloverbud leader, contact your local Extension Office!



My child's Cloverbud Leader's Name: \_\_\_\_\_

Location of Meetings: \_\_\_\_\_

Meeting Time/Date: \_\_\_\_\_

# What Are Record Books?

Record keeping is an important part of the 4-H experience. Record keeping is encouraged so that members and leaders may assess the progress of each member in their projects. These records are also used to determine awards and project completion.

Record books are like journals—they are a way to keep track of what you do and when you do it. Some things your child should keep track of and write in their record book:

- Attendance at 4-H meetings and functions
- Any demonstrations made
- Money spent on their project
- Any money made from their project

Here are a few record book mythbusters!

- Color is okay to use
- If typed, the font size must be at least 12 point, any smaller is hard to read
- Record books are acceptable handwritten, typed or done on the computer
- More does not always mean better. Photos should reflect growth, development, and involvement in 4-H. Use photos that show the member doing things, learning and teaching things, and especially having FUN in 4-H!

Parents should double check spelling, look for whether or not sentences are complete, proper grammar and punctuation, and proofread! These things are critical to a successful record book and will help your member enormously!

## What Is An Exhibit?

Typically, an exhibit is an object or display designed by the 4-H member for their project display at their local county fair. Ideally, it shows what a member has learned, it fulfills the requirements of the Colorado State Fair, and, above all, was fun for the 4-H member to create!



# Stuff to Know About TRA 4-H:

**4-H Extension Agent:** The person who is employed by Colorado State University that works for your local county to organize, maintain, and direct 4-H events, clubs, fund raisers and activities.

**Achievement Program:** An annual event held in each individual county in which 4-H youth, clubs, leaders, parents, and alumni are recognized for their achievements. Awards are distributed for levels of 4-H participation and accomplishment.

**County Fair:** Each year, 4-H members participate in a public display that showcases the results of their project accomplishments and performances. Knowledgeable judges evaluate the projects. Ribbons, trophies, and other awards are presented to the members based on the level of quality of their 4-H work.

**Enrollment Deadline:** Returning members must re-enroll by close of business on February 1<sup>st</sup> of the current year. Members re-enrolling after this deadline will be assessed a late fee. All members must be enrolled by close of business on May 1<sup>st</sup> of the current year in order to participate at the County Fair. (Late fees do not apply to Cloverbud, new member, and leader enrollments.)

**Enrollment Year:** Typically the 4-H enrollment year runs October (starting with National 4-H Week) through September of the following year.

**National 4-H Week:** The first full week of October is identified as National 4-H Week. Frequently this week is used as an opportunity to promote 4-H in local communities and recruit new members and leaders to 4-H clubs.

**Tri-River Area 4-H:** The four county area (Delta, Mesa, Montrose and Ouray) that are on the Western Slope of Colorado that work together in a cooperative effort.



# 4-H... MORE than you imagined!

