

# Welcome to Lucas County 4-H

This 4-H Family Handbook has been prepared as a resource for you and your family. It contains valuable information that can help your family members get the most out of the 4-H year. We hope you have an enjoyable year and take part in the many 4-H activities planned for your experience. If you have any questions or ideas for the future, please let us know.

## A note from the 4-H Educator

We are excited for you to join the Lucas County 4-H program. My name is Jess Soffee and I am your 4-H Educator for Lucas County. A little bit about me is I love the outdoors! Every chance I can get I spend outside. Often times with my family while hiking, fishing and hunting.

My favorite program is 4-H Summer Camp! I love taking youth to camp and exploring all the wonderful things Camp Palmer has to offer. I look forward to *Making the Best Better* with you and your family here in Lucas County!



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#### What is 4-H?

- 4-H is a youth development program for youth ages 5-18 years old. Members either participate as Cloverbuds
  or Project 4-H members depending on their age. See following 4-H Membership Eligibility for specifics.
- A voluntary, educational program designed to meet the needs and interests of all youth.
- The purpose of 4-H is to provide learning experiences and opportunities for youth that will help them grow and develop to the fullest of their potential through projects, programs, and activities.
- Although competition is a part of the 4-H program, the real benefit comes from learning, not from winning.
   Skills learned and friendships made in 4-H will long outlast any ribbons and trophies won.
- Although it is not mandatory, 4-H members may exhibit their 4-H projects at the Lucas County Fair Junior Fair. 4-H project completion happens at judging experiences before the fair and is required to exhibit.

### 4-H Membership Eligibility

- 4-H membership is based on a child's age AND grade as of January 1 of the current calendar year.
- Eligibility for Cloverbud participation begins when a child is age 5 AND enrolled in kindergarten. Cloverbud members must enroll in one of Lucas County's Cloverbud Clubs.
- Eligibility for participation in 4-H projects and competitive events begins when a child is age 8 AND in third grade. Any youth age 9 OR ABOVE is eligible for project membership, regardless of grade level.
- A youth's 4-H eligibility ends December 31 the year they turn 19.
- All youth must be enrolled in 4HOnline by April 1.

# **Enrollment & Completion Requirements**

- Members must select and complete <u>at least one</u> project from the list of approved Ohio 4-H projects in this handbook or the current Ohio Family Guide.
  - o New members are encouraged to select ONLY 1 project, but no more than 2
  - Returning members may enroll in up to 5 projects. Those who wish to take more than 5 projects, must seek permission from the 4-H Educator.
- All members must go to <a href="https://oh.4honline.com">https://oh.4honline.com</a> to complete the online enrollment. If parents/guardians do not have an email, contact the extension office for assistance.
  - All project changes due in writing by April 1. Youth can make changes to projects on 4-H Online until April 1st
- When repeating a 4-H project, the project book may be reused, but needs replaced if the book is new or revised. If repeating a project, you must have records and learning experiences for the current year. A binder with work in it is encouraged. A new project book for most still projects is necessary.
- Project guidelines and judging/exhibit requirements are listed in this book for all projects.
- 4-H Life Skills Projects may be judged in one of the following ways:
  - o County Judging event, date included in this handbook.
  - County Make-Up Judging by appointment (not eligible for awards).
  - 4-H Advisor may judge the project (not eligible for awards or fair exhibition). Advisor must report grades to the Extension staff by June 30<sup>th</sup>.
- Project grades are to be given as follows:
  - Grades A, B, and C will be given for all three judging options
  - County Judging Awards members who participate in county judging will be eligible for the following awards:
    - o State Award top award for the project, represents Lucas County at Ohio State Fair judging
    - County Award second place for the project, alternate delegate for Ohio State Fair
    - Outstanding Achievement given to members who go above and beyond the project requirements
- All 4-H members are responsible for bringing completed project to appropriate judging event and scheduling an appointment when required.
- Completion of a 4-H year requires:
  - o Complete the requirements of at least one of the projects enrolled in at the beginning of the 4-H year.
  - o Have at least one completed project evaluated during the county 4-H project judging or by a club advisor.
  - o Be in good standing in the club including attending the required number of meetings.
- Jr. Fair Book may contain additional rules. It is your responsibility to be familiar with Jr. Fair policy if you choose to exhibit at the fair. You must be in good standing with 4-H to participate in Jr. Fair.

#### 4-H Costs

- Club Fees Some clubs may charge per member or family fee based on their club's activities. Please ask your club advisor about their club fee structure.
- Project Books You can purchase a project book anytime at the OSU Extension Office or order your books through your club. Most books cost \$8.00, although some cost a little more. Project books are designed to be used for one year.
  - Some projects require an additional resource handbook (\$8.00 to \$25.00) and these are purchased once by the family and can be used for all the projects covered by that handbook.
- **Project Items** Every project has some cost beyond the book(s). For some projects, this may be supplies and materials that you already have at home. For other projects, your child will be required to invest in an animal & supplies for its care, specialized equipment and/or other items. *Please keep this in mind when selecting projects with your child.*

### 4-H Volunteers

Your club advisors are volunteers for Ohio State University. They do not get paid to run the 4-H program, but they volunteer their time because they believe in the 4-H mission and want to help Lucas County youth grow. Here are some of the things you can expect from your 4-H club advisors:

- Notice of 4-H club meetings and/or a printed schedule of club meetings for the year.
- Information provided at all meetings:
  - Review of the 4-H Calendar, any additional information received by the Extension Office.
  - Reminders of upcoming deadlines, requirements, etc.
  - What's coming up in the club and how my child and I can get involved?
- Help in selecting, ordering, and receiving Project Books for my child.
- Hands-on and mind-on learning experiences for my child...project work, demonstrations, practice skill-a-thons and/or project judging, field trips/tours, etc.
- Opportunity for my child to give back to the community through service projects...flower gardens at the fairgrounds, adopt a family, food drives, etc.
- Opportunity for my child to build leadership skills through serving as a club officer, on a committee, leading the American or 4-H pledges, participating in a business meeting, etc.
- Opportunity for my child to have FUN with friends (new and old) through recreational, social, educational and/or competitive activities.
- A welcoming place for my child and me to learn and grow through the 4-H program and work together to "Make the Best Better."

# **Club Member Expectations**

Just as you have expectations of your club advisors, your club will also have expectations for your participation and involvement. Each club has their own bylaws and general way of doing things, but here are some of the things that may be expected of your family:

- Attend club meetings, activities, and events. Notify the club advisor if your child cannot attend a meeting/activity.
- Help with the club and/or county fundraising events.
- Transport your child to all club meetings and activities.
- Attend special events planned by the 4-H club.
- Encourage and guide your child's project work at home. Do not do their work for them!
- Read the 4-H emails, project information pages, fair book, and other information with your child. Use the
  county 4-H website and/or app to print off materials and forms, find project and fair requirements and find
  answers to questions.
- Model a positive attitude, good sportsmanship, respect, and cooperation.
- Help the club...provide refreshments, sponsor an award, etc.
- Support the club by cooperating with club advisors and exhibiting a positive attitude towards your child's personal and club 4-H goals.

#### **Instructions for Online Enrollment**

### NEW FAMILIES - with no previous 4-H experience in the immediate Family

- ☐ If you live out of Lucas County, you must complete a Cross County Lines Request form. The form is available from your 4-H Advisor or at <a href="http://Lucas.osu.edu">http://Lucas.osu.edu</a>.
- ☐ Go to <a href="http://oh.4honline.com">http://oh.4honline.com</a>

0	Below the sign in section, select "Don't have an account?" You will create a Family account at this point.  Continue on and enter your address and emergency contact.  Enter the following.  Select your club.  Select your project(s). You will need to complete any permissions for Dog, Horse, or Shooting Sports projects.  Answer question section.  Submit enrollment.  Once enrolled, you can go back and edit any information.	
	RNING FAMLIES  DO NOT CREATE A NEW PROFILE – if anyone living at your address has been in 4-H before Login to <a href="http://oh.4honline.com">http://oh.4honline.com</a> with your family email. (If you are new to 4-H, select "Don't have an account?" and refer to the above NEW MEMBER section.)  o If you cannot remember your family email login, contact the OSU Extension office at 419-574-0976 Select "View" to update, personal information on the Profile tab. New Members, select "Add Member".  On the Enrollment tab, select "Not Enrolled – Enroll Now"  Select your club.	
	<ul> <li>Select your project(s). You will need to complete any permissions for Dog, Horse or Shooting Sports projects.</li> <li>Answer question section.</li> <li>Complete the consents section.</li> <li>Submit enrollment.</li> <li>Once enrolled, you can go back and edit any Family information using the Family tab on the left.</li> </ul>	
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	Project Guidelines & Exhibit Requirements	
standar require	andbook contains a listing of 4-H project descriptions, guidelines & exhibit requirements for Lucas County. In order to rdize judging as much as possible, all members who bring their project to judging and the fair should follow the exhibit ments listed in this handbook.  Pers who fail to do so may be penalized at the discretion of the respective judge.	
**D:	and Chill I avail Department	
	ect Skill Level Description ct skill level indicates the project's intended audience.  B = Beginning level - for members with little or no experience in a project area, or 8 to 10-year olds.  I = Intermediate level - for members with some experience in a project area, or 11 to 13-year olds.  A = Advanced level - for experienced members in a project area, or 14 or older.  X = All levels - for all skill and age levels. Exceptions to these age guidelines are noted.	
Life Skills Projects (non-livestock)		
Dactai	r quidalinae	

#### Poster guidelines

Many projects require a poster for the fair exhibit and judging. Listed below are guidelines for making a poster. ☐ Poster size may vary by project. Please check State ■ Make it as colorful and attractive as possible, so that Fair Guidelines for individual project requirements. fair goers will stop and look at it. ☐ Share one idea on the poster. ■ Be sure it tells about something you did or learned ■ Keep it simple. ■ Keep it neat but do your own work. Lettering should be large enough to be read from 4 to 8 feet.

### **How Project Grades Work**

Grades are awarded at the member's respective project judging days. Award and Grade ribbons that recognize the work, effort, and accomplishment of the individual will be given to 4-H advisors during booth set-up.

Grade A: 4-H member met all project requirements. They had basic knowledge of subject matter and a nice exhibit.

Grade B: 4-H member met only some project requirements. They needed more project knowledge and more extensive exhibit.

Grade C: 4-H member brought an incomplete project, and more work needs to be done to be considered for project completion and fair exhibition.

State Award: First place project. This award goes to the top member in each project, who will then represent Lucas County at the Ohio State Fair. Some projects have age divisions at State Fair competition and therefore will have multiple state winners to fill each division.

**County Award:** Second place project. This award goes to the member the judge selects as the alternate delegate for Ohio State Fair judging. If the state award winner of the project is unable to attend OSF judging, the county award winner is offered the opportunity to represent Lucas County.

Outstanding Achievement: 4-H member went above and beyond the project requirements. They demonstrated superior knowledge of that project and developed an extensive exhibit. This award can be given to as many members as the judge deems appropriate.

Project grades (A, B, C) will be given to all members regardless of judging method (county judging, late judging, or advisor judged). **Project Awards (State, County, Outstanding Achievement) will only be given to those who attend county judging.** 

### **Livestock Projects**

### **Interview Judging**

All livestock members are required to complete Livestock Interview Judging to exhibit at the Lucas County Fair. Interviews must be completed for each species. Members are required to bring their completed project book and records.

#### **Record Books**

All members must complete a record book for each livestock project. Members may purchase an official Ohio 4-H record book (required for State Fair participation). Record books must be complete to show at the Lucas County Fair

#### **Grades and Awards**

Outstanding Exhibitor award will be awarded per species. This award is a combination of skillathon score, record book and market placing.

### **Lucas County Junior Fair Participation**

Only youth who have participated in 4-H project judging or livestock interviews are eligible to participate in the Lucas County Fair. Participating in the Lucas County Fair is NOT a completion requirement of the 4-H project. The fair is an opportunity to share the accomplishments of each member/exhibitor with fair visitors. The Lucas County Agricultural Society, the Fair Book, the Code of Ethics, and the Code of Practices, govern the Junior Fair. All Junior Fair rules are printed in the Lucas County Fair Book, and on their website <a href="http://Lucascountyfair.com">http://Lucascountyfair.com</a>

### **Quality Assurance Training (QA)**

Quality Assurance Training (QA) is required by the Ohio Department of Agriculture (ODA) for all livestock producers. This includes youth livestock exhibitors. Lucas County Ag Society requires all youth members exhibiting livestock at the Lucas County Fair to complete QA by **May 15** to meet ODA's requirements. If you are exhibiting at the Ohio State Fair, please be aware, you must complete QA 45 days prior to exhibition.

# **EquiSTEP Training**

EquiSTEP training is required for all 4-H members enrolled in a horse project. The training must be completed every year. Ohio 4-H requires this training.

To complete EquiSTEP online, go to <a href="http://horse.osu.edu">http://horse.osu.edu</a> and click the EquiSTEP logo at the bottom of the screen. EquiSTEP training must be complete by May 15 in order to participate in 4-H horse activities and fair.

#### **Livestock Fair Entries**

- All 4-H projects to be shown at the fair must be entered by completing a Junior Fair Entry.
- Junior Fair entries are due May 15. Late entries are not eligible for Champion / Outstanding Exhibitor.
- All livestock premiums are paid out via check after the fair.
- Drug Use Notification Forms must be completed the Sunday of fair move-in (DUNF's are required for livestock including
  market steer, market hog, market lamb, veal calf, market dairy steer, market goat, market poultry, market rabbit,
  lactating dairy cattle, and lactating goats.) The link to the DUNF form posted in the livestock barn.

### **Livestock Key Dates by Species**

\*Dates are set by Lucas County Ag Society and are subject to change. See the 2024 Lucas County Fair Book for full rules.

### **Non-Livestock Project Entries**

- All life skills projects must be registered to exhibit at the fair by May 15. Fair form is available at <u>Lucas.osu.edu/fair</u>
- Youth projects will be exhibited in the Junior Fair Building.
- For premium rates visit <u>Lucascountyfair.com</u>

# **County Opportunities for 4-H Members**

4-H believes healthy competition is an excellent motivator. A member recognition system has been implemented that offers appropriate recognition for all members. For more information, please contact the Lucas County Office of Ohio State University Extension at 419-674-2297

- Lucas County Fair A variety of activities are available to members at the county fair. Participating in the Lucas County Fair is NOT a completion of the 4-H project. The fair is an opportunity to share the accomplishments of each member.
- 2. **4-H Camp** Lucas County 4-H Camp is July 27-30 at 4-H Camp Ohio. All members 3<sup>rd</sup> grade and up are eligible. The camp newsletter will come out in May with full details. Camp registration is online and will open in mid-June.
- 3. **Junior Fair Board** Members who are Freshman and up are selected to assist in planning and conducting Junior Fair activities. Applications are due in November each year.
- 4. **Camp Counselors** Members who are Sophomores and up and in good standing may apply to serve as a camp counselor. Applications are due in November.
- 5. **Ohio 4-H Achievement Record** Older members (14 years and older) are eligible to complete the Ohio 4-H Achievement Record to be selected to represent Lucas County at Leadership camp, Sea camp, Buckeye Leadership Workshop, and Citizenship Washington Focus, as well as state achievement awards. Due January 31, 2024.
- 6. **Ohio 4-H Conference** Teens may attend Ohio 4-H Conference on Saturday of 4-H Week in March. This one-day conference in Columbus brings together 4-H youth and volunteers from across the state to learn about new 4-H projects, programs, and leadership.
- 7. **Ohio 4-H Teen Hall of Fame & Teen of the Year** these state awards recognize the top 4-Hers in Ohio each year. Applications are due on December 1 of the current year.

# **Opportunities for Adult 4-H Volunteers**

**4-H Advisor Volunteer Opportunities** – Help with county activities, programs, and contests (livestock judging, project judging, project workshops, etc.). Statewide events and 4-H activities at the Ohio State Fair are always in need of additional volunteers.

**4-H Advisory Committee** – To support and advise 4-H professionals about the current and future needs of county youth, volunteers and families in order to promote and foster involvement in 4-H Youth Development Programs.

Ohio 4-H Hall of Fame Award – This award is to recognize individuals that have made significant lifetime contributions of service to the 4-H program. They should have also made an impact upon local clubs, communities, and the state 4-H program. Applications are due to the State 4-H Office by December 1 of the current year.

Ohio 4-H Conference and Recognition Luncheon – All 4-H volunteers are invited to attend this one-day workshop where they can choose from over 100 sessions designed to improve their skills. In addition, volunteers with multiples of five years of service to the 4-H program will be recognized at a special luncheon. At this luncheon, winners of the Meritorious Service, Innovator, Community Service, Recruitment and Leadership Development Awards and the Friend of 4-H Award will be recognized. This conference is held each year in March and award applications are due December 1 of the current year.

**Saddle Horse Advisory Committee** – A group of adults and youths whose purpose is to develop and guide the 4-H Saddle Horse program in Lucas County.

# **Special Reminders**

No individual may be a 4-H member in two or more counties at the same time. Youth are expected to participate in the 4-H program of their county of residence. However, in situations where youth live out of the county, membership considerations will be given by the 4-H Educators in the county of residence and county of participation when a positive educational experience will result. An Across County Line Application Form must be on file for members residing outside of Lucas County. Resubmit if changes. Due March 1.

- Any project made for completion or for a grade in any other activity such as FFA, FCCLA, school, or similar organization cannot be entered as a 4-H project at the county fair or used for any other 4-H judging.
- ② All online reenrollments must be completed and submitted by the member no later than April 1 regardless of when the date falls. New members must submit online enrollment by April 1st.
- ALL 4-H projects need to be the work of the individual 4-H member. Help from parents, advisors, and other interested adults is encouraged if it is of an educational nature. The final exhibit must be the work of the member.
- ② 4-H work may add to existing work such as a science fair project, but it cannot be a duplication.

# Winning 4-H Plan

4-H is proud to be an inclusive organization where ALL youth can find belonging. The Winning 4-H Plan allows parents, youth members, and 4-H staff to work together to find appropriate accommodations when needed. If your child needs any accommodation to have a successful 4-H experience, please contact the 4-H Educator by May 1 to begin the process.

# **4-H Glossary**

**Achievement Awards** – 4-H members, age 14-18 as of January 1, may apply for one of the more than twenty State Achievement Project Awards as well as the opportunity to serve on State Junior Fair Board and/or attend a variety of State and National Conferences

**Camp** – Members enjoy outdoor fun and adventure while learning and making new friends at 4-H Camp. Members age 8 and older may attend camp, which is held at 4-H Camp Ohio in Licking County. Teens who are sophomores-seniors can serve as a camp counselor.

**Camp Counselor** – Teen members who are sophomores, juniors, and seniors can serve as a camp counselor. Counselors work as a team to plan camp, facilitate all camp activities, and provide leadership throughout the 4-H year.

**Cloverbuds** – 4-H members age five and in Kindergarten through 2<sup>nd</sup> grade as of January 1 or until they reach the age and grade requirements for 4-H project membership. Cloverbuds may not enroll in competitive 4-H projects.

**Counselor in Training (CIT)** – Members who are in 8<sup>th</sup> and 9<sup>th</sup> grade can participate in the Counselor in Training education program to prepare to apply for the position of camp counselor. CITs have some added responsibility and leadership during camp.

**Demonstration Contest-** County contest for all 4-H members to give a demonstration or illustrated talk. The top 5 in each age category will advance to the Ohio State Fair competition.

**DUNF (Drug Use Notification Form)** –This form indicates your project animal has met all drug withdrawal periods at time of exhibition. ODA requires this form for exhibition of market steers, dairy feeders, market hogs, market lambs, market goats, turkeys, meat chickens, meat rabbits, lactating dairy goat or dairy cows.

**EquiSTEP** – This training is required for all Horse project members and their parents/guardians. This annual requirement ensures that all horse members are safe and following program expectations.

**Family Guide** – Resource that lists all the 4-H projects including a brief project description, age guidelines, skill level and State Fair eligibility. https://ohio4h.org/familyguide

**Horse Safety & Ethics Program** – 4-H horse project members and their parent/guardian must complete this program before being eligible to participate in the 4-H Horse Program. Member and his/her parent/guardian must annually sign the Permission to Participate in Ohio 4-H Activities Form and file with the Extension Office.

**Junior Fair Board** – the junior fair board is a group of teens that helps plan and implement the Lucas County Junior Fair. The board is made up of representatives from 4-H, FFA, FCCLA, Boy Scouts, Girl Scouts, and 4-H requires members to be a freshman to apply.

**Life Skills Project** – any project that is not a livestock or horse project. Ohio 4-H has over 150 special interest projects available in topics such as leadership, STEM, food & nutrition, clothing, and creative arts.

**Livestock Interview Judging** – evaluation of a livestock project member's knowledge and growth in their project through an interview with an adult judge, review of project records, and exhibit of poster.

**PAS Show** – Horse project members may choose to participate in Performance Against Standards (PAS) classes to qualify to participate in the State Fair Horse Show. A member may show in a maximum of four classes and must qualify in two classes to show at the State Fair.

**Project** – The members use a project to explore a topic or interest area through hands-on activities, sequential learning experiences, goal setting and evaluation. 4-Hers keep records and documentation of project experiences in a Project Book.

**Project Judging** - Evaluation of a project member's knowledge through interview with an adult judge, review of project book records and exhibit of project item and/or educational display.

**Project Requirements** – Outlines deadlines, project judging guidelines, resources, judging dates, county and beyond county opportunities and much more.

**Quality Assurance Training** – mandatory training for all members enrolled in market and milk projects. This training assures that all members know how to produce a product that is safe to enter the food chain.

**Self-determined Project** – youth may enroll in this project if there is no other project available for a specific topic of interest. Youth must create their own project, set learning objectives, and demonstrate specific learning.

**Skill-a-thon** – Evaluation of livestock member's project knowledge through participating in hands-on skill stations that allow the member to apply knowledge/skill to real world situations.

**State Fair Selection & Alternates** – Member(s) selected to represent the county at the Ohio State Fair for a given project or project area. Counties may select one member per special interest project or State Fair class to participate.

**Tag-In, Weigh-In, Livestock Registration** – Date required to tag-in, weigh-in and/or identify your project animal for Junior Fair participation.

**Volunteer Club Advisor** – Dedicated, enthusiastic, caring adults that have completed a selection, screening, and orientation process by OSU Extension. The current Ohio 4-H Volunteer Selection process includes a written application, reference checks, BCI background check, interview with Extension Educator and volunteer orientation.

Youth Food Animal Quality Assurance – Annual program (QA/PQA) required for members exhibiting market and lactating project animals by the Ohio Department of Agriculture. Members can meet this requirement by attending a quality assurance program focusing on the 10 Good Production Practices. Extension Educators in cooperation with local Agriculture Societies determine county QA delivery and completion requirements within the State's minimum standards.

**Winning 4-H Plan** – Resource utilized to help provide reasonable accommodations to 4-H members for any special needs, learning challenges, or disabilities. The Winning 4-H Plan request form is due with member enrollment. The 4-H Educator will review the request form and work with parent/guardian to set up proper accommodations. An agreement of accommodations is signed by parent/guardian, 4-H educator, and a Senior Fair representative.

# **Important Dates for Lucas County 4-H**

January

5th & 6th Ohio Fair Managers Association Convention

19th Financial Summaries due

23rd YAPP (1.50) Training

27th Horse Advisor Training (Registrations due 1/13 at midnight)

February

3rd YAPP (1.50) Training

15th Second round of book orders

March

2nd – 3rd Teen Counselor Training at Camp Palmer

9th 2024 4-H Volunteer Conference

16th QA

April

1st All member registration must be in to be fair exhibitor eligible

1st Camp registration opens for 4-H members

15th Camp registration opens for non-4-H members

May

15th Deadline for EquiSTEP and Quality Assurance for Lucas County

June

1st King & Queen nominations / Camping / Wrist Bands / Parade / Booth & Grand Marshall forms due 25th & 27th Barn Clean Up

July

6th Still project judging; Horse move into fair

7th Livestock and Horse move into fair

8th - 14th Lucas County Fair - A full schedule will be emailed closer to fair

20th Lucas County Home Grown event at MacQueen's Orchard

24th - Aug 4th Ohio State Fair

27th - 30th Summer Camp

August

Round tables and discussions within each club and group

September

17th - 19th Farm Science Review

October

2nd – 9th National 4-H Week

November

1st Happy 4-H New Year registration opens

December

1st OSU Extension award nominations due

Monthly Meetings: (Subject to change when meeting conflicts with a holiday)

Senior Fair Board 3rd Tuesday Saddle Horse Advisory Committee 2nd Monday

Junior Fair Board 4th Thursday

4-H Advisory Committee Quarterly on Wednesday's