



OKLAHOMA 4-H

Request for Official Approval for Establishment of a 4-H Youth Club

Chartering is the process by which a group is recognized as a 4-H club by the Oklahoma Cooperative Extension Service.

OFFICIAL APPROVAL FOR NEW 4-H UNIT

On the basis of the stated purpose(s), the

_____ (name or type of group) is authorized to use the 4-H name and emblem in connection with its program and activities and is considered an official 4-H unit of the Cooperative Extension Service.

Date _____

Extension Educator

Name of Club: _____

Type of Club: _____
(See reverse side for definitions.)

Meeting Location: _____

Purpose of Group: _____
(See reverse side for examples.)

!We understand the following:

- The use of the 4-H name and emblem is granted on the basis that membership in the 4-H group named above of the Oklahoma Cooperative Extension Service is open to all eligible persons regardless of race, color, national origin, gender, religion, age, or disability and is an Equal Opportunity Employer.
- The 4-H club/group is the local learning group in which 4-H members are involved. Club activities are critical to 4-H as they advocate both leadership and cooperation among club members. 4-H club activities encourage members:
 - to develop decision-making skills
 - to cooperate in group or team efforts
 - to practice and refine leadership abilities
 - to develop skills in group communication
 - to try new and different ideas
 - to gain new knowledge and skills
 - to take pride in group or team endeavors
 - to build self-confidence

The qualifications necessary to obtain a charter include:

1. a membership of at least five 4-H members from two or more families,
2. an approved/certified volunteer leader to supervise the organizational needs and programs of the club,
3. an appropriately structured group, utilizing a leadership team of officers,
4. the utilization of a team of volunteers supporting the workings of the club and the clubs involvement/activity above the local club levels,
5. a calendar of planned educational programs and activities for a minimum of six months, and
6. approval of the county Extension professionals.

To maintain a charter, a 4-H club is asked to:

1. Submit annual set of *Monthly 4-H Meeting Planning Guides* to the county Extension office. Keep OCES informed of changes and additions.
2. Actively recruit and meet regularly with volunteers and youth from a variety of racial, ethnic, religious, and socioeconomic groups in your community.
3. Complete an end of year report of club activities and submit to county Extension office.
4. Provide an annual financial accounting to county Extension educator(s) for any funds raised or collected in the name of 4-H including account numbers and balances.
5. Complete a regular enrollment process for 4-H members and volunteers.
6. Have a team of local parent(s)/volunteer(s) attend Parent-Volunteer Training opportunities.

Signature of Volunteer(s) or Other Person(s) in Charge of 4-H unit/club

Date

Types of 4-H Clubs

4-H Community Clubs

These clubs are continuous learning groups with a volunteer leader, a group of elected officers, and a membership of eager 4-H members. Members of these clubs generally enroll in various project areas supported by the Oklahoma 4-H Youth Development Program such as health and fitness, beef, woodworking, childcare, and many others. This club offers planned programs for its entire membership during at least nine months of the year. Project groups or subgroups of the community club may meet more frequently to complete project activities.

4-H Project Clubs

Project Clubs are learning groups composed of members dedicated to one primary project. Members may participate in various other county or community events; however, their primary 4-H emphasis is

Often these are continuing learning groups that also have a team of volunteer leaders, an elected group of officers, and subgroups that meet more frequently to do more in-depth project activities.

Special Interest Programs

Special Interest Programs are short-term programs directed at participants' specific interests and organized by Extension professionals to achieve objectives in the numerous subject areas. Participants may be members of other clubs or potential 4-H members with an interest in the subject area. Special Interest Programs are organized for the time required to achieve the program objectives, whether a few hours or several weeks. Youth receiving a minimum of 6 hours of instruction through the 4-H program and complete a 4-H enrollment card can be recognized as a 4-H club member.

School Enrichment Programs

School Enrichment Programs often serve as an introduction to 4-H for Oklahoma youth. These programs, provided by the Oklahoma Cooperative Extension Service 4-H Youth Development Program, are designed to supplement school curriculum and are promoted and provided to schools by Extension professionals and volunteers. To be recognized as a 4-H member, students should receive a minimum of 6 hours of instruction from 4-H programs.

Purpose

EXAMPLES OF HOW TO WRITE THE PURPOSE FOR A 4-H UNIT/CLUB:

- a) To carry out a 4-H Bicycle Care and Safety Program.
- b) To carry out a continuous 4-H club program serving the needs of youth in Newpark Community, providing them a variety of 4-H project and citizenship learning opportunities.
- c) To establish a continuing county 4-H support function, including securing private funds and other resources for countywide 4-H programs.