



## Pontotoc County Medal Form Information & Instructions for 4-H Members

To receive a medal, complete the medal form. A medal can only be earned once at each level. Junior (3<sup>rd</sup>-5<sup>th</sup> Grade) Intermediate (6<sup>th</sup>-8<sup>th</sup> Grade) and Senior (9<sup>th</sup>-12<sup>th</sup> Grade). For each year you continue work in a specific project, complete a medal form as a record of your work. This information becomes a record of what you accomplish each year and can be used to earn special awards. *A member may earn no more than two medals per year.*

### What is a Project?

At the time of enrollment, 4-H members enroll in projects/subjects they are interested in learning about. Using 4-H project manuals or other sources, a member is guided through the fundamentals of that particular project and taught goal setting and fundamental record keeping skills.

### What is Project Work?

Project work refers to the things done to learn about one particular 4-H project.

### In 4-H Project Work We Encourage:

Educating our members, setting and completing goals, developing life skills, developing quality citizens and tomorrow's leaders.

### What to Report?

Report only project work completed this year. A medal form includes only work done for the project being reported.

### Set Goals

At the beginning of the year list things you want to learn. As you complete a goal, check it off and write down how it was finished.

Goals that are written down are much more likely to be reached.

In setting goals, we sometimes do not achieve all that we hope to and other times we do more than we set out to do. This is OK!



### Steps to Earning A Medal

1. **What Have You Learned In This Project?** – List 3-5 specific things you have learned through your participation in your project.
2. **Project Manual/Educational Resources** - Use your project manual as a guide to complete your goals. If there is no manual use another source (books, videos, internet, human) for your project information. Record the resource(s) used on the medal form.
3. **Project Work** – List all project work that relates to your project. This could include public speaking, recipes tried, workshops attended, live actions, exhibits made, news articles written, etc.
4. **Civic Engagement/Citizenship** - Complete service activity(s) for an individual, group or community. Service projects can be done as an individual, a member of a club or as a participant in a county program.
5. **Leadership** - Leadership is the act of showing/teaching/leading one or more people. Leadership can be one-on-one, helping several individuals with a project, serving on a committee, being an officer, conducting a workshop, etc.
6. **Other Activities** – List your involvement in school, church, sports or other organizations you belong to.



### Steps to Apply for a Project Medal

7. Use a Medal Form. **One Medal Form must be completed for each project reported.** The form may be neatly hand-written or typed using the fillable pdf form.
8. Complete items 1-6 on the medal form.
9. Make sure the form contains all of the appropriate signatures.
10. Turn in your completed Medal Form to your Local Organizational Leader by a specified date. *Forms will not be accepted at the Extension Office.* You must make your own arrangements to get the forms to your Local Organizational Leader.

All members who complete a medal form will be invited to the 4-H Awards Celebration held in October.

Please return medal form to your Organizational Leader by the specified date selected by your leader.



## Pontotoc County 4-H Medal Form



Name \_\_\_\_\_ Club \_\_\_\_\_ Year \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip Code \_\_\_\_\_ Phone \_\_\_\_\_

Birth Date    /    /    Years in 4-H    Is this your first medal form to be completed?

4-H Project Being Reported: \_\_\_\_\_ Years In This Project \_\_\_\_\_

To receive a medal in this project you must have completed the specified number of requirements for your level of project work. Refer to instruction sheet for requirements and additional information. This form may be hand written or typed. If a home computer is used be sure to keep all headings. The medal form should not be longer than 2 pages in length.

### 1. What Have You Learned In This Project?

### 2. Project Manual/Educational Resource(s) Used

List resource(s) used to help you learn about the project.

### 3. Project Work

List projects completed that were specified for your year of project work. This includes everything that you did specific to this project. (ie. public speaking, recipes tried, workshops attended, live actions, exhibits made, news articles written, etc.)

Please return medal form to your Organizational Leader by the specified date selected by your leader.

#### 4. Citizenship

Project Related Citizenship:

Club Citizenship Project:

County Citizenship Project:

#### 5. Leadership

Project Related Leadership:

Other Leadership:

#### 6. Other Activities

**Optional** - List School, Church, Sports or other activities participated in this year.

**4-H Member**

Signature

Date

**Organizational Club Leader** - I have reviewed this form and find this member has completed all of the items listed.

Leader

Date