

4-H Youth Venture Lead Venturer Forms

Dream It. Do It.



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Lead Venturer Contact Form and Agreement

As a 4-H Youth Venture team, you will receive business cards with the 4-H Youth Venture logo for members of the core team of each Venture.

Name:

Role in the Venture (e.g. President, Designer, etc.):

Name of Venture Team:

Mailing Address:	Street Address (if different from mailing address):
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City:	State:	Zip Code:
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Home Phone:	Cell Phone:
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Email:	AIM Screen Name:
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Date of Birth and Age:	I am currently in (circle one): Middle School High School College Other
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Name of Your School:	Expected Graduation Date:
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Would you like your contact information shared with other 4-H Youth Venturers?
Circle one: **YES** **NO**

How did you hear about 4-H Youth Venture?

Core team members of approved teams receive a YV t-shirt.
Shirt size (circle one): **small** **medium** **large** **XL**

By my signature below, I acknowledge that I have reviewed and considered the Conditions of Association in its three-page entirety (at the end of the packet), and that I accept the standards of behavior prescribed and the terms of agreement governing participation as a 4-H Youth Venturer.

Your Signature:

Parent/Guardian's Signature (**required if you're under 18**):

Parent/Guardian's Name:

Media Parental Permission Form

Tip: Everyone, regardless of age, needs to sign this form if they would like to give 4-H Youth Venture permission to use their image and story; however, only individuals under the age of 18 need to have their parents/guardian's signature as well.

I _____, (if under 18) parent/guardian of _____, agree and authorize the use by 4-H Youth Venture and its partner organizations of pictures and information about my son/daughter and/or their Venture in any and all promotional materials including websites, print, (newspapers, magazines, catalogs, brochures) and all digital and electronic (TV/radio) media.

4-H Youth Venture's partners may include, but are not limited to, schools, community based organizations, youth organizations, corporate and nonprofit sponsors, public relations firms and advertising agencies.

Parent/Guardian Signature _____ **Date** _____

Lead Venturer's References

Please provide the name and contact information of two adult references that will attest to your integrity as lead venturer of the team. If you are forming a Venture through school or another organization, you only need to list one reference: your teacher or

group leader. References cannot include relatives or adult partners. References **MAY OR MAY NOT** be contacted by phone or email.

Tip: Contact reference BEFORE you list them as a reference.

Name of Lead Venturer:

Reference's Name:		
Mailing Address:		
Town:	State:	Zip Code:
Daytime Telephone:	Evening Telephone:	
Relationship to Team:	Email:	
How long have you known this individual?		

Reference's Name:		
Mailing Address:		
Town:	State:	Zip Code:
Daytime Telephone:	Evening Telephone:	
Relationship to Team:	Email:	
How long have you known this individual?		

Team Information

Lead Venturer Information: The lead Venturer coordinates communication for the whole team and is responsible for staying in touch with 4-H Youth Venture.

Tip: Teams must complete and submit three, nine, twelve, and eighteen month self-evaluations and budget reports after receiving funding from 4-H Youth Venture. The lead Venturer will be responsible for making sure all of these evaluations are sent to 4-H Youth Venture.

Lead Venturer and Role:		Completed Team Member Contact Form & Agreement <input type="checkbox"/>
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Team Member List: Please list the names and signatures of all core team members; also include the role of each team member (i.e., President, Vice President, Treasurer, Fundraising Coordinator). Check to make sure that each team member has completed the Team Member Contact Form and Agreement and signed the Media Parental Permission Form.

Team Member Name (please print)	Signature of Commitment	Role in Venture Team (President, Secretary, etc.)	Completed Team Member Contact Form & Agreement & Media Release
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>

Team Information

Delivery of Grant Check: If your team is awarded a start-up grant from 4-H Youth Venture, we will need to know to whom and where to send your check. You will receive your Venture payment in **2 installments**. Normally, we make grant checks payable to the lead Venturer, but your team can choose who receives the check: a team

member, an Ally, a parent, your school, 4-H club, or someone else who is trustworthy. Please provide the information below.

Make check payable to:		
Mailing Address:		
City:	State:	Zip Code:
Daytime Telephone:	Evening Telephone:	
Relationship to Team:	Email:	

Please note: There may be tax consequences associated with the grant funding received from 4-H Youth Venture. There may be an obligation to report the grant as income and to pay taxes to Federal, State, and/or Local government. It is up to the Venture Team, Ally, and recipient of the grant check to determine the tax consequences associated with the funds.

Press Releases: 4-H Youth Venture *may* send a press release to local newspapers to announce the launch of new Ventures. In the space below, please indicate which local newspapers, radio stations, or other media you would like to hear about your Venture.

Name of Local Newspaper, Magazine, Radio Station, etc.
1.
2.
3.

Conditions of Association

Nothing is more critical in becoming a 4-H Youth Venturer than being honest, ethical, trustworthy and responsible. These Conditions of Association define core standards everyone in 4-H Youth Venture can expect from their colleagues. By joining the 4-H Youth Venture community, you accept these standards as your own and become an Ambassador to the 4-H Youth Venture vision, displaying pride and respect for those around you. You make clear that you understand the

responsibilities associated with becoming a 4-H Youth Venturer, and you agree not to pursue activities that could potentially harm other individuals or teams or discredit 4-H Youth Venture or its respected organizations.

By signing this document, you, your Venture team, and all members of the team agree to abide by the following standards of behavior. 4-H Youth Venture reserves the right to withhold or withdraw membership and support from any Venturer or team that violates any of the following principles:

1. **No Violence.** 4-H Youth Venturers will not advocate for, participate in, or endorse any types of violence, including bullying.
2. **Diversity.** 4-H Youth Venturers will not tolerate discrimination of any kind, including, but not limited to, discrimination on the basis of race, age, class, religion, ethnicity, nationality, gender, or sexual orientation.
3. **No Illegal Activity.** 4-H Youth Venturers will not engage in or advocate for any type of illegal activity (review Child Labor Laws).
4. **Religious Respect.** 4-H Youth Venturers respect religious freedom. We welcome partnerships with people of faith and faith-based organizations. 4-H Youth Venturers and their teams, consistent with these values, can be moved by faith but may not coerce others or use their Venture to preach or to try to recruit or convert others.
5. **No Political Partisanship.** 4-H Youth Venturers are active citizens. It is entirely appropriate for teams to undertake issue advocacy and education, including support for referenda. However, it is important that no Venture be used for partisan political ends. Venture teams may not endorse, advocate for, or promote political parties or candidates for public office – directly or indirectly.

4-H Youth Venture supports the right of every young person to dream his or her own dream -- and to organize and make it happen. We welcome every young person who has the courage and energy to do so as representatives of 4-H Youth Venture, conditional on accepting and respecting these five values and standards of conduct. 4-H Youth Venture's support of a team does not necessarily indicate endorsement of its perspective or proposals, but rather support of the right of young people to be change agents in their communities.

4-H Youth Venture Terms and Legal Agreement

Please review the 4-H Youth Venture terms listed below and sign to indicate that each member of your team has read and agreed to the following:

- 1) Your Venture team will spend the start-up money provided by 4-H Youth Venture within the first 12 months of operation and only for the purposes outlined in your 4-H Youth Venture Action Plan. The money is allotted in two payments. The first

installment is dispersed with the 4-H Youth Venture congratulatory acceptance letter. The 2nd installment and final seed funding from the initial grant is dispersed after the 3 month evaluation is completed and turned into 4-H Youth Venture. **Your team must keep all receipts of all expenditures and provide copies of them in your reports to 4-H Youth Venture.** The 12-month period begins when you receive the 4-H Youth Venture welcome letter.

- 2) At the end of every month, you and your team will provide a monthly update to 4-H Youth Venture. You can email, mail, or fax the monthly update to 4-H Youth Venture.

At the end of the first 3 months, 9 months, 12 months, and 18 months, you and your team will provide a report directly to 4-H Youth Venture. 4-H Youth Venture will send your team a reminder to fill out the form; the form can be found on the CD and will ask the following:

- a. An overview of the Venture which describes the activities completed to date
 - b. Your evaluation of the progress of the Venture, including goals achieved, youth participation, and future plans
 - c. Details of how all start-up money received has been used
- 3) Any funds provided by 4-H Youth Venture that are not spent by the end of the 12-month grant period shall be returned to 4-H Youth Venture.
 - 4) You and your team will work with at least one Ally/Partner to develop your Venture; two Partners are strongly recommended if the team has more than 5 youth members.
 - 5) You and your team will acknowledge the full range of 4-H Youth Venture and UNH 4-H Youth Development's support in interviews, conferences, and recognition opportunities related to your Venture.
 - 6) You and your team agree and understand that your failure to carry out any of the terms described in this agreement may result in termination of support for your Venture.
 - 7) You and your team take full responsibility for all actions related to your Venture and understand that 4-H Youth Venture is not responsible for your Venture or any of its activities.
 - 8) Your organization will provide contact information for all team members, both current and in the future.

Terms of Agreement

Each Venture team member must sign the Team Member Contact Form and Agreement to indicate that (s)he has read and agreed to the terms described on the preceding pages and the YV, UNH Cooperative Extension 4-H Youth Development legal agreement below. Venture team members under the age of 18 must also have a parent or legal guardian sign this form. All team members must sign this agreement.

THIS IS AN IMPORTANT LEGAL NOTICE: PLEASE READ THE FOLLOWING CAREFULLY. IF YOU DO NOT UNDERSTAND IT, HAVE SOMEONE READ IT AND EXPLAIN IT TO YOU. YOU ACKNOWLEDGE AND AGREE TO THE FOLLOWING:

1. YOUTH VENTURE, INC. ("YV") AND UNH COOPERATIVE EXTENSION 4-H YOUTH DEVELOPMENT PROVIDES ASSISTANCE, RESOURCES, AND GRANTS FOR START-UP EXPENSES TO PARTICIPANTS IN VENTURES.

2. YV AND UNH COOPERATIVE EXTENSION 4-H YOUTH DEVELOPMENT IS NOT, FOR LEGAL OR OTHER PURPOSES, A PARTNER, JOINT VENTURER, PRINCIPAL, AGENT, MANAGER, DIRECTOR, SHAREHOLDER, OR MEMBER OF ANY VENTURE OR ANY PARTICIPANT IN ANY VENTURE. NEITHER YV, NOR UNH COOPERATIVE EXTENSION 4-H YOUTH DEVELOPMENT, NOR ANY OFFICER, DIRECTOR, OR EMPLOYEE OF YV, HAS ANY RIGHT, POWER, OR AUTHORITY TO MAKE DECISIONS FOR OR TO BIND LEGALLY ANY VENTURE OR PARTICIPANT, OR TO CONTROL ANY OF THE ACTIVITIES, BUSINESS, OR AFFAIRS OF ANY VENTURE OR PARTICIPANT IN ANY VENTURE. PARTICIPANTS IN VENTURES ARE SOLELY AND EXCLUSIVELY RESPONSIBLE FOR MANAGEMENT AND CONTROL OF THE VENTURE, FOR THE ACTIVITIES AND BUSINESS OF THE VENTURE, AND FOR ALL OF THEIR CONDUCT, ACTS, OR OMISSIONS.

3. PARTICIPANTS IN VENTURES ARE SOLELY RESPONSIBLE FOR CONSULTING WITH QUALIFIED PROFESSIONALS AND INVESTIGATING, UNDERSTANDING, AND COMPLYING WITH ANY AND ALL FEDERAL, STATE, AND LOCAL LAWS, CODES, REGULATIONS, AND ORDINANCES WHICH MAY APPLY TO THEIR VENTURES AND THE ACTIVITIES AND/OR BUSINESS IN WHICH SUCH VENTURES MAY ENGAGE.

4. THERE MAY BE TAX CONSEQUENCES ASSOCIATED WITH THE FUNDS A VENTURE OR PARTICIPANTS IN A VENTURE RECEIVE FROM YV AND UNH COOPERATIVE EXTENSION 4-H YOUTH DEVELOPMENT, AND WITH ANY INCOME RECEIVED BY A VENTURE, WHICH MAY INCLUDE, AMONG OTHERS, AN OBLIGATION TO REPORT AS INCOME AND TO PAY TAXES ON SUCH FUNDS/INCOME TO FEDERAL, STATE, AND OR LOCAL AUTHORITIES. IT IS UP TO THE VENTURE'S PARTICIPANTS TO DETERMINE THE TAX CONSEQUENCES OF SUCH FUNDS/INCOME, AND TO COMPLY WITH ALL APPLICABLE LAWS IN ALL RESPECTS.

5. YV AND UNH COOPERATIVE EXTENSION 4-H YOUTH DEVELOPMENT CANNOT PROVIDE LEGAL OR TAX ADVICE. PLEASE CONFER WITH QUALIFIED PROFESSIONALS TO HELP YOU DETERMINE AND COMPLY WITH YOUR LEGAL AND TAX OBLIGATIONS.