



2013/2014 4-H Annual Group Activity Report

September 1, 2013 to August 31, 2014

Hello 4-H Organizational Leader! We really appreciate the time you put into making 4-H happen for the members of your club, program or group. All 4-H groups (clubs, after-school program, and special interest groups) complete this report annually and submit to their UNH Cooperative Extension County Office. We understand this report is lengthy; please know that the information is vital to us as we try to track trends, report impacts and accomplishments, and improve program quality. *Thank you very much for your assistance.*

NOTE: Save time by completing the report online instead of this paper version. Go to:
<http://extension.unh.edu/4-H-Volunteer-Resources>.

Part I - Group Identification

1. **4- H Group Name:** _____ **County:** _____ **Date:** _____
2. **What is the name of the Organizational Leader for this group?** _____
3. **Type of 4-H Group:** Please check (v) the one that best describes your group
 4-H Club
 4-H Afterschool Club
 Afterschool Program using 4-H Curricula or Staff training
 Other (please describe): _____
4. **Total number of members in this 4-H Group:** _____ # under 8 years old _____ # 8 yrs and older _____

Part II – Group Activities

1. **Meetings:**
 # of group meetings during program year
 Usual length of group meeting (in hours)
 Additional hours spent as a group doing 4-H activities (includes county & state 4-H events, community service projects, fundraisers etc.)
2. **Recruiting & Public Promotion:** 4-H is a public program that welcomes all youth. For this reason, all of our groups need to annually be publicized so that a wide range of youth will know the program is available to them. Your response provides documentation that 4-H intentionally tries to include all young people. Please check (v) all that apply:
 Public Announcement (newspaper, radio, cable access TV, community web site, etc.)
 School Announcement (posters, flyers sent home, inclusion in newsletters, referrals, etc.)
 Announcement in partnership with another youth organization
 Face-to-face Activity (open house, recruit as part of a fundraising activity, walk in parade etc.)
 Other (explain) _____
3. **Youth Leadership:** Successful 4-H groups offer youth leadership opportunities. Please enter the **number** of youth in your 4-H group for each category below (it's okay to count a youth in more than one category):
 Number of youth who served as an officer in the group at some time during the year
 Number of youth who served in some other leadership role in the group during the year
 Number of youth who served in a leadership role at the community, county or state 4-H level

_____ Number of youth who used parliamentary procedure in meetings

_____ Number of youth who served as a Junior Leader for their group or for another group

4. **Website:** Do you go to the state 4-H website and its related pages to learn of existing or new opportunities for your club and its members? _____yes _____no County web site? _____ yes _____no

5. **If not our website, where do you go for your information?** _____

6. Does your treasurer use the **4-H Treasurer’s Book**? _____ yes _____ no _____other record keeping tool

7. Does your secretary use the **4-H Secretary’s Book**? _____ yes _____ no _____other record keeping tool

Part III – Volunteer Hours

As a volunteer you devote time to the NH 4-H program planning and implementing your 4-H responsibilities at the club, county and state level. We want to keep track of this time and effort provided to the 4-H program by all volunteers so we can translate this information into annual economic benefit to be shared with county and the state decision makers. We understand this may be your best estimate based on the average time related to each meeting and event. Your estimation is much more accurate than could be determined by the county or state staff. Please estimate the following numbers:

1. Number of Organizational Leaders = _____ Total # of hours they volunteered = _____

2. Number of Project Leaders = _____ Total # of hours they volunteered = _____

3. Number of Activity/Resource Leaders = _____ Total # of hours they volunteered = _____

4. Number of non-enrolled volunteers = _____ Total # of hours they volunteered = _____

Part IV - 4-H Mission Mandates: Science, Healthy Living, & Citizenship

1. Science

Did your group do any science-related projects this past year? Examples of science projects include: plant or animal science, natural or environmental education, science and technology, food science, or any science aspect of another project area, i.e. exploring water absorbency of textiles or citizen science efforts as part of community service, etc.

If no science- related projects, you can skip this question.

Project Please list one per line, any science, engineering or technology based projects your members participated in. Below is an example of how to fill this chart out if you had three youth who did wind power projects with a club. Two presented at County Activities Day and one of those two also presented at State Activities Day	Number of Youth Record how many youth worked on the project at each of the following levels: <i>Local (e.g. with club; individually, etc.)</i> <i>County (e.g. County Activities Day; Sea Perch, etc.)</i> <i>State (e.g. State Activities Day; Sea Perch, etc.)</i> <i>Regional (e.g. Eastern States)</i> <i>National: (e.g. Dairy; Round Up, etc.)</i>				
	L	C	S	R	N
[Example] Wind Power	3	2	1		

2. Healthy Living

One of the four H's stands for "HEALTH." Because the 4-H program is committed to the health of our communities, we want to help our leaders and our groups create healthy environments for members and volunteers. Please let us know a little bit about your group and how you are doing. **Please indicate how often the following occurs by putting an "X" in the appropriate box:**

Questions:	Never	Sometimes	Usually	Always
A. Does your club/program serve refreshments at meetings?				
B. When your club offers refreshments:				
1) Are water or a non-sugary drink offered?				
2) Are healthy snacks offered (i.e., fruits, vegetable, or whole grains)?				
C. At your club/program meetings, is a physical activity offered?				

D. Did your club participate in the NH Healthy 4-H Club Challenge? _____ yes _____ no

1. If no, were you aware of this Club Challenge? _____ yes _____ no

2. If yes to the last question, what would entice your club to participate? _____

3. 4-H Citizenship/Community Service Learning

4-H Community Service Learning projects are an important part of the 4-H experience, and represent the H in HANDS helping youth to learn service, an important life skill. Help us report and showcase how 4-H members extend their HANDS in generosity to their community, and the difference it makes.

A. How many 4-H Community Service projects were done in the past year?

1. _____ Number of projects done by this 4-H group

2. _____ Number of projects done individually by members as part of their 4-H year

B. Estimate the time invested by this 4-H group on Community Service projects (group and individual) in the past year. Include planning, organizing, doing, reporting and reflecting.

1. _____ Number of 4-H youth participating

_____ Total estimated hours by 4-H youth

2. _____ Number of adults participating

_____ Total estimated hours by adults

C. Please describe a Community Service project your group has done that you are proud of. (*Here are some ideas - you do not have to address all of these questions.*) What did the group do to address a need in the community? How were youth involved? What resources were used? What benefit was the project to others in the community? What life skills did youth learn (e.g., communication, planning/organizing, leadership, etc.)?

NOTE: If you have them, please attach photos and/or news articles from this project.

Part V – Success Stories

Stories from both youth and adults help us learn what aspects of the program are having an impact. They can also help explain the value of 4-H youth development programs to funders and decision makers. Note: Stories or quotes shared here may be retold in reports, newsletters, web articles and press releases.

Please share a story or two from this past year about your club or program. *Here are some ideas - you do not have to address all of these questions:* What changes have you seen in 4-H members in the past year? What difference has 4-H made for members? Are there member(s) who have increased their participation? What helped bring about the change? Is there a youth who makes you proud? Has a youth gained confidence? **Feel Free to attach any additional thoughts if you would prefer or if you run out of space here.**

Part VI – The Environment your Club or Group Creates for Youth

The following questions are meant to help us reflect on the “Positive Youth Development” environments we are trying to create for our youth. Please be frank with your responses, as that will help us all learn more about our programming. The questions are organized in categories that match the four core elements of 4-H youth development as defined by the Circle of Courage.

Reflecting on your program, club or activity, please put an X in the appropriate box for each statement below.

Circle of Courage Concepts:	Strongly Agree	Agree	Disagree	Strongly Disagree
<i>Belonging</i>				
Youth feel safe and comfortable in this program.				
Youth try to help others to feel a part of the group.				
Youth are kind to and respect one another.				
<i>Mastery</i>				
Youth learn something new and important in this program.				
Youth learn from activities that are challenging and appropriate to their age and developmental level.				
Youth have opportunities to share and reflect on what they have learned.				
Youth are recognized for their effort and accomplishments.				
<i>Independence</i>				
Youth and adults work together to plan activities.				
Youth are listened to and respected by adults in this program.				
This program helps youth feel better about themselves and what they can do.				
Feedback is encouraged and gathered from youth about their experience in this program.				
<i>Generosity</i>				
Youth helped other (youth or adults) or made a difference in some way in this program.				
Youth plan and participate in a variety of service activities.				
The program reaches out to youth who have not been involved in these kinds of programs.				

Part VII – Optional - Please provide short answers to the following:

1. What do you feel are some of the best aspects of the environment, relationships and/or experiences of youth in this program that indicate high quality?
2. What might you add or change to improve the quality of this program?
3. Anything else you would like to share about this program regarding the environment, relationships and/or experiences of youth in this program that indicate quality?