

JEFFERSON COUNTY 4-H PROGRAM GUIDE



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UW-MADISON EXTENSION

WELCOME TO THE JEFFERSON COUNTY 4-H PROGRAM!

ALL enrollments will be online. Please visit the following website <https://v2.4honline.com/#/user/sign-in> to enroll or re-enroll in the Jefferson County 4-H program. If you do not have access to the internet, please call the Jefferson County Extension office at 920-674-7295 for more information on how to enroll. Please refer to the table below for upcoming due dates for enrollment.

Enrollment Begins	September 7, 2026
Re-Enrollment Deadline	November 1, 2026
New Member Enrollment Deadline	May 1, 2027
Last Day to Add or Drop a Project	May 15, 2027

Please contact the Jefferson County Extension Office with any questions regarding deadlines.

4-H MEMBER CLASSIFICATIONS

Please use the below table for descriptions of the 4-H membership classifications.

4-H Cloverbud	Cloverbuds is for youth in 5K to 2nd grade. Youth in this category may only enter in the Cloverbud project. Cloverbuds enroll online in the Cloverbud project and agree to the 4-H Member Behavior Agreement.
4-H Member	Membership is open to anyone in 3rd grade to one year out of high school. The membership year is October 1 – September 30. Members enroll online where they choose projects and agree to the 4-H Member Behavior Agreement.
4-H Leader	Any adult can serve as a 4-H leader. He or she will be need to complete volunteer training requirements in order to become an approved. A person does not have to be a parent or relative to serve as a 4-H leader.

4-H BASICS



4-H Emblem: The 4-H emblem is a green four-leaf clover with the letter H on each of the leaves representing head, heart, hands, and health. The 4-H clover is protected by federal code from the United States Congress.

4-H Motto

**TO MAKE THE
BEST BETTER**



The Four H's



HEAD



HEART

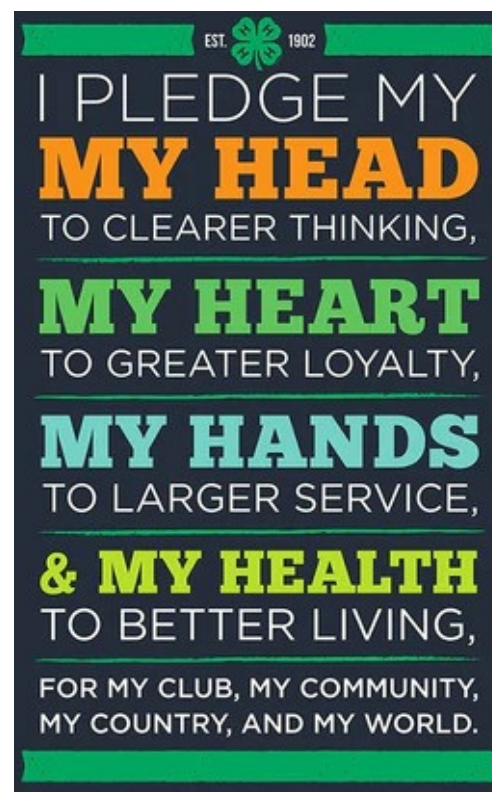


HANDS



HEALTH

4-H Pledge



WHAT IS 4-H?

4-H is a youth organization that provides opportunities for young people to learn new skills and contribute to their communities. Volunteer leaders collaborate with youth and UW Extension staff to conduct educational experiences. Support for 4-H programs is a joint effort of local county government, UW Madison and the USDA.

In 4-H, young people share, grow, and learn together through various project events and activities in informal settings under the guidance of their families and volunteer adult leaders. Members can choose projects that fit them and the places where they live.

Group activities and events such as drama, trips, camps, fairs, shows, and conferences provide additional learning experiences and opportunities.

4-H is open to all youth and adults regardless of their ethnic background, race, creed, or ability. Most 4-H clubs have meetings once a month for the entire membership year. During these meetings, decisions are made about group-sponsored activities such as community service efforts, project opportunities, and fundraising efforts. Regardless of the structure, a 4-H group may involve families, neighbors, relatives, and others. 4-H Members and leaders have fun learning, working, and succeeding together.

WHY JOIN 4-H?

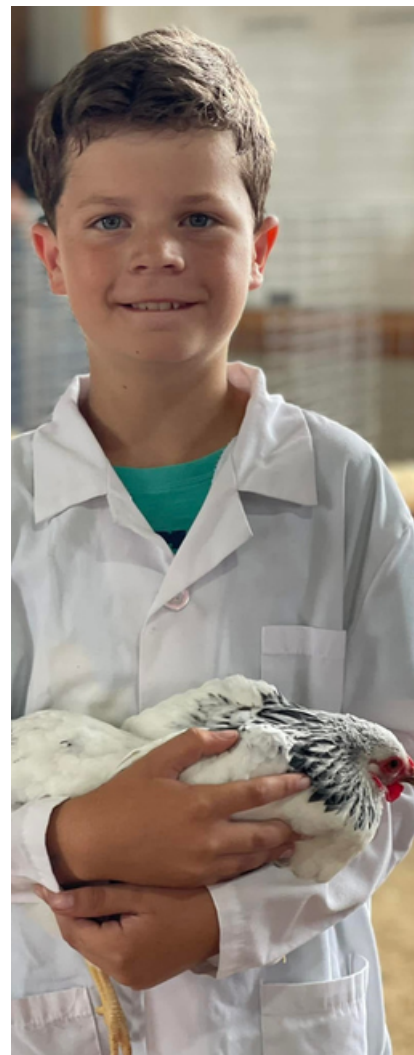
The program provides real life experiences for youth through a fun, action-oriented and practical educational program. 4-H also provides opportunities for parents and other interested adults to work with youth in their development.

4-H Clubs offer youth members the opportunities to:

- Develop positive relationships with peers and adults
- Be actively involved in their own learning
- Contribute as active citizens through community service and leadership
- Develop skills that will help them succeed
- Recognize, understand and appreciate others
- Have fun!

4-H members develop and practice important life skills, like these:

- Develop an inquiring mind and desire to learn
- Make decisions and solve problems
- Relate to and work with other people
- Develop a concern for their community and the people in it
- Build self-confidence
- Accept responsibility
- Develop and test life skills in a safe and supportive "real world" environment
- Become actively engaged in their communities and better informed about local issues
- Prepare for the world of work through direct experience with projects and activities that correspond to future career opportunities
- Experience success in a non-formal learning environment



WHAT MAKES 4-H DIFFERENT?

4-H is unique because it is the only youth organization tied to the research base of our nation's land-grant university system. This connection allows the UW-Madison Division of Extension staff, and the volunteers they work with, to receive training based on the most up-to-date research on youth development theory and practice.

WHO OWNS 4-H?

4-H is a public organization owned by the USDA and is part of UW Madison Extension. The University, USDA, National 4-H Council, and the Jefferson County government sponsor it jointly. The University provides the faculty, staff leadership, and resources. The University educators and county coordinators comprised of adult and teen volunteers conduct the local programs. Private support and public funds together support our Wisconsin 4-H.

HOW MUCH DOES 4-H COST?

Member's fees are as follows:

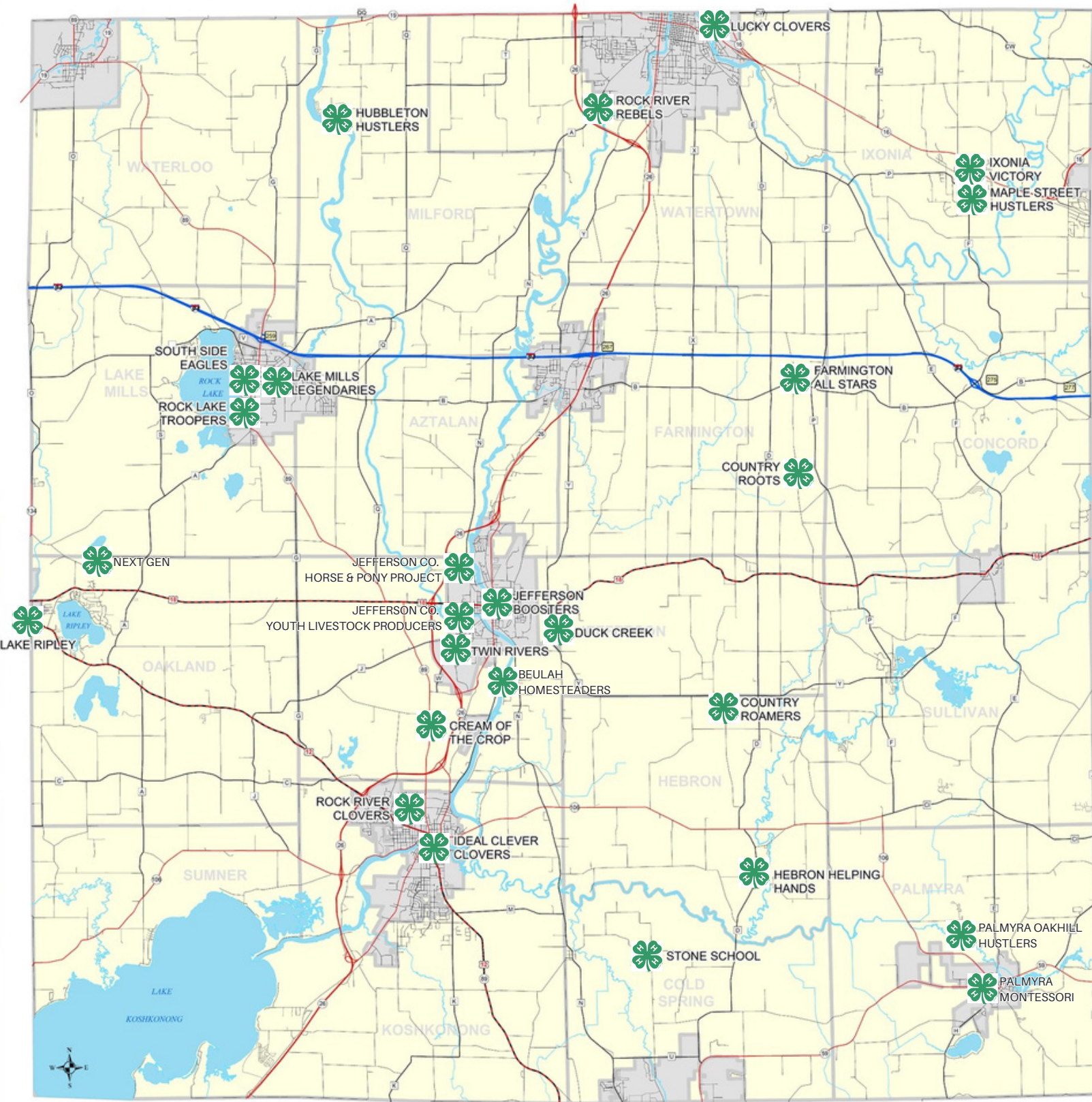
- \$20 to Jefferson County (this funding goes into the Jefferson County Extension budget for programming and supplies)
- \$10 to Leader's Association to cover scholarships and educational expenses

Some clubs may cover the cost of these enrollment fees through fundraising efforts. Clubs may also charge additional fees to cover local activities. Please check with the club leader to learn more about what each club charges for participation. Additional fees may apply for 4-H workshops, camps, projects, or programs that youth can choose to participate in.

In the event that a member or volunteer is unable to pay the club enrollment fee or a specific program fee, please contact the Jefferson County 4-H Office as there is funding for those who may need help. Our program is open to all, regardless of the ability to pay.



4-H CLUBS BY LOCATION



WHAT IS A 4-H CLUB?

A 4-H club is a group of youth and adults who meet on a regular basis and together practice positive youth development and cooperative learning.

They strive to create a quality learning environment that:

- Gives members a chance to be an active part of the decision-making process
- Values and respects the voices of all
- Provides opportunities to reflect on and demonstrate learning
- Connects members to their community through service
- Encourages positive relationships with peers and adults
- Is welcoming and accessible to everyone
- Celebrates individual and group achievements
- Challenges youth to set and meet personal goals
- Ensures physical and emotional safety for all

QUESTIONS TO ASK RIGHT AWAY WHEN JOINING A CLUB:

- Who is the adult organizational leader and how do I contact them?
- When, where, and how frequently does the club meet?
- How does the club handle fees? Do they charge fees in addition to the Jefferson County enrollment dues?
- What are the club goals and planned activities for the year?

WHAT HAPPENS AT A 4-H CLUB MEETING?

A 4-H club meeting is run by youth leaders or youth officers. The meetings usually include three types of activities.

Business/Group Decisions: This is where youth get to practice democracy in action. Members learn how to express themselves in a group, listen to the views of others, come to a decision either through consensus or parliamentary procedure, and abide by majority rule.

Group Building/Recreation: A variety of activities add enjoyment to the meeting. This could include icebreakers, organized games, refreshments, and celebrations.

Education: "Learning by doing" is one of the key elements of 4-H. Youth can do demonstrations at club meetings to teach skills to others. Clubs may also bring in guest speakers or do service learning activities.



WHAT IS EXPECTED OF A 4-H FAMILY?

4-H Youth

- Complete your enrollment steps through wi.4HOnline.com as soon as possible.
- Participate in club meetings, events, and service projects.
- Set and strive to complete 4-H goals.
- Help to share your knowledge with other club members.

4-H Parents & Caregivers

- Advise your child in the selection of projects
- Show your interest and enthusiasm for the projects they selected
- Help guide your child with their projects, but do not do it for them
- Assist your child in getting to meetings or other events. Parents and caregivers are encouraged to attend local club meetings and county-wide events with their children
- Be informed by reading the 4-H information sent to your family and asking questions when unclear
- Ask for a copy of your club's bylaws and constitution or operating guidelines and yearly calendar of events
- Be a role model of a good sport so that children will learn to celebrate and appreciate the successes of others
- Check the Jefferson County Extension 4-H website for the latest updates on 4-H programs and opportunities.
- Volunteer to assist with club events and activities when possible

HOW DO YOU BECOME A VOLUNTEER?

Volunteers are the key to successful experiences for 4-H members. Those who volunteer also reap the benefits of interacting with youth and other adults.

Ways you can volunteer:

- Sharing knowledge and skills gained through work or hobbies
- Chaperone at camps and retreats
- Leading groups
- Mentoring youth

Many opportunities arise throughout the year. Check with your club leader or the Extension Office for specific information.

All 4-H Youth Development staff and adult volunteers are required to be trained and screened for the protection of our youth and volunteers.

Screened and trained volunteers are covered under the University of Wisconsin-Extension liability insurance, as long as they are acting within the scope of their duties as a volunteer and following behavioral expectations and guidelines.

**BECOME A
VOLUNTEER**



WHO IS INVOLVED IN THE JEFFERSON COUNTY 4-H COUNTY PROGRAM?

Leaders Association Board of Directors:

The Board of Directors consists of the elected officers and representatives from the 4-H Leaders Association. The board meets in September, November, February, April and June to develop educational activities and funding support.

Countywide Project Leader:

Some projects are led at a county level because they require special trainings or knowledge of a certain subject matter. Countywide project leaders offer project meetings for anyone in the county, not just within a specific area club.

Key Leader:

A key leader is someone who has specialized knowledge in a particular subject. They serve as a resource for other leaders. They may plan events to train leaders and members. They are similar to a countywide project leader, but may or may not host countywide events or meetings.

4-H Program Educator:

The professional who guides, teaches and administers the 4-H program in totality. This educator is responsible for teaching youth development concepts, providing research, knowledge and resources to the people of Jefferson County. The 4-H Program Educator is an employee with the University of Wisconsin-Extension.

OTHER WAYS YOU CAN GET INVOLVED:

Project Youth Leader:

If you have been active and enrolled in a project for a number of years or have an advanced skill set in a particular project, consider signing up as a Youth Leader. Youth Leaders assist project leaders in developing meeting plans and help other youth in the project as needed.

4-H Leaders Association:

This organization is for all enrolled adult and youth leaders in the Jefferson County 4-H program. This group is responsible for fund development, and works to build and support the quality 4-H program to meet the needs of its youth members. The Association meets in August, October, March and May.

4-H Program, Project or Special Events Committees:

Multiple county level committees of volunteer youth and adults meet to determine the specific needs of a project or activity. Committees plan and conduct 4-H educational trainings, workshops, activities and contests. 4-H project leaders and members are encouraged to join committees that interest them.



4-H AWARDS & RECOGNITION

Achieving 4-H Members –Year Pins

Members who successfully complete a 4-H year are those who complete all of the requirements of club and county membership. Refer to the bylaws of your club and the Jefferson County 4-H Leaders Association for clarification. In addition, specific projects may have special requirements that must be met for members to achieve in that project. Consult your project leader and the specific project handbooks and bylaws that may exist. All achieving members may receive a 4-H pin to signify the successful completion of the year. The University of Wisconsin-Extension office supplies the pins for years 1, 5 and 10, etc. Clubs or families take responsibility for additional years of participation.

Recommendations for rewarding 4-H year pins as established by the Jefferson County 4-H Leaders Association include:

- Be an active 4-H member
- Enroll in and successfully complete 4-H projects
- Complete and submit a record book to your local club
- Read the 4-H Family Newsletter and be aware of upcoming events
- Be active in club and county activities and events
- Complete what you have started
- Strive to make the best better and to achieve to the best of your ability. Exhibit and actively participate in the Jefferson County Fair



Clover Awards

Clover awards recognize and encourage participation by members in the many projects, activities and events offered by the club, county and state 4-H program. Members record points on the Clover Awards form. There are 5 levels of recognition, which take about 2 years each to complete. These levels are the green, bronze, silver, gold and emerald awards. The forms are available through the Extension office or on the county website. After completion they are due to the EXT Office by September.

4-H Project Awards

Project Awards are offered in ANY project area that you enroll in at the beginning of the 4-H year. You can apply for Project Awards in three project areas per year, but are only able to receive two awards per year. Project awards will be presented to members who have reached their project goals, gained knowledge and skills, and have shown leadership, growth and achievement within a project.

Visit <http://jefferson.uwex.edu/4-h-record-books/> for an application form.

4-H Key Award

The Key Award is the highest award given to a Wisconsin youth member in 4-H. It recognizes leadership, service and citizenship in youth leaders. Key award applications must be in 10th grade with 3 years of 4-H membership and one year of youth leadership.

Friend of 4-H Award

This award is presented to an individual or group who has shown outstanding service and support for the Jefferson County 4-H program. Nominations can come from members, leaders, families or clubs.

Trip Scholarship Application Form

Trip Application Forms are filled out for members who are interested in attending state and national trips as they are offered. An additional interview may be required to participate in select leadership workshops and trip experiences.

Scholarships

The Jefferson County 4-H Leaders Association annually awards scholarships to 4-H graduates for their educational experiences beyond high school. Special applications are available at the Extension office and are due March 15th by 4:00pm.



4-H ACTIVITIES & EVENTS

National 4-H Week

The first full week in October is National 4-H Week. It is a time to recognize and promote 4-H across the country.

Project Learning Day

4-H members and adult family members can discover new project areas or learn new skills when they take part in sessions of their choice at Family Project Learning Day. Sessions in the past have covered a wide range of projects, from cake decorating to goats.

Foodstand

This is the Leaders Association's fundraiser. Each club is encouraged to work shifts throughout the year.

Awards Recognition Celebration

This event usually takes place in the fall before the new 4-H year begins. It is time to recognize adult and youth leaders for their special contributions to the Jefferson County 4-H Program. Recognition is given for length of service, outstanding contributions, exceptional leadership, clover awards, record book awards, project awards, trip awards, key awards, dairy promotion and community service.

Poster & Speaking Contest

4-H members compete in grade categories by entering posters and speech presentations based on the annual special emphasis theme. Special awards and recognition are given.

Cloverbud Day Camp

This summer day camp experience for Cloverbuds is full of games, crafts and special activities. The camp is usually held in June.

Wisconsin State Fair

The state fair is held in August in West Allis. There are opportunities for 4-H members to participate in state fair events or have their project exhibited.

4-H Camp

Summer camp is held at Camp Upham Wood in Wisconsin Dells. Counselors and Youth Camp staff plan and carry out the camp experience for campers in third through eighth grade. Campers participate in campfires, skits, nature hikes, swimming, crafts, fishing and much, much more. Stay updated with camp news by reading the Weekly Clover Connection and our Monthly Newsletter.





Jefferson County Fair

The county fair is held in July and provides an opportunity for all 4-H members to exhibit their project work, teach and mentor others, and participate in family fun. Often the County Fair serves as the high point of the year for 4-H members and families. They provide an opportunity for 4-H members to exhibit the items that demonstrate what they have learned through their project meetings and experiences over the enrollment year. The fair is one of the many opportunities that 4-H members can participate in as part of the Jefferson County 4-H program.

Please note that in Jefferson County the fair is **NOT** run by the Extension Office or the Jefferson County 4-H program. The Jefferson County Fair Park (and Fair) is a Department within Jefferson County government managed by an appointed committee of elected supervisors. The Fair Park hires the superintendents for the week, establishes schedules and timelines, makes fair related rules, handles all fair enrollment procedures, hires the fair judges and regulates how rules and guidelines are followed during the fair.

4-H members need to enroll in projects in 4-H Online by April 15th to enter in the fair. Additionally, you do not have to exhibit at the Fair to be in 4-H. Fair entries are monitored by the Fair Park Office. All entries are submitted through their online system. The Extension Office and the 4-H program do not have access to the fair program. Enrolling in 4-H through 4-H Online (wi.4honline.com), which is what you do to join 4-H at the beginning of the year, is not the same as registering for the County Fair. Please be sure to attend your 4-H club meetings to get updates on the Jefferson County Fair and how to enroll to exhibit at the Fair.

The Jefferson County Fair Park can be reached at 920-674-7148 or through e-mail at fair@jeffersoncountywi.gov. They can answer any fair related questions you might have. Make sure to submit your email [here](#) for the most up-to-date information on the Jefferson County Fair.

4-H Record Books

The 4-H program has a long history of record keeping. The focus reflects the importance of this life skill in our daily lives. In 4-H, young people have tracked their activities, events, profits and losses, skill development and learning experiences, and much more using the iconic 4-H Record Book. In addition to record keeping, the 4-H Record Book gives members an opportunity to reflect on their year, measure their achievements and growth, set goals, and develop plans to meet those goals.

It is encouraged that all 4-H members complete a record book. Some clubs have record book requirements at the club level. Encourage your 4-H members to work on their record books throughout the year. Some projects have additional requirements; consult your project leader for additional information.

4-H Record Books should be filled out completely and accurately. Parents may oversee the member's work, but it is best if the member does his or her own writing. To be considered for Record Book Awards youth must turn their Record Books in by September 1st by 4:00pm to the Extension Office. Check with your club for other club deadlines.

Cloverbud 4-H members also fill out a 4-H Record Book. An age-appropriate record keeping system for Cloverbuds can be found by contacting the Extension Office.

4-H COMMUNICATION

4-H Family Newsletter

The 4-H Family Newsletter is a source of information for families to learn about opportunities, activities and workshops, deadlines, and other information about Jefferson County 4-H. Leaders, members and Extension staff may submit articles.

The newsletter is emailed out to families monthly and is available online.

4-H Calendar

The Jefferson County Extension maintains a 4-H Google Calendar. All events for the upcoming year are posted on the calendar. When Extension Office is notified of an event it is uploaded to the calendar. Please refer to this calendar for your 4-H activities, events and project meetings. The calendar can be found at this link or at <https://jefferson.extension.wisc.edu/4-h-youth-development/>. If you have an event to add, please send an email to the Extension Office.

Weekly Clover Connection

The Clover Connection is sent via email through 4-H Online each week usually on Mondays. The Weekly Clover Connection includes important information for the upcoming week. Please watch for the Clover Connection each week to be informed of important changes.

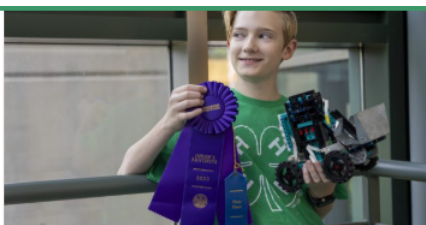
Social Media

You can find Jefferson County 4-H on Facebook. This social media platform will be used to help update members about important events in 4-H and any upcoming changes. Jefferson County 4-H also highlights the cool things our members are doing through social media.



Grant Applications Open

Applications are now open for Project Grants and Budget & Fund Grants. Applications must be submitted before 4 pm on September 1st.



4-H Award Applications Open

4-H Award Applications are now open until September 1st. There are many awards available for both youth members and volunteers—please



State Livestock Judging Recap

On July 20th, the State 4-H Livestock Judging contest was held in Lodi. Jefferson County 4-H had two senior teams and one junior team that

4-H PROJECTS

A 4-H project is an area that you want to learn more about during the year. There are projects on just about any topic you would like to study and explore, from art to woodworking, from computers to rabbits, from clothing to small engines. Don't forget to check out the project pages on the Wisconsin 4-H web site.

On these pages, you'll find descriptions for statewide projects, internet resources, links of interest, county fair exhibit suggestions, state specialist contacts and other suggested resources.

And remember, you'll learn more than, "subject matter" as you complete your projects. You'll learn many life skills that you'll use every day of your life, such as, understanding yourself, communicating better, solving problems, making decisions and working with others.

Please notice that each project highlighted in blue means that it is linked to the state 4-H website. By clicking this project, it will take you straight to that project's state website where you will be able to view online literature resources for your project.

What are 4-H Projects?

A 4-H project is what a member chooses to learn about. There is a project for everyone. If you have a special interest in something and it is not a currently listed you can do an independent project.

Expectations:

Cloverbuds (5-year-old kindergarten through second-grade) enroll in the Cloverbud project.

Members (third grade and higher): Enroll in at least one project each year and complete the records for that project as part of their record book.

Project Leaders

- Ideally, each 4-H club will try to locate a project leader when there are 3 or more youth members enrolled in a project. Select projects will also have countywide leaders or offer sharing among clubs when a leader cannot be found.
- If you do not know who your project leader is or would like to find out if a project leader exists in a neighboring club or at the county level please do not hesitate to contact the Extension Office.
- Watch the 4-H Family Newsletter for countywide project offers or events related to projects that you are enrolled in.
- It is highly suggested that a project leader hold a minimum of 4 meetings.

Parents should attend project meetings to learn how they can support, but not do, project work for their child! **The 4-H youth – learn by doing!**

How to Select 4-H Projects:

Make a list of the things you like to do or want to learn more about.

- Talk over your list with your parents, leaders and friends. They may recognize some special things you are good at that you don't even realize you do well.
- Then compare your list with the projects described in this guide.
- Ask yourself if you have the equipment, money and time to do the projects that sound interesting.
- If this is your first year in 4-H, concentrate on doing only two or three projects well.
- Projects without a listed leader are self-guided experiences. If you need a more guided experience, choose a project with a leader or contact the Extension Office for more formal curriculum.

AG & ANIMAL SCIENCE

CLOVERBUDS

ENVIRONMENTAL & OUTDOOR EDU

EXPRESSIVE ARTS



FAMILY, HOME, & HEALTH

LEADERSHIP & COMMUNITY

PLANT & SOIL SCIENCE

SCI, TECH, ENGINEERING, & MATH

GLOSSARY

Achievement: Achievement in 4-H means a member completes all the membership requirements of the 4-H club for the year. Members should consult their club's bylaws and the Jefferson County 4-H constitution and bylaws for specific requirements.

Cloverbud: Members who join 4-H in grades 5K-2 are automatically enrolled in the Cloverbud Project. They will have hands-on experiences within a wide variety of project areas, which allows them to explore all that 4-H has to offer them.

Leaders: Adults 18 years and over working with members must be Youth Protection trained through the 4-H Leader Orientation set by the UW Extension and 4-H Youth Development Program. This includes all organizational (general), project, activity, independent leaders and chaperones. Leaders receive ongoing training opportunities and are covered by liability and accident insurance provided by the Leaders Association. Leaders need to re-enroll and sign the Adult Behavior Expectation Statement annually.

Club: 4-H clubs are a group of five or more youth (from three or more families) and at least one certified caring adult leader who takes part in an ongoing 4-H program. Clubs meet regularly throughout the year, are run by youth and have adult interaction and family involvement. Each club has written operating guidelines, bylaws or a constitution approved by members to govern the club or group.

Committees: Groups of members at the club or county level that come together with a specific purpose of planning, carrying out and evaluating activities or events. County committees combine youth and adults together and club committees usually have an adult mentor.

Club Meeting: 4-H clubs usually meet once per month. At a meeting, clubs conduct business, have recreation or social activities, participate in project work, give demonstrations, do community service, or hold special interest programs. It is recommended that club meetings are held at a consistent time and are well publicized so that all members are able to attend.

Club Rules/Bylaws: Clubs have a set of written rules for their operation. Each member should become familiar with the club's rules early in the year. A copy needs to be on file at the UW-Extension office.

4-H Endowment Fund: The 4-H Endowment Fund exists to receive memorials, gifts and bequests for the support, expansion and promotion of the Jefferson County 4-H program. Donations can be made online at <http://wis4hfoundation.org/> (be sure to indicate that your donation is for the Jefferson County 4-H Endowment) or sent directly to the Wisconsin 4-H Foundation with a note requesting the money be part of the Jefferson County 4-H Endowment.

4-H Exhibit: An exhibit is an object or display created by a member to show what she/he has learned and accomplished through his/her project work. Exhibits can be presented or shown at the county or state fair, local businesses, libraries or other community settings.

4-H Family Newsletter: The 4-H Family Newsletter is a source of information for families to learn about opportunities, activities, workshops, deadlines, and other information about Jefferson County 4-H. Leaders, members and Extension staff may submit articles. The newsletter is assembled and distributed through the Jefferson County Extension Office.

4-H Member: A youth in 3rd grade to one year out of high school who is enrolled in a 4-H club through the wi4honline.com system. Members must have paid dues and meet all of the club requirements to be in good standings.

4-H Year: The 4-H year starts October 1 and ends September 30 of the following year. Activities and events that youth and their families participate in follow an annual calendar. Consult your 4-H Family Newsletter and club leaders for details.

Project Literature: 4-H member and leader manuals and other support materials are written by University professors and specialists using research-based information. These guides assist members and leaders in their project work and studies. Project literature can be found on the State 4-H Website by following this link: <https://fyi.uwex.edu/wi4hprojects/>

Record Book: The record book is a complete record of the member's activities for the current 4-H year. All 4-H activities should be entered in the record book. Members turn their record book in annually to their general leaders or the Extension Office. See the Record Book section for more detailed information.

Extension: EXT is an abbreviation for Extension Division of UW-Madison. Extension provides educational programming to county residents in the areas of 4-H Youth Development, Family Living, Agriculture and Community and Natural Resource Development.