



# CLUB SEAL SUMMARY SHEET

**4-H Club Name**

**4-H Year**

**Purpose of Seal Guidelines**

The Kansas 4-H Program focuses upon five life skills necessary for youth to acquire in order to become productive citizens. These life skills are a **positive self-concept, an inquiring mind, sound decision making, healthy interpersonal skills** and **a concern for the community**. The purpose of the following guidelines is to stimulate the growth of individual 4-H'ers as well as the entire club in each of the life skills. A seal is awarded to a 4-H Club each year the requirements for the seal are met. A club may get a seal and a charter together. As a requirement is met, place a check or "X" in the space provided and give the information requested. A continual check on the guidelines is needed to avoid missing something that your club has set as a goal. Use the club officers or a committee of 4-H members to assist you in checking the requirements during the year and to fill out this "4-H Club Recognition Plan" at the close of the club year. Forms are due to the extension office on or before October 1st.

**Seal Requirements:**

Purple-35 items min./ Blue – 30 items min. / Red – 25 items min. / White – 20 items min.

**Club**

- \_\_\_ 1. Have at least five or more members consisting of 3 different families. Number of members: \_\_\_\_\_
- \_\_\_ 2. Have a community leader or leaders.
- \_\_\_ 3. Organize the club with a minimum of the following officers: president, vice-president, secretary, treasurer, reporter and two council representatives.
- \_\_\_ 4. Parents/Guardians Advisory Committee consisting of three to five members. This committee may consist of parents, but should not include community leaders.
- \_\_\_ 5. Hold 12 regular monthly meetings
- \_\_\_ 6. At the beginning of the 4-H year, prepare and distribute club programs for each month in the year
- \_\_\_ 7. Have council representatives at all 4-H Council Meetings
- \_\_\_ 8. Provide 10 or more news articles for publication on project work, club meetings and activities. Copies of articles are to be in the Reporter's Book. Reporter should also submit them to the extension office for posting on social media.
- \_\_\_ 9. Secretary's Book completed and turned into the Extension Office with Record Books
- \_\_\_ 10. Treasurer's Book (of the previous 4-H year) completed and turned into the Extension Office with Financial Summary due by November 1
- \_\_\_ 11. Reporter's Book completed and turned into the Extension Office with Record Books
- \_\_\_ 12. Historian's Book turned into the Extension Office with Record Books
- \_\_\_ 13. Have an achievement, appreciation or awards program at a regular or special meeting Date: \_\_\_\_\_
- \_\_\_ 14. Have a parent's program. Date: \_\_\_\_\_
- \_\_\_ 15. Have a club project tour. Date: \_\_\_\_\_
- \_\_\_ 16. Plan and carry out one of the following activities: safety, health, conservation of natural resources (wildlife, soil, recycling, etc.), recreation, people-to-people, civil defense, citizenship, fire prevention, rodent control. Describe what your club did in an attached summary.

- \_\_\_ 17. Take an educational, one-day trip or tour, other than a club project tour.
  - When and where: \_\_\_\_\_
- \_\_\_ 18. Have an officer installation ceremony. Month: \_\_\_\_\_
- \_\_\_ 19. Have a fundraiser: What type: \_\_\_\_\_
- \_\_\_ 20. Have a club parliamentarian give a short presentation at four or more monthly meetings. Items presented (must have at least four): \_\_\_\_\_
- \_\_\_ 21. Have the 90% of 4-H'ers complete their Record Book (MIG).
  - Number completed books: \_\_\_\_\_ Number of members: \_\_\_\_\_
- \_\_\_ 22. Participated in a registered 48 Hours of 4-H project
  - Description of project: \_\_\_\_\_

**County/District/Area**

- \_\_\_ 23. Have club officers attend Officer's Training. Number attended: \_\_\_\_\_
- \_\_\_ 24. Have 2 or more members active in the Leadership Project. Numbers enrolled in leadership project: \_\_\_\_\_
- \_\_\_ 25. Have an exchange program with another club. What club and date: \_\_\_\_\_
- \_\_\_ 26. Participate in 4-H Sunday Observance. Where and when: \_\_\_\_\_
- \_\_\_ 27. Have members exhibit at a county fair or show. Member numbers: \_\_\_\_\_
- \_\_\_ 28. Have 50% members participate in District 4-H Day, excluding model meeting. Numbers: \_\_\_\_\_
- \_\_\_ 29. Plan and present a model meeting at District 4-H Day
- \_\_\_ 30. Provide assistance at District 4-H Day, i.e. room monitor
  - Members and what they did: \_\_\_\_\_
- \_\_\_ 31. Have members participate in Regional 4-H Day.
  - Who and what: \_\_\_\_\_
- \_\_\_ 32. Have members participate in a local 4-H Camp
- \_\_\_ 33. Have one or more members display leadership at 4-H Camp, 4-H Day Camp or other State 4-H Camp as a counselor or extension assistant.
- \_\_\_ 34. Have 3 or more 4-H'ers participate in county or district 4-H judging contest, i.e. FCS, horticulture, livestock or photography. Who and what: \_\_\_\_\_
- \_\_\_ 35. Have club representation at achievement celebration

**State**

- \_\_\_ 36. Have members attend a State 4-H Event, i.e. Discovery Days, KYLF, Campference, Ambassadors, etc.
- \_\_\_ 37. Have some exhibits from your club exhibit at the State Fair.
- \_\_\_ 38. Have members participate in the state fair in ways other than exhibiting project work including but not limited to, demonstrations and illustrated talks, fashion revue, judging, volunteer or similar events.
  - Who and what: \_\_\_\_\_
- \_\_\_ 39. Have a family in your club serve as a host family for a global delegate

**Promotion of 4-H**

- \_\_\_ 40. Have a club display at the county fair. Theme: \_\_\_\_\_
- \_\_\_ 41. Have a float in the parade. Theme and when: \_\_\_\_\_
- \_\_\_ 42. Have a window display promoting 4-H. Where and when: \_\_\_\_\_
- \_\_\_ 43. Present a radio program or participate in a radio interview regarding 4-H. Who and topic: \_\_\_\_\_
- \_\_\_ 44. Present a TV program promoting 4-H. Who and topic: \_\_\_\_\_

\_\_\_ 45. Present a program to explain and promote 4-H to one or more community organizations (non-4-H).

- What group and when: \_\_\_\_\_

\_\_\_ 46. Present a school program to promote 4-H. Date and school: \_\_\_\_\_

\_\_\_ 47. Host a "bring a friend" (potential member) night as part of a regular 4-H meeting.

- When and number of friends present: \_\_\_\_\_

**Community Service**

\_\_\_ 48. Render a service to the community. Provide information in an attached summary on the service rendered. Share enough details to make it clear to anyone who is not familiar with what you did. Provide an attached summary.

\_\_\_ 49. Make a contribution to a charitable organization either local, state, or national level

- What and when: \_\_\_\_\_

\_\_\_ 50. Visit residents in an assisted living facility and/or provide a program

- Where and what: \_\_\_\_\_

\_\_\_ 51. Other community service projects not listed: \_\_\_\_\_

**Total Number of Requirements Met: \_\_\_\_\_**

**My signature indicates I have checked this application and believe it to be complete.**

\_\_\_\_\_  
President Date

\_\_\_\_\_  
Leader Date

\_\_\_\_\_  
Secretary Date

\_\_\_\_\_  
Leader Date

**EXTENSION OFFICE USE ONLY:**

Seal Received: Purple Blue Red White

\_\_\_\_\_  
Reviewer Date