

## COUNTY 4-H PROJECT MEDAL SELECTION GUIDE

### I. PURPOSE OF PROJECT MEDALS

- A. To encourage members to set and complete goals and show growth in skills.
- B. To encourage older members to give leadership to younger members in the clubs and county.
- C. To develop organized, articulate, well-rounded members.

### II. DUTIES OF SELECTOR

- A. Read County Project Medal Minimum Requirements sheets.
- B. Check that members recommended for awards meet the minimum requirements and must have completed sixth (6<sup>th</sup>) grade.
- C. Help members out if an item was done, but not written on project sheet. Check other Record Book pages.
- D. Be fair and impartial when you analyze and interpret.
- E. Remember that the County wants to award members.

### III. YEARS IN PROJECT

- A. County requirements: at least 2 years (need not be consecutive) and currently enrolled in that project.
- B. Check project listing inside Record Book cover, or #9, to see which years project was taken.
- C. All projects have sheets and a completed sheet is required for each year enrolled in project.
- D. Project sheets are grouped together by type of project, then by consecutive years. Some books are indexed. This is encouraged.
- E. A completed Financial Report is required for each year enrolled in all animal projects.
- F. If project and financial sheets for each year enrolled in project are missing, or not filled out, member is disqualified for this year's award.

### IV. WHAT TO LOOK FOR ON PROJECT SHEETS

- A. Read each year's sheet thoroughly.
- B. Front side - top of page:
  - 1. Items made, tools used, things learned, etc.
  - 2. Time spent, cost of project - should be realistic.
- C. Front side - bottom of page written by member.
  - 1. Important project experiences.
  - 2. Look for leadership and project growth.
- D. Back side - meetings held and attended (also #9).
- E. Project speeches and demonstrations.
  - 1. County requirements: at least one county level speech or demonstration in that particular area (i.e., seam finishing in clothing) is required. Demonstration and Speech Contest Day, County Open House/Project Fest, County Fair and County sponsored workshops/seminars.
  - 2. The ratings of the speech/demonstration (blue, red, white, pink) should not influence the award choice.
  - 3. More than one speech/demonstration is good, but not required.

4. If speech/demonstration is not written on project sheets, check Record Book, #6 and #17.
  5. If member has not done one county level speech/demonstration in all the years enrolled in that particular area (i.e., seam finishing in clothing), then member is disqualified for this year's award.
- F. Tours or Workshops
1. Not required for project medal.
  2. Help show project growth.
  3. If not filled in, see Record Book, #12.
- G. Other project Activities and Events
1. Not required for project medal.
  2. Helps show project growth.
  3. If not filled in, see Record Book, #12, #13, #14 and #15.
- H. Exhibits
1. County requirements:  
Must have at least one individual exhibit at County Fair in that project for each year enrolled in it, unless animal died or something similar, which should be explained on the project record page.
  2. If exhibits section of project record sheet is not filled out, check #11 for that particular year and project.
  3. The rating of exhibits (blue, red, white, pink) should not influence the award choice.
  4. Exhibits at other places are good, but not required.
- I. Parents or leaders comments.
1. Shows insight into member's development.
  2. Optional, not always filled out, but encouraged to be done.

## V. LEADERSHIP ELSEWHERE IN RECORD BOOK

- A. Offices held: front cover, or #10.
- B. Committees and chairmanships: #7 and #8.
- C. Judging of events done by members: #12.
- D. Community service: #14 and #15.
- E. Leadership to County 4-H program: #20.
- F. Personal appearances: #21.
- G. County representative at State Fair, Activity or Exhibit: #23.
- H. Leadership outside of 4-H, school, church, etc.: #27.
- I. Leadership responsibilities: #3.

The Waukesha County 4-H Awards Committee hopes that this guide will assist you in selecting the members who are deserving of awards in projects.

Revised: 11/1998  
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