



ORANGE COUNTY 4-H AWARDS & RECOGNITION GUIDE

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4-H RECOGNITION PHILOSOPHY

Creating an environment that nurtures growth and development includes a careful, creative and balanced use of recognition. In 4-H, recognitions is the encouragement and support for learning that is part of participation in the wide array of educational experiences the program provides.

Recognition in 4-H may be public or private. It can be within the individual or provided by others. Through the acknowledgment, affirmation and positive reinforcement of each person's effort, feelings of competence and capability increase and participation continues.

The five parts of the 4-H Recognition Model include recognition for:

- *Participation*—acknowledging youth involvement.
- *Progress toward personal goals*—youth gain experience in goal setting and realistic self-assessment.
- *Standards of excellence*—youth assess their progress and gain insights into their own interests, efforts, and abilities through a pre-determined set of criteria.
- *Peer competition*—not developmentally appropriate for younger children; older youth learn through experiences of identifying the highest quality project exhibited at a specific time.
- *Cooperation*—learning and working cooperatively, preparing youth for living in today's interdependent, global society.

ELIGIBILITY

Recognition opportunities are limited to registered 4-H members and volunteers*.

A registered youth member has completed [4-H Online](#) registration and submitted their [Membership Dues](#).

A registered adult volunteer has a completed [4-H Online](#) enrollment and has a completed volunteer application on file with the 4-H.

YOUTH AWARDS

A. 4-H PROJECT RECOGNITION

1. *What is a 4-H project?*

At the beginning of each 4-H year members will complete online registration. As a part of this process they will select a project area(s) that they are interested in pursuing.

4-H projects include the following:

- A series of learning experiences in a project area for six hours or more.
- Youth become engaged in supporting events & activities that focus on sharing what they have learned with others
- Youth participate in self evaluation. This gives youth an opportunity to record and report their goals, activities, and accomplishments to display that youth have achieved certain levels of project completion.

There are currently over 50 projects supported by 4-H curriculum. For a complete listing visit: <http://florida4h.org/programs/>

2. How do I complete a project?

- Work with your club leader to select a curriculum and other supporting educational materials
- Get a *My Project Report* worksheet (aka, Record Book) from your club leader or online at <http://awards.oc4-h.org>. Read it carefully with your parents and leader so that you will know what you are supposed to do.
- Set goals for the year using the *My Project Report* worksheet.
- Keep a written record of your accomplishments as the year progresses. It is helpful to save certificates, event programs, photos and other supporting materials.
- From there work on completing the *My Project Report*, taking special care to complete all of the sections provided. This includes contact information, project goals, project accomplishments, project story, project photographs, and any other supporting materials.

3. When are project reports due?

Completed record books are due to the 4-H Office on the first Monday in May by 4:00 PM. Late record books will only be accepted in instances of a family medical emergency. Record books will be judged by a third party grader. Youth will be recognized for their accomplishments at the 4-H Awards Ceremony on the second Saturday in June.

B. STANDARDS OF EXCELLENCE

1. What is Standards of Excellence (SOE)?

Standards of Excellence is the recognition model of Florida 4-H. It was adapted for use in Orange County in 2009 following input from 4-H members, parents, and volunteers. This program was designed to provide a broad based recognition model that is applicable to all project areas. Under this system youth are recognized for their project work, involvement

with 4-H events and activities, leadership roles, and community service. There are four “standards”: Bronze, Silver, Gold and Emerald. Expectations vary according to age division, with a progressive increase in expectations as youth age progress through the program.

2. How do I complete SOE?

A handout has been developed for each age division of Standards of Excellence. This handout includes an explanation of the standards, along with the accomplishments required to obtain each of the Standards. Included with this is a worksheet that can be completed as youth work through the Standards. This worksheet, and any supporting materials, should be submitted for judging by the stated deadline. Visit <http://awards.oc4-h.org> for more information.

3. When is SOE due?

Completed Standards of Excellence are due to the 4-H Office on the first Monday in May by 4:00 PM. Late record books will only be accepted in instances of a family medical emergency. Record books will be judged by a third party grader.

4. What form of recognition do youth receive?

Youth will be recognized for their accomplishments at the 4-H Awards Ceremony on the second Saturday in June. Youth will receive a certificate recognizing their accomplishments. Completion of Standards of Excellence also carries with it the opportunity to earn “Clover Dollars”. These funds are held on account in the 4-H Office. Clover dollars can be used to purchase 4-H project supplies or pay registration fees associated with 4-H sponsored events and activities. Redemption can take the form of a purchase order or through submitting receipts for monetary reimbursement. We are unable to provide youth with direct cash payments.

C. PORTFOLIO

1. What is the purpose of portfolios?

4-H Portfolios are the tool by which youth showcase their entire body of 4-H accomplishments. Portfolios are cumulative and include a record of youth's project work, competitive involvement, community service, and leadership positions. Through preparing a portfolio youth learn valuable life skills that will help prepare them for a successful career.

2. Who should submit a portfolio?

All 4-H members have the option of submitting a portfolio. Portfolios may take the place of one project book under [Standards of Excellence](#). High school Junior and Senior submissions are eligible for awards/scholarships (see below for further details).

3. How are portfolios recognized?

Portfolios and in-person interviews are used to award 4-H National trips (National Congress and National Conference) and college scholarships. A select number of applicants are then asked to come in for an interview.

Interviews for county level scholarships (Floyd and HCE) take place in late May. State level award/scholarship interviews take place at State Congress in July. Visit <http://awards.oc4-h.org> for more information on Florida 4-H scholarships.

4. What are the components of a portfolio?

All portfolio submissions must include a cover sheet, application, resume, and narrative essay (see application for further details). The cover sheet will vary depending on the type of portfolio that is submitted. Scholarship portfolios require two letters of recommendation.

Youth must submit three copies with report covers for each award/scholarship application. Forms are available at: <http://awards.oc4-h.org> under the *Portfolio* heading.

5. When are portfolios due?

Portfolios are due the first Monday in May at 4:00 PM to the 4-H office. From there one of the 4-H agents will review your portfolio and return it to you for revision. You have the option of scheduling an in-person meeting with one of the 4-H agents to discuss your submission in greater depth. Final copies are due to the 4-H office on the third Friday in May by 4:00 PM.

D. OTHER YOUTH AWARDS

1. Henry Swanson Citizenship Award

This award is presented in memory of Henry Swanson, former Orange County 4-H Agent and long-time County Extension Director. One Senior Division youth (ages 14-18) will be recognized for their outstanding contributions to the community through leadership involvement and community service. To be eligible for this award a 4-H member MUST submit a minimum of one record book and [Standards of Excellence](#).

2. N. R. Brown 4-H Club Member of the Year

This award is presented in memory of Nellie Ruth Brown, the founder of Orange County 4-H. One youth from each age division (Junior, Intermediate and Senior) will be recognized for their outstanding accomplishments through a combination of project work, competitive events, leadership roles and community service. To be eligible for this award a 4-H member MUST submit a minimum of one record book and Standards of Excellence.

3. Terry Floyd Scholarship

This award is presented in memory of Terry Floyd, long time Orange County 4-H Agent and Florida 4-H Hall of Fame member. Two \$500 scholarships are presented annually to Orange County 4-H members. This award is limited to high school Juniors and Seniors. To

apply youth must submit (1) Cover Sheet and (2) Florida 4-H Portfolio. Top candidates will be asked to interview in late May/early June.

4. Orange County HCE Scholarship

This award is presented thanks to a generous donation from the Orange County Home and Consumer Educators (HCE). One \$400 scholarship will be presented to an Orange County 4-H member. This award is limited to high school Juniors and Seniors. To apply youth must submit (1) Cover Sheet and (2) Florida 4-H Portfolio. Top candidates will be asked to interview in late May/early June.

VOLUNTEER AWARDS

1. Alumni of the Year

The Alumni of the Year Award recognizes Orange County 4-H alumni for their outstanding career accomplishments and leadership in civic, community, and professional activities at the local, county, state, and national level.

2. Partners in 4-H Award

Every year we recognize individuals, community groups, business organizations, foundations and other institutions that have provided sustained and significant contributions to the Orange County 4-H program. Their support truly makes them a partner in our success.

3. 4-H Angels

Every year we recognize volunteers for their selfless and meaningful contributions to the 4-H program. Though often unnoticed by the public, these “behind the scenes” individuals are at the “heart” of our success. Once an Angel, always an Angel!

4. 4-H Rising Star Award

This award is presented to a 4-H volunteer with three years or less service but whose contributions best embody the spirit of 4-H.

Rising Stars shine in all they do even though they are new in their leadership role, they give their best to meet the needs of our 4-Hers and are always willing to serve.

5. Nicholson Volunteer of the Year Award

Annually we recognize one 4-H volunteer whose body of work best exemplifies the promotion of positive youth development as well as sustained service and commitment to Orange County 4-H. To be eligible an individual must complete between 3 and 10 years of service.

6. 4-H Hall of Fame

This award recognizes individuals for their lifetime of service to the Orange County 4-H program. Their leadership, citizenship, community involvement, and character provide an example for us all. To be eligible individuals must complete 10 or more years of service. County inductees are eligible for application to the Florida 4-H Hall of Fame.



HENRY SWANSON CITIZENSHIP AWARD APPLICATION

This award is presented in memory of Henry Swanson, former Orange County 4-H Agent and long-time County Extension Director. One Senior Division youth (ages 14-18) will be recognized for their outstanding contributions to the community through leadership involvement and community service.

To be eligible for this award a 4-H member **MUST** submit a minimum of one record book and Standards of Excellence.

NAME: _____ CLUB: _____

TELEPHONE _____ EMAIL _____

BIRTHDATE: _____ YEARS IN 4-H _____

4-H PROJECT(S) _____

Please answer the following questions to the best of your ability

1. Why are you a 4-H member?

2. How has 4-H involvement helped you become a better citizen?



3. Discuss your leadership activities within the 4-H program. This includes club, county, district and state level activities.

4. In what ways have you put your HANDS to larger service through involvement with volunteer projects?

5. How has involvement with 4-H prepared you for success as an adult?

APPLICATIONS ARE DUE TO THE 4-H OFFICE THE FIRST FRIDAY IN MAY @ 4:00 PM



**NELLIE RUTH BROWN
4-H MEMBER OF THE YEAR
APPLICATION**

This award is presented in memory of Nellie Ruth Brown, the founder of Orange County 4-H. One youth from each age division (Junior, Intermediate and Senior) will be recognized for their outstanding accomplishments through a combination of project work, competitive events, leadership roles and community service.

To be eligible for this award a 4-H member **MUST** submit a minimum of one record book and Standards of Excellence.

NAME: _____ CLUB: _____

TELEPHONE _____ EMAIL _____

BIRTHDATE: _____ YEARS IN 4-H _____

4-H PROJECT(S) _____

Please answer the following questions to the best of your ability

1. Why are you a 4-H member?

2. How have you developed your HEAD through involvement with 4-H project work?



3. How have you learned HEART through engagement with 4-H members and volunteers?

4. How have you put your HANDS to larger service through involvement with volunteer projects?

5. How have you learned to practice better HEALTH habits through involvement with 4-H?

APPLICATIONS ARE DUE TO THE 4-H OFFICE THE FIRST FRIDAY IN MAY @ 4:00 PM



TERRY FLOYD SCHOLARSHIP COVER SHEET

Name: _____
 First Middle Last

Address: _____
 Street City Zip

Home Phone: _____ E-Mail: _____

Social Security Number: _____ Number Years in 4-H: _____

SCHOLARSHIP CONDITIONS:

The Terry Floyd Scholarship program is designed to recognize accomplishments and award financial assistance to an outstanding Orange County 4-H member who has learned the value of setting and accomplishing goals. This award is intended to aid the recipient in continuing their educational training towards fulfilling personal goals and life skills.

There are three parts to this application. This cover sheet must be attached to a copy of the same year Florida Awards/Scholarship Program Application. A complete Florida Awards/Scholarship Program Application includes the applicant Resume, a full (2 page) Narrative Statement, two letters of recommendation. It may also include a single page explaining special or unusual financial need. The third part of the application is the interview. All scholarship candidates will be required to interview with the scholarship committee face-to-face. It is the hope of all parties involved in this scholarship program that the 4-H applicant will also submit their Florida Awards/Scholarship Program Application to the State office for additional award/Scholarship opportunities.

All Scholarship Awards will be paid directly to the educational facility selected by the applicant. A scholarship is intended to be used for continued education within one year of the award. In the event the scholarship is not used within the year, the winner must present the Orange County 4-H Agent a written request for a time extension. Failure to submit this written request will result in the forfeiture of the scholarship award.

AUTHORIZATIONS:

I personally prepared this cover sheet and the attached Florida Awards Program Application. I certify that it is true and accurate.

Applicant Signature: _____ Date: _____

We reviewed the attached Florida Awards Program Application and believe it to be accurate.

Parent/Guardian Signature: _____ Date: _____

Orange County 4-H Agent Signature: _____ Date: _____

Final applications are due to the 4-H Office on the second Friday in May by 4:00 PM



4-H VOLUNTEER AWARDS NOMINATION FORM

(Nominations are due to the 4-H office on the first Monday in May by @ 4:00 PM)

Name of Nominee _____

Affiliation with 4-H: _____

What awards are you nominating this individual/organization for? Select all that apply.

Alumni of the Year

Rising Star Award

Partners in 4-H Award

Sara & Dan Nicholson Volunteer of the Year

Angel Award

Orange County 4-H Hall of Fame

What is your relationship with this individual/organization?

How does this individual/organization embody the values of 4-H?

In what ways has this individual/organization improved the lives of 4-H members?

Other comments

Your Name: _____

Contact Info: _____

Phone Number

Email