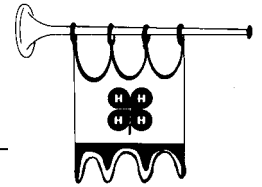


The Intermediate 4-H Project Report



Intermediate 4-H Member Record Book in Brief

Your *4-H Member Record Book* should include the following in a Green 4-H Folder or a three-prong folder **without** side pockets. **No document protectors will be allowed.**

1. The **Title Page** is where your name, your club(s) name, your signature and date as well as your parent/guardian signature and date goes.
2. A **Record Book Summary Sheet** is where you will put your name and address. List the 4-H club(s) that you belong to (listing your primary club first) and the number of years you have been in 4-H, including this year. You will also write your age as of September 1, 2009. Next you will need to circle or check your project division (Intermediate). List the projects and special interest projects that you completed this year. You will want to list them in order of importance to you and how many years you have worked in that project or special interest area. On this same **Summary Sheet**, you need to list any **Club Officer Record(s)** that you are submitting.
3. You will need an **Intermediate 4-H Project Report** for EACH project you completed this year. Member signature, parent/guardian and a Leader signature is required for each **Intermediate 4-H Project Report** submitted.
4. **Attachments** for your **4-H Member Record Book** may include: completed project books, 4-H care and feed books, special interest books, project book worksheets, your *project pictures or drawings not to exceed three (3) 8 ½ x 11 one-side-pages, *project story not to exceed two (2) pages neatly written in pen or typed on a 8 ½ x 11 one-sided-page in a 12 point double spaced font, and your Overall 4-H Story Sheet. (*Intermediates with non-livestock submissions, will need to include their *project pictures/drawings and their *project story within the Intermediate 4-H Project Report!*)
5. If you served as a 4-H club or county council officer and completed an **Officer Record Book** it goes *last* in your **4-H Member Record Book**.

***If you are submitting a 4-H Care and Feed Book, your 5 to 8 project pictures and a two (2) page project story neatly written in pen or typed on a 8 ½ x 11 one-side-page in a 12 point double spaced font will go in that document and not in the *Intermediate 4-H Project Report*.**

I**NTERMEDIATE (Ages 11-13)** ~ The *Intermediate 4-H Project Report(s)* should be neatly completed in pen. Submit a **SEPARATE *Intermediate 4-H Project Report*** for EACH project you completed this year. Fill in all the blanks. If a question does not apply, do not leave it blank; write on that line “this does not apply.” Attach no more than three (3) pages of *pictures or drawings with captions in your *Intermediate 4-H Project Report*. Write and attach a *project story, no more than two (2) pages neatly written in pen or typed on a 8 ½ x 11 one-sided-page in a 12 point double spaced font. Complete your Overall 4-H Story on the *Overall 4-H Story Form* included in your *Title Page* packet. You may add one additional page to create a two page Overall 4-H Story.

Intermediate 4-H members will need to include one completed *Title Page* and a *Record Book Summary Sheet* in the front of the *4-H Member Record Book*. Intermediate 4-H members also need to complete an *Intermediate 4-H Project Report* for each project completed. Signatures are required by the 4-H member, parent/guardian, and the 4-H Leader on each *Intermediate 4-H Project Report*.

If you have completed a 4-H livestock project, include the project *4-H Care and Feed Record Book* directly behind your *Intermediate 4-H Project Report* for that animal. (**Note:** the County Fair will accept the *4-H Care and Feed Record Book* for their record book requirements. If you use the *4-H Care and Feed Record Book*, you will need to complete only ONE for that project animal. Submit your *4-H Care and Feed Record Book* to the Fair Office by their deadline and pick it back up from them before the April 26th *4-H Member Record Book* check-in date so that you can use it in your *4-H Member Record Book*.) Your project leader must sign your *Intermediate 4-H Project Report* as well as your *4-H Care and Feed Book* before it is turned into the 4-H Office.

In the *Intermediate 4-H Project Report*, complete Section 1 as you start your new project. Sections 2 and 3 should be completed as you work with your projects throughout the year. Put together the *Intermediate 4-H Project Report*, with your project *pictures and *project story, and any project related books or worksheets. Each *Intermediate 4-H Project Report* should be preceded by a tabbed divider and followed by that projects related attachments. **However, pages enclosed in document protectors will not be accepted or judged.**

Section 1: Project Plans and Goals ~ completed at the beginning of the project

Section 2: Project Highlights ~ completed as you work on your project throughout the 4-H year

Section 3: Project Attachments ~ *pictures or drawings, *project story, project book or worksheets

***Project Pictures** ~ Attach no more than three (3) one-sided-pages of photos or you may provide drawings, of your project work throughout the year showing you and your project at the beginning and when completed; you must provide captions.

***Project Story** ~ Create and attach a story of some of your project experiences. Record the good and bad things you experienced during the 4-H year relating to your project. Remembering back, think about the things you've learned and include how you might apply what you've learned and how these things may help you later in life. This story should be no more than two (2) pages, neatly written in pen or typed on an 8 ½ x 11, one-sided-page, in a 12 point double spaced font.

Attachments ~ Attach project books or worksheets you have completed as evidence of this project's accomplishments.

Tabs should be used in putting the *4-H Member Record Book* together, and should follow the recommended order as described in *The How To Of Putting Your 4-H Member Record Book Together* document. Remember **pages enclosed in document protectors will not be accepted or judged.**

After books are judged, participants will receive a completion certificate and a year pin. Top *Intermediate 4-H Project Reports* may qualify to receive a project pin as special recognition. Intermediate 4-H members are also eligible for Outstanding Record Book and Outstanding Overall 4-H Member special recognition at the Awards Program.

***If you are submitting a *4-H Care and Feed Book*, your 5 to 8 project pictures and a two (2) page project story, neatly written in pen or typed on a 8 ½ x 11 one-sided-paper in 12 point double spaced font will go in that document and not in the *Intermediate 4-H Project Report*.** ❀ ❀