

## 4-H PROTEST FORM FOR PROJECTS AND COUNTY FAIR

DIRECTIONS: Please read the reverse side of this form before filling it out. For Fair, the completed form must be returned to 4-H staff at the fairgrounds within 24 hours of the incident. For other events, see your project superintendent for information on the proper process. Use additional sheets if necessary. **Note: Only 4-H members may fill out this form.** *(If a 4-H member requires special assistance to do so, reasonable accommodations will be provided. Please contact the 4-H Office.)*

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MEMBER NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_ CLUB: \_\_\_\_\_

PROJECT AREA: \_\_\_\_\_ LEADER'S NAME: \_\_\_\_\_

1. Please describe what you have already tried to do to resolve the situation, including who you asked for help. *You must try to resolve the situation informally before filing a Protest.* \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Please describe your Protest, *including the rule(s) you believe apply.*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Please describe the way you think the other person(s) involved would describe the same situation. If it is a procedure/rule and not a person, why do you think there is this procedure/rule?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. What would you like to have done about the situation?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. Based on your Protest, please tell us what changes you think we could make to prevent this kind of situation from happening again in the future?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



## PROCEDURES FOR FILING 4-H PROTESTS AT PIERCE COUNTY FAIR

*Please note: A “**Protest**” is different than a “**complaint**”. Only 4-H members (i.e., youth) may file **Protests**. A **complaint** is a better fit if you want to report inappropriate behavior on the part of a 4-H member, 4-H club or project leader, or superintendent. Any 4-H member, leader, parent, or concerned party can make a **complaint**. You can make a verbal **complaint** to a 4-H staff member or a written **complaint** by filling out a 4-H **Complaint Form**, available from 4-H staff.*

1. Before filing a Protest, a 4-H member must first try to resolve the issue informally by seeking the help of a 4-H club or project leader, or superintendent.
2. Decide if the Protest process is the best way to approach the situation. To help decide whether or not to file a Protest, ask yourself this question: can whatever caused my dissatisfaction be reversed, or “undone”? The formal Protest best fits a situation where you want to appeal a decision.
3. The 4-H member involved in the situation fills out the Protest Form on the reverse side of this page and returns it to their superintendent within 24 hours of the incident leading to the Protest. **Only 4-H members (i.e., youth) may file Protests. You must include the fair rule that they believe applies to the situation.** The form will be forwarded to the 4-H project superintendent.
4. The 4-H project superintendent will convene a 4-H project Protest Committee Meeting. The 4-H member, parents, leaders and others who are involved will be notified of time, date and location in order to represent their concerns at the meeting, if desired.
5. The 4-H project Protest Committee will discuss their findings with the 4-H project superintendent (if superintendent isn’t on the Committee) and develop recommendations.
6. The 4-H project superintendent will submit the Protest Committee’s recommendations to the 4-H faculty and the county Leaders Council.
7. The 4-H superintendent, the 4-H faculty and/or the county Protest Committee chairperson will advise those involved of the decision.