

**Clark/Klickitat/Skamania Counties**

 

**Annual 4-H Chartered Club Plan & Budget***Adapted from University of Florida 4-H “Club Charter Organizational Form”.*

**Please return this completed form to the Extension Office by December 1st.**

Club Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Facebook Group Page and/or Web Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Regular Meeting Place”: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Regular Meeting Date and Time: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Is Your Club Open to New Members? 🞏 Yes 🞏 No

Contact information to share with New Members: (can be phone/email)

**Leaders & Projects:** All projects listed here will be options for your club members in 4HOnline. If adding projects later in the year please contact the 4-H Office.

General Leader:

Project Offered:

Project Offered:

Project Offered:
Project Offered:

Project Offered:

Project Offered:

Co-Leader:

Project Leader:

Project Leader:

Project Leader:

Project Leader:

Project Leader:

Project Leader:

**Youth Club Officers:** (All 4-H Clubs are required to have youth club officers. If elections held later in year, provide updated information after officer elections) **\*REQUIRED POSITIONS**

**President\*:** **Reporter:**

**Vice President\*:**  **Recreation:**

**Secretary\*:**  **Historian:**

**Youth Treasurer\*:** **Sgt. at Arms:**

**Scrap Book:** **Other:**  \_\_\_\_\_\_\_

**Jr./Teen Leaders:**

 **Club Plans:** (State your Club Goals for the new 4-H year)

1.
2.
3.

**Service Project(s):** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Fundraiser(s):**

|  |
| --- |
| **Club Program Calendar (Clubs are required to meet a minimum of 6 times per 4-H Year.)** |
| **Month** | **Meeting Date(s)** | **Educational Focus** |
| October |  |  |
| November |  |  |
| December |  |  |
| January |  |  |
| February |  |  |
| March |  |  |
| April |  |  |
| May |  |  |
| June |  |  |
| July |  |  |
| August |  |  |
| September |  |  |

|  |
| --- |
| **Yearly Budget for October 1, 2019 to September 30, 2020** |
| **Item** | **Expense** | **Income** | **Totals** | **Balance** | **Actual\*** |
| **Projected IncomeFrom:** |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| **Total Income:** |  |  |  |  |  |
| **Projected Expenses:** |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| **Total Expenses:** |  |  |  |  |  |
| **Budget out of Balance Amount\*\*** |  |  |  |  |  |

\* The actual column is completed as the year proceeds. It helps determine if you are on track with your budget and is a great help in figuring next
year’s budget. \*\* A negative balance can be balanced with funds that may be available from last year. *The 4-H program is an educational program and clubs/groups may not maintain a high balance from year to year unless preapproved by Extension. Keeping a balance that will pay for 6 months of expenses is appropriate and allows the club/group a “cushion” if fundraising efforts are not successful (See WSU 4-H Policy 11.3).
\*\*\*If this form is due before your first club meeting please estimate what your fundraising and budget goals might be. If you feel the need to update your budget with the 4-H Office you can re-submit a copy later in the year.*