



## 4-H Chaperone Criteria – Asotin County

### Pre-Event

- Apply for necessary scholarships – encourage members to apply for them
- Discuss funding needed for trip (food, gas, other supplies as needed)
- Find out who received scholarships and record the amounts
- Collect funding money for all attending (youth and all chaperones), not just scholarship funds
- Gather paperwork (registration and health forms, etc.) and make a copy for yourself and bring with you on the trip
- Mark sure funds are mailed in by appropriate deadline
- Mail in registration, etc. papers by the appropriate deadline (remember to retain a copy)
- Arrange transportation: meeting locations, drop-off/pick-up, contact number for emergency, etc.
- Participate in pre-conference phone calls/meetings as needed (KYG and TC event, etc.)
- Suggested Activities for Trip
- Get to know “you” discussion and activities
- Get all county delegates included and support each other
- Look into chaperone curriculum (how to work with you)

### At the Event

- Supervise county delegates
- **Participate**
  - In chaperone meetings
  - In event activities (these can be divided between the county chaperones)
  - Organize county meetings
- Room checks

### Post Event

- Collect thank you notes from members to present to Leaders Council and Cecil Bond family and other entities that apply
- Gather members to present at the next Leaders Council Meeting about their trip

***For further information contact the Extension Office at 509-243-2009.***