



# 4-H Friday Update

November 4, 2016

WSU Grant-Adams Extension

[Friday Update Archives](#)

[4-H Online Registration](#)

[Grant-Adams Area 4-H](#)

[Youth Livestock Producers](#)

[Report Your 4-H Volunteer Hours](#)

[E-Learning for 4-H Volunteers](#)

[Frequently Requested Materials and Forms](#)

[Volunteer Training](#)



WSU Extension programs and employment are available to all without discrimination. Evidence of noncompliance may be reported through your local WSU Extension office.

Reference to commercial product(s), commercial entities, or trade names does not imply endorsement by WSU or bias against those not mentioned.

No endorsement of products or services is granted or implied by 4-H.

## In this Update:

- **Important Reminder: Due Dates**
- **Enrollment Help Sheets**
- **New 4-H Policies and Procedures Handbook**
- **4-H and NBC Want to Send You to Dollywood!**
- **Don't Regret Missing These Shirts!**
- **4-H 101 Leader Education Sessions**
- **Volunteers Needed for 4-H Mentoring Program**

## Happy Friday!

Re-enrollment and new enrollments are coming in steady, but we are only at about 20% of last year's enrollment count. If you have not yet enrolled, please try to do so as soon as possible (see pdf links below for enrollment help sheets). Most 4-H clubs should already be conducting meetings which include information about enrollment. If you have questions, please call your general club leader or myself at the Grant-Adams Extension office. Deadline for re-enrollment is December 1<sup>st</sup>.

To club general leaders, don't forget that the deadline is past for financials to be turned in! We are still accepting them because this is such an important piece to running a club. Lauren and I are working diligently to put all of the financials for our county 4-H program in order.

Leaders and teens: Do you have a project that you do in your club that you would like to share with others? You too can present during a 50 minutes time slot at Super Saturday on January 21<sup>st</sup> in Moses Lake. Or maybe you have information about fund raising or community services that works well for you. We would love to hear from you!

Have a great week! GO COUGS!!!

*WSU Extension Program Coordinator*  
[jmkiehn@wsu.edu](mailto:jmkiehn@wsu.edu)

## Important Reminder: Due Dates

**October 31<sup>st</sup>** - Annual Financial Records Were Due to Extension Office.

NOTE: for family groups and clubs that don't handle funds, they still must turn in a financial summary form with their club/groups information and write "do not handle funds". They also must turn in a hard copy or digital copy of their club/group meeting minutes for 2015-2016 4-H year. All 4-H Clubs/Councils/Committees that do handle funds must complete everything on the financial reporting list.

- [4-H Club Annual End of Year Financial Reporting List](#)

**December 1<sup>st</sup>** - Re-enrollment deadline for returning 4-H members (see help sheets below) and New Year Club/Group Plans Due - there is one form for clubs and one for family groups.

- [Annual 4-H Chartered Club Plan](#)
- [Annual 4-H Family Group Plan](#)

## Enrollment Help Sheets

### 4-H Online Enrollment Help Sheets:

- [Club Leader Login Help Sheet](#)
- [Returning Families Help Sheet](#)
- [New Families Help Sheet](#)
- [New Families Quick Start Guide](#)

## New 4-H Policies and Procedures Handbook

See the New 4-H Policy and Procedure Handbook at <http://extension.wsu.edu/4h/>  
Download [pdf HERE](#). (Replaces EM078E)

The updated policies/guidelines are in effect as of October 1, 2016

See an [outline of the 4-H Policy and Procedure Handbook with a list of changes HERE](#). (Outlined are some of the new and existing policies/guidelines that are of special interested to the Grant/Adams, Lincoln and East Adams County 4-H Youth Development programs.)



## 4-H and NBC Want to Send You to Dollywood!



Insider Exclusive! Dolly Parton's Christmas of Many Colors Circle of Love Photo Contest.

Submit your favorite holiday photo for the chance to see the premiere event of Dolly Parton's Christmas of Many Colors on November 22, 2016, starring 4-H alums, Dolly Parton and Jennifer Nettles!

**Hurry! You only have until 11:59 PM ET on November 13, 2016 to submit your photo. Enter now at [4-H.org/ChristmasofManyColors](http://4-H.org/ChristmasofManyColors).**

## Don't Regret Missing These Shirts!



Today is the final day in 2016 to order your 4-H State Shirts! Shirts that show your love for 4-H and your love for your state!

<http://www.4-hmall.org/Category/apparel-stateshirts.aspx?page=4&Sort=rank>



## 4-H 101 Leader Education Sessions

Those of you assisting with or planning to volunteer in the Grant, Adams, or Lincoln County 4-H **Volunteer program**, and who have not yet completed your certification training should mark your calendars and RSVP to attend a 4-H 101 Part 2 and Part 3 session. ALL three sessions are required; **Part 1 is online**, and Part 2 & Part 3 can be taken in one evening in a 3-hour time slot (see dates below). We have condensed these sessions to accommodate our volunteers. If you have not yet submitted your volunteer application, please do so by **October 31<sup>st</sup>** to the Extension office.

Dates set for 4-H 101 Leader Education sessions:

- **November 9 - Parts 2 & 3 6:00 - 9:00 p.m. - Ritzville Extension Office**
- **November 17 - Parts 2 & 3 - 6:00 - 9:00 p.m. - Moses Lake Fairgrounds, Huck Fuller Bldg.**

For questions, please contact: Jeannie, [jmkiehn@wsu.edu](mailto:jmkiehn@wsu.edu), 509-754-2011 ext. 4309

## Volunteers Needed for 4-H Mentoring Program

The Youth and Families with Promise 4-H Mentoring program offers youth in the K-5th grade fun and educational after school programming and the opportunity to work with a positive role model.

We need community member volunteers like YOU to join us and share your skills and interests once a week for one hour in a fun, safe environment where youth can learn and play while gaining the skills and encouragement they need to pursue their goals.



To become a volunteer, and for more information, contact Miette Dahlgren, 4-H Outreach Coordinator, 509-754-2011, ext. 4374 or email: [miette.dahlgren@wsu.edu](mailto:miette.dahlgren@wsu.edu).



- October 31 **Annual Financial Records Were Due to Extension Office**
- November 2016 **Report Your Volunteer Hours**  
<http://ext.wsu.edu/Volunteers/logon.aspx>
- November 9 **4-H 101 Leader Education Sessions**  
Parts 2 & 3, 6:00 - 9:00 p.m. - Ritzville Extension Office
- November 17 **4-H 101 Leader Education Sessions**  
Parts 2 & 3, 6:00 - 9:00 p.m. - Moses Lake Fairgrounds,  
Huck Fuller Bldg.
- December 1 Re enrollment Deadline for Returning 4-H Club Members – [Online Registration-https://www.4honline.com/](https://www.4honline.com/)
- December 1 [Annual 4-H Chartered Club Plan is Due](#)
- December 1 [Annual 4-H Family Group Plan is Due](#)
- January 21 **Super Saturday – More information TBA**

**Note:** Subject to Change. Watch for any location, date, or time changes in the Friday Update.

**Note:** If you have questions regarding **4-H Horse Club Events**, call Shannon Purdy at 509-771-3878.

**Note:** If you have an event you would like to add the calendar, please email [jmkiehn@wsu.edu](mailto:jmkiehn@wsu.edu)

**General 4-H Meeting Dates and Due Dates Listed Below**

## 4-H Meetings & Due Dates

**Grant-Adams 4-H Leaders Council** meets the **first Monday** of every other month; **7:00 PM**; (alternating between Moses Lake and Othello)

**Moses Lake (December, April, August) - Moses Lake meets at the Grant County Fairgrounds Fuller Building.**

**Othello (October, February, June) - Othello meets at Time Out Pizza.**

**Grant-Adams 4-H Area Meetings-** Area Council meetings are determined by your area.

**Grant County 4-H/FFA Livestock Sale Committee** meets the third Tuesday of the Month, **February through November, 7:00 PM**, Moses Lake, Grant County Fairgrounds Fuller Building.

**Grant-Adams 4-H Horse Leader Committee** meets the **first Thursday** of each month, **7:00 PM**, Moses Lake, Grant County Fairgrounds Fuller Building.

**Note:** Subject to Change. Watch for any location, date, or time changes in the Friday Update.  
[Meeting Minutes are Online](#)

### General Due Dates for Grant-Adams 4-H

October 31	<a href="#">4-H Club Annual End of Year Financial Reporting is Due</a>
December 1	Re enrollment Deadline for Returning 4-H Club Members – <a href="#">Online Registration-https://www.4honline.com/</a>
December 1	<a href="#">Annual 4-H Chartered Club Plan is Due</a>
December 1	<a href="#">Annual 4-H Family Group Plan is Due</a>
June 15	Secretary Books are Due to Extension Office
July 15	Pork Quality Assurance Needs to be Completed

### Annual Animal Ownership Dates for Grant County Fair

January 1	Dairy - Sale Springer & Bred Heifer Certificates are Due
April 1	Horse Ownership Certificates are Due
April 1	Beef Ownership Date (Weigh & Tag Day TBA)
May 1	All other Dairy Ownership Certificates are Due
May 8	Market Swine Ownership Date
May 12	Llama Ownership Date
June 15	Poultry Ownership Date
June 15	Rabbit Ownership Date
June 8	Market Goat Ownership Date (Weigh & Tag Day TBA)
June 10	Market Sheep Ownership Date (Weigh & Tag Day TBA)

### Annual Animal Ownership Dates for Adams County Fair

February 1	Dairy - Sale Springer & Bred Heifer Certificates are Due
April 1	Horse Ownership Certificates are Due
April 30	Beef Ownership Date
May 1	All other Dairy Ownership Certificates are Due
May 15	Poultry Ownership Date
May 15	Rabbit Ownership Date
June 12	Llama Ownership Date
June 15	Market Swine Ownership Date
June 15	Market Sheep Ownership Date
July 8	Market Goat Ownership Date

**Note:** If you have project animal issues (sickness, won't breed, or death,) please contact the Extension Office. Hardship cases will be considered to allow you to show at fair.

## Information for Volunteers and 4-H Club Volunteer Leaders

### 4-H Online Enrollment

<https://www.4honline.com/> (Use Chrome or Firefox Web Browser for online registration.)

- [4HOnline \(Washington\)](#)
- [Download Firefox web browser](#)
- [Download Google Chrome web browser](#)

### Report your Volunteer Hours Each Month

**WSU Volunteer Database**, <http://ext.wsu.edu/Volunteers/logon.aspx>

If you are a 4-H volunteer leader or a 4-H volunteer, you are **required** to record your volunteer hours at Your **user name** will be either your last name only or your first & last name with a space in between. The password is **password!** (don't forget the exclamation point).

[Download How to Report Volunteer Hours](#) — includes a timesheet to help you keep track of your hours. If you are unable to log in to the volunteer database or if you have questions, please call the Grant-Adams Extension office, 754-2011 ext. 4313.

### “Put the Child First” Online Volunteer Training for WSU Volunteers.

*(Mandatory for Returning & New Volunteers)* <http://extension.wsu.edu/4h/for-volunteers/volunteer-training/>

**Register for “Put the Child First”** - Fill in the requested information and press “Submit Request”. You will receive an automatic **Email with log-in information** to view the presentation. Your registration for the training will be kept in the system as proof of your participation.

### 4-H 101 Education Series Required for New Volunteers or New Club Leaders

*Are you thinking about starting a new 4-H club or family 4-H group? Are you planning to transition to be the club head leader? Are you signing up as a volunteer with 4-H for the first time? If so, please contact Jeannie Kiehn [jmkiehn@wsu.edu](mailto:jmkiehn@wsu.edu), 509-754-2011 ext. 4313.*

All volunteers signing up for the first time must submit [WSU Volunteer Application Forms Parts A & B](#) to the Extension Office for screening.

New volunteers or volunteers transitioning to become the head club leader are required to complete the three part 4-H 101 Education Series. This series will prepare you to oversee the administrative responsibilities of a 4-H club (insurance, taxes, finances), how to plan club programming and ensure you are up-to-date on WSU and state 4-H policies and procedures. The series is broken into three parts: 4-H 101 Part 1, [4-H Volunteer e-Learning Modules](#), is available online. (You will be directed to a window that requires a password.) The password is “volunteer”.

4-H 101 Parts 2 & 3 are held in-person. Call the Extension Office to schedule.

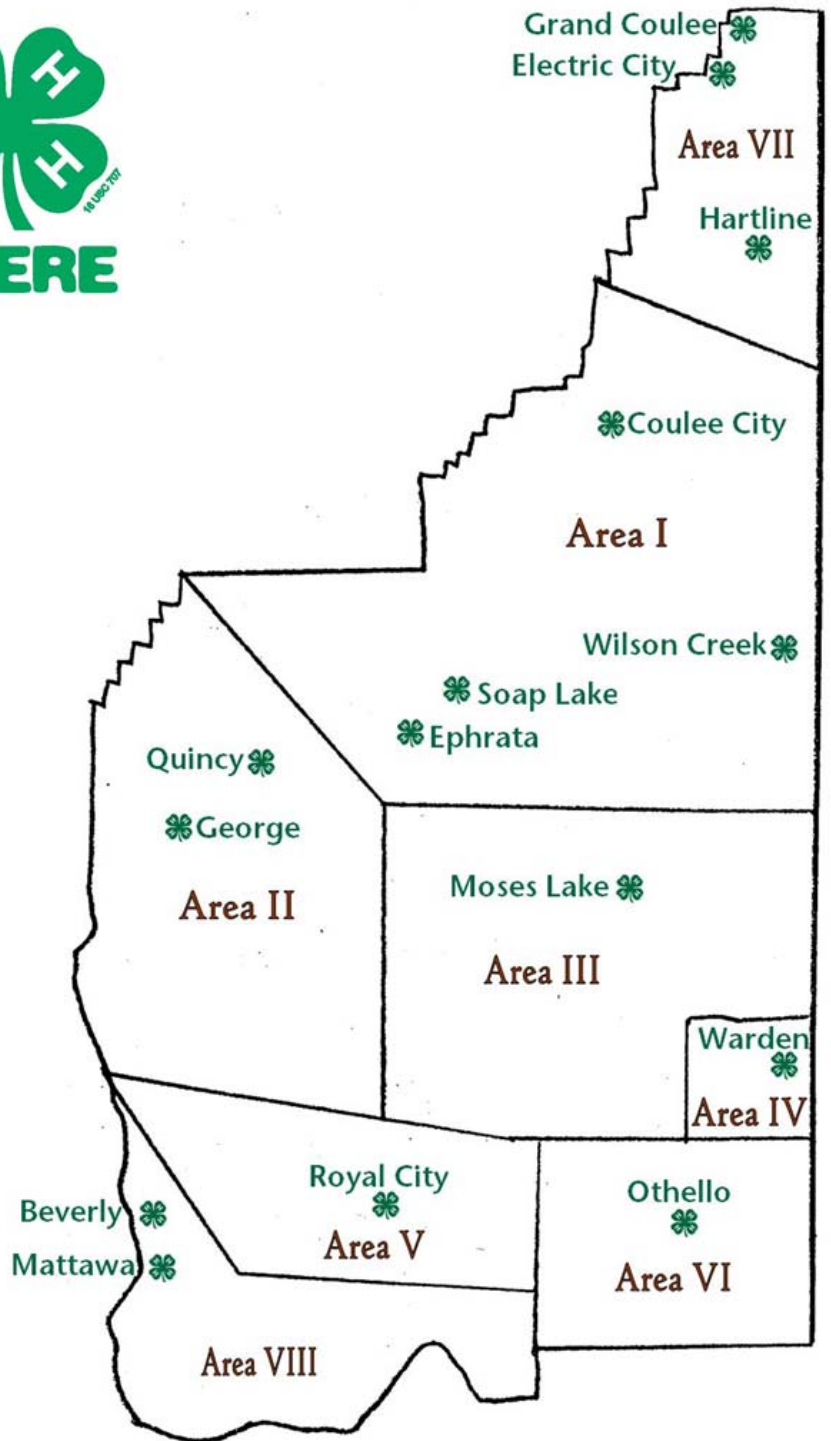
### Food Preservation Projects Leaders Online Training Required

Preserve the Taste of Summer is a series of eight online lessons for 4-H project leaders leading Food Preservation curriculum and activities, as well as the in-home consumer. All 4-H volunteers leading projects involving food preservation must have completed this training series to enroll as a Food Preservation Project Leader (this is in addition to basic volunteer screening and training).

[Register for the online course](#) - <http://preservesummer.cahnrs.wsu.edu/> to. To participate, you will need a computer manufactured in the last five years and have a stable internet connection. The cost of the series is \$25.00.

### Shooting Sports Training (Required for Shooting Sports Project Leadership)

**Additional 4-H Shooting Sports Training for specific shooting sports disciplines is required for certified 4-H volunteers to lead 4-H Shooting Sports Projects.** 4-H volunteers interested in leading shooting sports projects should contact Jeannie Kiehn at [jmkiehn@wsu.edu](mailto:jmkiehn@wsu.edu) or 509-754-2011 ext 4313. You will be notified when 4-H Shooting Sports Trainings are scheduled in WA or ID. [More info on WA State 4-H Shooting Sports.](#)



Grant/Adams County



WASHINGTON STATE UNIVERSITY  
EXTENSION