



Blaine County 4-H Gold Seal of Completion/ Record Book Completion



✓	Criteria for Complete 4-H Record Books
	Submit completed Record Book by September 30 th
	Enroll in and complete at least one project- if a market animal project is taken, a non-market animal project must also be taken
	Identify and achieve at least 3 overall goals for the 4-H year
	Include ALL required forms (“My 4-H year” and a “Project and Financial Journal” for each project in which you are enrolled)
	Participate in at least 3 additional learning activities; record them in your journal
	List any awards and honors received – both in 4-H and other
	Correctly complete all required forms
	If an animal is owned, keep records for it on the “Animal Journal” according to the type of project carried (i.e. breeding, market, companion, other)

2015-2016 Membership Status	✓
Member in Good Standing	
Membership Pending	

Record Book Completion	✓
Gold Seal of Completion	
Revisions needed	

If revisions are needed:
Date Returned:
Date Due:

✓	Components
	All forms securely attached inside the Record Book in the correct order
	Only current, approved forms used
	My 4-H Year
	Projects for This Year
	<ul style="list-style-type: none"> Enrolled in at least 1 project and list includes all projects enrolled in after May 1st Project name listed rather than Fair entries
	Goals for This Year
	<ul style="list-style-type: none"> 3 overall goals listed Realistic goals set
	Did You Meet Your Goals? Why or Why Not?
	<ul style="list-style-type: none"> Explained how goals were reached OR why they weren't accomplished
	Club & Project Meeting Participation
	<ul style="list-style-type: none"> Attended the minimum number of club meetings (6 club meetings, or 5 Club Meetings + Fair)
	Committees, and Offices Held
	<ul style="list-style-type: none"> Listed all committees/offices held (if applicable) and included a description of the duties for that office/committee
	Promotional Presentations
	Communication Activities
	<ul style="list-style-type: none"> Note: all 4-H members should participate in a demonstration/illustrated talk each year at the club or county level
	Awards & Honors
	<ul style="list-style-type: none"> Include all awards & honors received throughout the year, especially those in 4-H
	Activities, Events, and Experiences
	<ul style="list-style-type: none"> Include both 4-H and non-4-H activities
	4-H Club Leader(s) signature(s)
	4-H Member signature

✓	Components
	Non-Animal Project Journal & Financial Record
	One Project Journal filled out for EVERY project enrolled in after May 1st
	Project Goals for This Year
	<ul style="list-style-type: none"> • 3 overall project-specific goals listed
	Did You Meet Your Goals? Why or Why Not?
	<ul style="list-style-type: none"> • Explained how goals were reached OR why they weren't accomplished
	What you did...What you learned...When you did it! (Project Journal)
	<ul style="list-style-type: none"> • Recorded activities related to this project such as project meetings, workshops, trainings, etc.
	Project Finances
	<ul style="list-style-type: none"> • Correctly record all income and expenses related to the project • If items/supplies were not personally purchased, indicate if they were borrowed, donated, etc.
	Activities Page
	<ul style="list-style-type: none"> • Complete at least 7 project activities (found in the project book) OR approved project-related activities
	4-H Project/Club Leader(s) signature(s)
	Animal Project Journal & Financial Record
	One Project Journal filled out for EVERY project enrolled in after May 1st
	Project Goals for This Year
	<ul style="list-style-type: none"> • 3 overall project-specific goals listed
	Did You Meet Your Goals? Why or Why Not?
	<ul style="list-style-type: none"> • Explained how goals were reached OR why they weren't accomplished
	What you did...What you learned...When you did it! (Project Journal)
	<ul style="list-style-type: none"> • Recorded activities related to this project such as project meetings, workshops, trainings, etc.
	Value of Animal(s) Purchased/Owned/Possessed
	<ul style="list-style-type: none"> • Correctly record the value of animals(s) prior to starting this project , along with animals purchased during the project (Total A)
	Value of Animals Owned at End of Project
	<ul style="list-style-type: none"> • Record all animals owned; if no animals owned, write n/a • Record total value; if no animals are owned, a value of \$0.00 should be recorded (Total B)
	Feeding Record
	<ul style="list-style-type: none"> • Calculate the monthly amount and price of feed, along with total price/unit for each type of feed • A total feed cost should also be calculated and be recorded (Total C)
	Market Animal Growth Record (Market Animals ONLY)
	<ul style="list-style-type: none"> • Correctly record animal growth and calculate total weight gain, average daily gain, and feed cost per pound of gain
	Health Care Chart
	<ul style="list-style-type: none"> • Record all health-related expenses OR indicate that there were no health-related expenses • Total Health Care cost recorded (Total D)
	(other) Expenses
	<ul style="list-style-type: none"> • Include any expenses not recorded anywhere else (Total E)
	Sales Record
	Project Summary
	Production Record (Breeding Projects ONLY)
	Activities Page
	<ul style="list-style-type: none"> • Complete at least 7 project activities (found in the project book) OR approved project-related activities
	4-H Project/Club Leader(s) signature(s)

