

Northeast 4-H Project Book Competition Guidelines

Revised July, 2010

Objective

To encourage 4-H members to provide complete, accurate information about all aspects of the club year with emphasis on the project records.

Definition

A project book contains:

- Completed record book(s), included for all project options taken.
- Completed portion of project manual as required, for the current year only.
- Information about the member, club, and activities.
- An essay – The junior member essay is considered the “Story of My 4-H Year” in the record book. Intermediate and senior members write a separate essay.

Project Groups

1. Beef
2. Horse
3. Other Animals – Sheep, Swine, Canine, Llama, Dairy, Goat, Rabbits, Pheasant
4. Environment - Environment, Nestbox, Outdoorsman, Wildlife Habitat
5. Life Skills - Clothing, Food, Interior Design
6. Crafts
7. Trades - Automotive, Small Engine, Snowmobiling, Welding, Woodworking
8. Creative Options
9. Miscellaneous - Computer, Photography, Theatre Arts, Judging, Leadership, etc

Note: In an effort to make more books eligible for prizes, the following was approved: For Project Groups 3,4,5,7, & 9, a member may choose to make individual books per project and have each one judged separately. For example: a members' project group is “other animals” and he/she had sheep and rabbits as projects. He/she may make 2 books and be judged individually on each book; qualifying them for a prize for each.

Age Categories (as of January 1 of the club year)

Junior - members 9, 10 and 11 years of age

Intermediate - members 12, 13 and 14 years of age

Senior - members 15 to 20 years of age

Levels of Competition

Project books are judged at three levels: club, district, and regional. Entering a project book into any level of competition gives consent to displaying the project book to the public at 4-H events.

Eligibility

All 4-H members in the Northeast Region can enter project books at club level. To qualify for the next competition level (District and Regional) project books must:

- place first in their category and project group
- meet minimum point requirements: 125 / 170
- include the judge's comment and score sheets in the book in a sealed envelope

Committee Responsibilities

At each level of competition project book committees are responsible for:

- judging all project books using score and comment sheets attached
- ensuring a judge has not marked at another level of the competition the same books in the same year
- choosing one junior, one intermediate, and one senior project book in each project group to advance to the next level
- breaking all ties at their competition level
- sending the first place project books in each category to the next competition level by the deadline stated
- checking that minimum point requirements are met and judge's score and comment sheets are sealed in a separate envelope in the front of the project books
- providing a contact name and telephone number for the committee at the next level

Club level

Judge all books. The leader is responsible to ensure only information and pictures of Achievement Day and summer programs are added after club level judging.

District level

Judge first place project books from each club. Project books must be given to the Regional Project Book Committee by September 15.

Regional level

Judge project books from district competitions. Give the winners' names to the Regional 4-H Specialist by October 15. Deliver all project books placing in the top three to Regional 4-H Forum and all other project books to the November Regional Meeting. People must sign for any project books taken. Each District is responsible for organizing the regional level judging on a rotational basis and will be provided with a handbook guide to organize the competition.

Note: The following scores were approved:

First Place: 151-170 points

Second Place: 141-150 points

Third Place: 125-140 points

Where there are several books entered in a class and, for example, there are 3 that placed from 151-170 points, the one with the most points would be 1st, next would be 2nd, etc. If there is only one book per class, the above guidelines would be followed. *There may not necessarily be a first place book if the points are not high enough.*

Awards

First Place: Certificate and \$45.00
Second Place: Certificate and \$35.00
Third Place: Certificate and \$25.00

Presentation of awards and display of all project books placing first, second and third will be at the Regional 4-H Forum.

Changes

A committee will present proposed changes to the project book guidelines every third year. This committee will form at the November regional meeting and present the proposed changes at the annual meeting in January. The proposed changes will be voted upon at the April regional meeting and if approved, will be effective November 1 for the new 4-H year.

Essay Guidelines

All 4-H members in this competition will be judged on a written essay.

- **Junior** – “Story of My 4-H Year” in the record book is considered the essay. Junior members are not required to produce an additional essay.
- **Intermediate & Senior** – Required to write a separate essay. See guidelines below.

Format

Be sure that your essay is:

- legibly handwritten or word processed
- on one side of paper only
- consistent with the length of a standard 5 paragraph essay (see below)

Topic

The topic must be related to 4-H or your 4-H project. Choose a topic that is appropriate for your age level. For example:

- Intermediate The benefit of helping junior members
 The role of my 4-H leader
- Senior Issues facing the _____(project) industry today
 Is competition a beneficial part of 4-H?

Once your topic is chosen, you should decide on the three most important points for your topic. Each of these points will make up one of the 5 paragraphs. For example:

TOPIC - The role of my 4-H leader

- MAIN POINTS
1. Keep the club organized and informed
 2. Help the club members learn about their projects
 3. Act as a role model to the club members

Standard Essay Format

Your essay will be that of a standard 5 paragraph essay. Each paragraph begins with a catchy, topic sentence and ends with a concluding sentence. The information contained within the paragraph must remain on topic (as stated in the topic sentence).

Each of the 5 paragraphs has a special purpose:

- Paragraph 1 - Introduction
 - Catchy, opening line that grabs reader's interest
 - State the issue or main topic of the essay
 - Introduce the 3 main points of the essay

- Paragraph 2 – Main Point #1
 - Topic sentence that introduces the first of your three main points
 - Provide supporting information and examples for your first main point
- Paragraph 3 – Main Point #2
 - Topic sentence that introduces your second main point
 - Provide supporting information and examples for your second main point
- Paragraph 4 – Main Point #3
 - Topic sentence that introduces your third (and most important) main point
 - Provide supporting information and examples for your third main point
- Paragraph 5 – Summary and Conclusion
 - Topic sentence that is catchy and re-introduces your main topic or issue
 - Restate your three main points in the order they appeared in the essay
 - State any final conclusions or summaries
 - Closing sentence should be catchy, strong, and thought provoking

You are encouraged to use resources available at your library, school, or on the internet to add facts, quotes, and other supplemental information to your essay.

Organization, neatness, originality, and accuracy (including spelling and punctuation) contribute to the overall score and are taken into account when grading the categories below.

- **Format** _____/10
 - Cover/Title page (includes name, club, project, year, and level)
 - Table of contents and dividers
 - Durability and suitability

- **Member Information** _____/10
 - Paragraph including name, project, interests, and future goals

- **Club Information** _____/10
 - Meeting notes, program plans, executive and committee listings

- **Record Book / Project Work** _____/60
 - Complete, legible, neat, accurate
 - Include all record books for options in project taken (no extra points given)
 - Include project work from current year (for applicable projects)

- **News** _____/20
 - All articles dated and source listed
 - Explain why the article is included

- **Activities** _____/30
 - Include any event from club level to provincial level
 - Tell about member involvement in the activities

- **Essay** _____/30
 - * Junior – “Story of My 4-H Year” in the record book
 - * Intermediate/Senior – Essay on 4-H related topic of choice

Total _____/170