

# University of Illinois Extension

## Illinois State 4-H Key Award



### **Description of State 4-H Key Award Program**

The Illinois State 4-H Key Award is a statewide recognition program, sponsored for older 4-H members. The purpose of the award is to reward members exhibiting *outstanding leadership, community service, and mentoring during their 4-H involvement.*

Applicants must be 4-H members who are 16-18 years of age by September 1 of the 4-H year in which they are applying on the state level. (*September 1 prior to the January date the application is submitted*) A maximum of three applications per Illinois county 4-H program may be submitted for award consideration each year.

A maximum of 30 4-H members will be recognized as State 4-H Key Award recipients each year. A member may receive this recognition only once; once they have been named as a State 4-H Key Award recipient, they may not reapply. Winners will be recognized at the Illinois 4-H Recognition event held in the fall of the year.

### **Application Submission**

The five-page application must be completed by the 4-H member. No additional pages will be accepted for this portion of the application. In addition, the 4-H member is required to request and submit two Reference Evaluations from people who are familiar with their work in the award focus areas. Family members should NOT be asked to complete Reference Evaluations. Reference Evaluations are to be returned to the 4-H member in sealed envelopes with the submitter's signature across the seal of the envelope. Members can clip the envelopes to their application for submission.

County deadlines are set at the discretion of the local Extension staff or 4-H recognition committee, but should be widely promoted among youth who are eligible to apply for this award. The county nominees' applications must be submitted to the State 4-H Office at the same time as the State 4-H Award Applications. These are due each year with an early January postmark deadline (generally within the first week of the new year).

Signatures of the 4-H member, parent, and an Extension staff member are required (*page 7*) for the application to be considered by the state evaluation committee.

### **Judging on the Local Level**

A selection committee should complete selection of the county's nominees to the state contest by mid-December. Suggestions for members of the committee include, but are not limited to: County Extension Director or Council President; volunteer 4-H leaders; County Foundation President; 4-H Federation or Ambassador members; and/or Unit 4-H volunteers. To avoid the appearance of impropriety, none of the selection committee members should have any personal ties to any of the applicants for this award.

If county selection is necessary to nominate the three applicants, then and only then are the Reference Evaluation letters allowed to be opened by the selection committee. If this is necessary, a letter to the State 4-H Office from the County Extension Director must accompany the application explaining the opened letters.

## **Award Sponsorship**

The Illinois 4-H Foundation, Inc. is the sponsor of this program as part of the University of Illinois Extension 4-H Recognition Program. We would like to specifically thank the H. Richard and Sarah F. McFarland Endowed 4-H Youth Leadership and Character Development Support Fund for its financial support of this award.



# University of Illinois Extension Illinois State 4-H Key Award



Name \_\_\_\_\_

Home Address \_\_\_\_\_ College Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_ City/State/Zip \_\_\_\_\_

Cell Phone \_\_\_\_\_ / \_\_\_\_\_ Home Phone \_\_\_\_\_ / \_\_\_\_\_

4-H Age (*as of Sept 1*) \_\_\_\_\_ Gender \_\_\_\_\_ Date of Birth \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Year in School \_\_\_\_\_

4-H Enrollment County \_\_\_\_\_ Email \_\_\_\_\_

## Section I – 4-H Leadership Involvement

Indicate involvement or awards earned throughout your 4-H membership. This information is NOT limited to the past program year. Do not duplicate items throughout this application. *(This section is worth a maximum of 30 points.)*

	Yes	No
<b>A. Club/County/Unit Level Leadership</b>		
1. Extension Council or 4-H Youth Committee	<input type="checkbox"/>	<input type="checkbox"/>
2. County, Multi-County or Unit 4-H Committees ( <i>Limit 2</i> )		
a. _____	<input type="checkbox"/>	<input type="checkbox"/>
b. _____	<input type="checkbox"/>	<input type="checkbox"/>
3. County 4-H Federation Officer ( <i>or officer in equivalent group</i> )	<input type="checkbox"/>	<input type="checkbox"/>
4. County 4-H Ambassadors	<input type="checkbox"/>	<input type="checkbox"/>
5. Teen Teacher	<input type="checkbox"/>	<input type="checkbox"/>
6. Teen Mentor	<input type="checkbox"/>	<input type="checkbox"/>
7. Teen Advocate ( <i>Citizen Scientist, Hunger Advocate, etc.</i> )	<input type="checkbox"/>	<input type="checkbox"/>
8. County 4-H Show Assistance ( <i>Jr. Superintendent, Clerk, Runner, etc.</i> )	<input type="checkbox"/>	<input type="checkbox"/>
9. Officer Training Instructor	<input type="checkbox"/>	<input type="checkbox"/>
10. Club Officer ( <i>Limit 1</i> ):	<input type="checkbox"/>	<input type="checkbox"/>
11. Other Club/County/Unit Leadership: ( <i>Limit 2</i> )		
a. _____	<input type="checkbox"/>	<input type="checkbox"/>
b. _____	<input type="checkbox"/>	<input type="checkbox"/>

*(continued on next page)*

**Yes      No**

**B. Multi-Unit and State Level Leadership**

- |  |                          |                          |
|--|--------------------------|--------------------------|
| 1. Illinois State 4-H Youth Leadership Team  | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. State Event Planning Committee ( <i>i.e. Illini Summer Academies – List 1</i> ) |                          |                          |
| a.   | <input type="checkbox"/> | <input type="checkbox"/> |
| <hr/>  |                          |                          |
| 3. Multi-Unit or Regional Leadership Conference Planning Committee                 | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. <i>Speaking for Illinois 4-H Roster – Legislative Connection</i>                | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. National 4-H Conference (Washington, D.C.) – Illinois Delegate                  | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Citizenship Washington Focus - Illinois Delegate                                | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Camp Counselor/Staff  | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. State Fair Project Assistant or 4-H Marketing Staff                             | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. State Curriculum Event Committee ( <i>i.e. Shooting Sports, Robotics</i> )      | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. Other Multi-Unit/State County Leadership Positions:                            |                          |                          |
| a.   | <input type="checkbox"/> | <input type="checkbox"/> |
| b.   | <input type="checkbox"/> | <input type="checkbox"/> |

**C. National Level Leadership**

- |   |                          |                          |
|---|--------------------------|--------------------------|
| 1. National 4-H Conference Planning Committee   | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. National 4-H Congress Leadership Team or Design Team                                 | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. National Youth Summit Delegate   | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. National 4-H Council Youth Science Program Representation ( <i>Washington D.C.</i> ) | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Other National 4-H Leadership: ( <i>Limit 2</i> )                                    |                          |                          |
| a.  | <input type="checkbox"/> | <input type="checkbox"/> |
| b.  | <input type="checkbox"/> | <input type="checkbox"/> |

**D. Leadership Recognition Received**

- |   |                          |                          |
|---|--------------------------|--------------------------|
| 1. State 4-H Award Winner   | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. 4-H Experience Diamond or Emerald Award Recipient                                    | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. I Dare You Award Recipient ( <i>must have been awarded through the 4-H program</i> ) | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Other 4-H Leadership Awards: ( <i>Limit 2</i> )                                      |                          |                          |
| a.  | <input type="checkbox"/> | <input type="checkbox"/> |
| b.  | <input type="checkbox"/> | <input type="checkbox"/> |

*(continued on next page)*

## **Section II – Community Service Involvement**

Answer the questions below as noted. Use ONLY the ½ page that is allotted for each question; no additional lines or pages may be added. (*This section is worth a maximum of 30 points.*)

**List the 4-H Community Service projects you have been involved in:**

**How have you used your 4-H experiences to help others and/or your community?**

*(continued on next page)*

*Section II – Community Service Involvement – continued*

**Describe in detail your most significant community service work and the results of your involvement.**

**Section III – Mentoring**

Answer the question below as noted. Use ONLY the ½ page that is allotted for the question; no additional lines or pages may be added. *(This section is worth a maximum of 20 points.)*

**Describe how you have served as a mentor to other youth using the expertise gained from your 4-H experience(s).**

*(continued on next page)*

## Section IV – Reference Evaluations

**Two (2)** completed reference evaluations must be attached to this application. One must be from a 4-H-related individual (4-H leader, Extension staff member) familiar with your 4-H work. The second may be from another individual in the community (teacher, neighbor, mentor, etc.) Neither of the evaluations should be completed by a family member! Note: You will need to make copies of the evaluation form for all reference evaluators.

Each evaluator should place the completed form in a sealed envelope with the applicant's name on the front and the evaluator's signature across the seal. Envelopes should be returned to the 4-H member for attachment to the application. **Envelopes MUST be sealed when received by the state selection committee!** (See one exception in "Judging on the County Level.") (*This section is worth a maximum of 20 points.*)

## Certification

I have read the foregoing application and statements in full, and to the best of my knowledge the information is true and accurate. (*ALL signatures are required for selection purposes.*)

Signatures:

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Applicant

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Parent or Guardian

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Extension Unit Representative

# University of Illinois Extension State 4-H Key Award Reference Evaluation



Name of Applicant \_\_\_\_\_

Name of Evaluator \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Check one: \_\_\_ Extension Staff \_\_\_ 4-H Volunteer \_\_\_ Other: \_\_\_\_\_

Evaluator, please rate the applicant on the following, by placing an “x” in the appropriate box. (*\*-unknown and 1-poor to 5-excellent*). Written statements will NOT be accepted in lieu of this form. Each evaluator should place the completed form in a sealed envelope with the applicant’s name on the front and the evaluator’s signature across the seal. Envelopes should be returned to the 4-H member for attachment to the application. Family members should NOT be asked to complete Reference Evaluations.

## Leadership

Unknown    Poor – to – Excellent  
\*    1    2    3    4    5

1. Ability to work w/ different and diverse audiences
2. Does fair share of work on joint projects; Is an effective team member
3. Communicates ideas effectively
4. Ability to get others to work together; Compromise
5. Manages group and individual resources carefully (*time, funds, etc.*)
6. Is respected by peers
7. Works effectively in youth/adult partnerships

	*	1	2	3	4	5

## Community Service

1. Involvement in community service activities
2. Willingness to work with others, irrespective of diversity within a group
3. Participates in community service projects of local importance
4. Volunteers to assist; carries through with responsibilities
5. Ability to work w/ authority figures to planning community service activities


## Mentoring

1. Listens and guides mentees effectively (*is not “bossy”*)
2. Serves as an appropriate role model
3. Accepts guidance from others
4. Exhibits enthusiasm in teaching specific subject matter
5. Exhibits appropriate behavior in public venues


Signature of Evaluator: \_\_\_\_\_ Date: \_\_\_\_\_