



OKLAHOMA 4-H

Request for Official Approval for Establishment of a 4-H Youth Club

Chartering is the process by which a group is recognized as a 4-H club by the Oklahoma Cooperative Extension Service.

OFFICIAL APPROVAL FOR NEW 4-H UNIT

On the basis of the stated purpose(s), the

_____ (name or type of group) is authorized to use the 4-H name and emblem in connection with its program and activities and is considered an official 4-H unit of the Cooperative Extension Service.

Date _____

Extension Educator

Name of Club:

Type of Club:

(See reverse side for definitions.)

Meeting Location:

Time:

Purpose of Group:

(See reverse side for examples.)

I/We understand the following:

- The use of the 4-H name and emblem is granted on the basis that membership in the 4-H group named above of the Oklahoma Cooperative Extension Service is open to all eligible persons regardless of race, color, national origin, gender, religion, age, or disability and is an Equal Opportunity Employer.
- The 4-H club/group is the local learning group in which 4-H members are involved. Club activities are critical to 4-H as they advocate both leadership and cooperation among club members. 4-H club activities encourage members:
 - F to develop decision-making skills
 - F to cooperate in group or team efforts
 - F to practice and refine leadership abilities
 - F to develop skills in group communication
 - F to try new and different ideas
 - F to gain new knowledge and skills
 - F to take pride in group or team endeavors
 - F to build self-confidence

The qualifications necessary to obtain a charter include:

1. a membership of at least five 4-H members from two or more families,
2. an approved/certified volunteer leader to supervise the organizational needs and programs of the club,
3. an appropriately structured group, utilizing a leadership team of officers,
4. the utilization of a team of volunteers supporting the workings of the club and the clubs involvement/activity above the local club levels,
5. a calendar of planned educational programs and activities for a minimum of six months, and
6. approval of the county Extension professionals.

To maintain a charter, a 4-H club is asked to:

1. Submit annual set of *Monthly 4-H Meeting Planning Guides* to the county Extension office. Keep OCES informed of changes and additions.
2. Actively recruit and meet regularly with volunteers and youth from a variety of racial, ethnic, religious, and socioeconomic groups in your community.
3. Complete an end of year report of club activities and submit to county Extension office.
4. Provide an annual financial accounting to county Extension educator(s) for any funds raised or collected in the name of 4-H including account numbers and balances.
5. Complete a regular enrollment process for 4-H members and volunteers.
6. Have a team of local parent(s)/volunteer(s) attend Parent-Volunteer Training opportunities.

Signature of Volunteer(s) or Other Person(s) in Charge of 4-H unit/club

Date