



COUNTY 4-H CLUB PROFILE
20__-20__ Program Year
REGISTRATION & INFORMATION FORM DUE: October 1

MICHIGAN STATE UNIVERSITY | Extension

Information provided on this form will be used to build the club directory for the county for member recruitment; update our club mailing list; and update 4-H Online club profiles. Current information is needed to ensure we have accurate records.

NAME OF CLUB: _____

WHERE ARE YOUR CLUB MEETINGS HELD: _____

CLUB MEETING DATES & TIME: _____

PERSON TO CONTACT ABOUT JOINING:

(Name)

(Telephone Number)

(Email Address)

AGES & PROGRAMS OFFERED (check all that apply):

☐ Cloverbuds (5-7) ☐ 8-12 ☐ 13-19 ☐ Teen Leaders ☐ 18-26 (adults with disabilities)

MAXIMUM CLUB MEMBERSHIP ENROLLMENT: _____

(Please remember clubs with capped membership are required to keep a waiting list)

DOES YOUR 4-H CLUB TAKE NEW MEMBERS AT ANY TIME DURING THE YEAR?

Yes or No - If no, what is your deadline for taking new members? _____

DO MEMBERS PAY CLUB DUES? Yes or No (If yes, how much?) \$_____

CLUB WEBSITE (SOCIAL MEDIA) ADDRESS: _____

4-H CLUB ADMINISTRATIVE LEADER(S): (include name, email address, phone number)

PROJECT LEADERS: list all project leaders for your club and the project(s) they lead; attach additional page if needed.

DOES YOUR CLUB ELECT OFFICERS: Yes or No

President: _____ Vice-President: _____

Treasurer: _____ Secretary: _____ Other: _____

Projects offered in club please mark an X next to each project that your club offers:

☐ Aerospace	☐ Communication	☐ Health and Fitness	☐ Rabbits/Cavies
☐ Ag in the Classroom	☐ Community Service	☐ Horse and Pony	☐ Robotics
☐ Agronomy	☐ Digital Technology	☐ Horseless Projects	☐ Proud Equestrian Program
☐ Alpacas and Llamas	☐ Dairy Cattle	☐ Horticulture	☐ Safety
☐ Animal Evaluation	☐ Dogs	☐ Introductory 4-H Projects (Cloverbud)	☐ Service Learning
☐ Aquatic Science	☐ Emus and Ostriches	☐ Leadership Development	☐ Sheep
☐ Beef	☐ Engines/Transport	☐ Leisure Education	☐ Small Animals/ Pocket Pets
☐ Biological Sciences	☐ Entomology/Bees	☐ Life Skills	☐ Soils and Soil Conservation
☐ Birds and Poultry	☐ Environmental Resources	☐ Meat and Food Science	☐ Swine
☐ Business/ Entrepreneurship	☐ Environmental Science	☐ Mechanical Sciences	☐ Veterinary Science
☐ Career/Workforce	☐ Expressive Arts	☐ Outdoor Education	☐ Wildlife and Fisheries
☐ Cats	☐ Financial Literacy	☐ Physical Sciences	☐ Other: _____
☐ Child Development	☐ Food and Nutrition	☐ Plant Science	_____
☐ Civic Engagement	☐ Global/Cultural Education	☐ Poultry Science/Embryology	_____
☐ Clothing & Textiles	☐ Goats		
☐ College/Independent Living	☐ GPS/GIS		

ACTIVITIES YOUR CLUB OFFERS: (Social activities, roller skating party, fundraising projects, etc):

The following guidelines are established as best practices for 4-H clubs. All 4-H clubs are expected to annually follow these parameters.

- A 4-H club consists of at least 5 youth from 2 or more families, supported by at least 2 gold level registered adult volunteer(s).
- The recommended ratio of adult to youth is 1:8; 1:6 for Cloverbuds.
- 4-H clubs meet a minimum of 6 times per year.
- 4-H clubs are expected to adhere to all policies set forth by USDA, MSU, Michigan 4-H, and local county programs to remain in good standing and maintain their charter. Policies include but are not limited to:
 - Volunteer Selection Process
 - 4-H Guiding Principles
 - Youth and/or volunteer code of conduct
 - Branding standards; use of 4-H name and emblem
 - Civil Rights procedures
 - Financial processes and policies outlined in the Financial Manuals, including fundraising, chartering, disbanding
- 4-H clubs must get written approval from 4-H staff before holding a fundraiser or asking/soliciting for or receiving donations of money, grants, or other items. Club must collect sales tax on taxable items and remit payment to MSU.
- All flyers or promotional items must be approved by the 4-H staff before being distributed.
- If a club is making a group purchase of taxable merchandise, they can get a Michigan Sales and Use Certificate of Exemption from the MSU Extension office.

Community Leader Signature

Date