

Dear Advisors:

From the staff here - best wishes for a happy holiday season and a prosperous new year. We are truly thankful for the time and energy you give to this program. Call if you have questions.

Sincerely,

Beth Miller

Elizabeth M. Miller

Extension Educator, 4-H Youth Development

Auglaize County



cc 4-H Committee

Proposed Fair Dates

2021 Auglaize Co. Fair - August 1-7

2021 Ohio State Fair - July 28 - August 8

Quality Assurance 2021

Deadline to complete quality assurance is June 10 - that meets the law regarding 45 days before county fair. No exceptions can be granted. We have been told the 45 day rule will be enforced in 2021. We are working on a plan for QA within current guidelines. I hope to share details soon.

Advisor Interest Sheet

Please complete and return your interest sheet by December 15, 2020. Please share your current contact information on this sheet in addition to updating the database. If your information changes, please update it throughout the year.

Changing Clubs

There are times that families choose to change from one 4-H club to another. If your family is in that situation, please understand that you are not automatically transferred as an advisor to the new club. You must contact that club's organizational advisor and offer your volunteer services. It is up to the new club to accept more volunteers.

BCI Rescreening

If you are due to be rescreened with a BCI check - you will receive a letter this fall. If you do not receive a letter, then you are scheduled to do your BCI in a different year. Please follow the information in that letter and meet the deadline shared in the letter. BCI reports are sent directly to OSU HR and they approve you on the database, we are not a part of that process. *You will need to re-enroll on the database prior to having your prints done.*

Re-enrollment/Standards of Behavior

You can re-enroll online at any time until April 15, 2021. You will be required to sign the standards of behavior and give photo permissions online. Volunteers failing to re-enroll online by April 15 will not be recognized as volunteers for 2021. Great time to re-enroll and complete your child protection training!

Annual Volunteer Training

Every 4-H volunteer is required to be trained annually on information regarding child abuse and reporting. Volunteers failing to be certified in this training cannot be re-enrolled. Online training needs to be completed by April 15. We will send the links to the training in January.

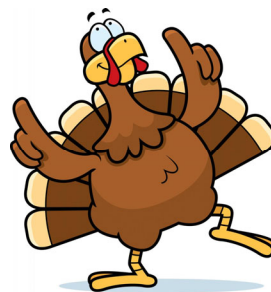
New Volunteer Training Requirements Coming in 2022

New mandatory statewide volunteer training requirements will go into effect in 2022. This requirement is in addition to the child protection training. We will share more information in 2021, but I wanted you to see the future requirements. The requirement reads as follows: On an annual basis beginning in 2022, to remain active and in good standing for the upcoming 4-H year, all current Ohio 4-H volunteers:

- Must participate in trainings covering at least one topic from each of the two identified volunteer competencies.
- Each of these topics must be a minimum 30 minutes for a total of no less than an hour, with the best practice being a total of 2 hours.
- These trainings may be offered consecutively at one event or multiple events.
- These trainings are required in addition to the Ohio State University Extension Recognizing & Reporting Child Abuse (Policy 1.50) training.

The competency topics will be on a rotational basis:

- 2022 - communication and program management
- 2023 - education design & delivery and interpersonal characteristics
- 2024 - organization and positive youth development



Club Financial Summaries & 990 Forms & Charter Applications

A reminder that club financial reports and inventories are due no later than January 31, 2021. An inventory must be included every year even if it is a copy from the previous year showing the inventory is the same. Treasury balances should reflect what clubs will spend in the year with a little extra for unplanned expenses; unless you are saving for a special purchase or event. Looking at your lowest balance throughout the year and seeing if there are extra funds should be a yearly practice.

Club charters are due April 15, 2021. I will file your 990-N with the IRS by May 15, 2021. I know that some of you are receiving letters from the IRS about noncompliance. I assure you that all club 990-N filings were submitted prior to May 15, 2020. That being said, not all filings were accepted based on some coding issues that occurred when the IRS took over the management of the 990-N. Clubs across the state are receiving these notifications and the state 4-H office is working on these issues. If you receive a notification of an issue please get a copy of the information to Beth. State is hoping that these issues will be resolved by the time we file again next spring.

New Advisor Application Deadline

All new volunteer applicants are required to complete the application and screening process before they can be added to your club roster. If you have new advisors, their names must appear on your club's roster by April 15th, which means they should submit their applications to me by February 15 if possible. New volunteers will also complete an interview and child protection training. Any applications submitted after April 15 will be held until the next "volunteer year" which begins October 1, 2021.

2021 4-H Calendars

The one page 4-H year calendar will be available online by the first of the year. We will not be printing them. Many of these meetings will be virtual - check meeting details when available.

4-H Online 2.0

We are moving to the new version of the 4-H database soon! We will be sending information to all advisors and families when it is open to begin re-enrolling.

4-H Family Guide to 4-H

Thanks to a partnership between Ohio 4-H, Extension Publications and Ohio 4-H Foundation, a Family Guide will be mailed to all 4-H members and volunteers. It will be mailed directly to your homes. As a thank you for a tough year, this mailing will also include some fun 4-H stickers. The Ohio Family Guide to 4-H is also available on-line at <http://www.ohio4h.org/familyguide/index.html>.

Age Policy Reminder

Ohio 4-H membership is based on a child's age AND grade as of January 1 of the current calendar year. Eligibility for Cloverbud participation begins when a child is age 5 and enrolled in kindergarten. Eligibility for participation in 4-H projects and competitive events begins when a child is age 8 and in third grade. Any youth age 9 or above is eligible for project membership, regardless of grade level. Membership requires enrollment in an authorized Ohio 4-H club or group under the direction of an OSU Extension professional or an approved adult volunteer. A youth's 4-H eligibility ends December 31 the year he or she turns 19. Joining Ohio 4 H is a privilege and responsibility for individuals and is subject to the Ohio 4-H Code of Conduct and applicable policies of The Ohio State University.

Membership Across County Lines

New members, living outside of the county, must complete an Across County Lines application. Application deadline is April 15, but members should file early enough to meet their home county enrollment deadline if the application is denied. Membership in two counties is not permitted. These forms are reviewed by the educators in both counties. While the policy has not changed, there are more detailed guidelines for implementation that will be followed. This policy is about 4-H membership not fair participation. See the updated information at <https://ohio4h.org/sites/ohio4h/files/imce/volunteers/Across%20County%20Lines%20Policy%20and%20Request%20Form%20Nov%202018.pdf>

Officer Books

You have the option of printing your officer books from the Ohio 4-H website or receiving copies from our office.

Project Books

There will be 12 projects offered as free downloads through the state 4-H website. Families will be allowed to order books directly from OSU again if they would like. Clubs may also order books through the office as in the past. Please communicate these options to your families and develop a club plan for book orders.



2021 Project Requirements

Project requirements can be accessed electronically when ready. Printed copies will be available on a limited basis per request. Lori will be working with you to make sure all of your families can access the information.

Program Deadlines

Be sure to check your 4-H calendars and note when important deadlines fall. Plan now to meet these deadlines!

We try not to change dates from year to year, therefore some deadlines fall on weekends. When a deadline falls on a day when the office is closed, information must be postmarked by the due date or delivered to the office by 4:30 p.m. of the first working day after the deadline. Please understand that we appreciate our volunteers and know that 4-H is only one aspect of your busy lives. Please also understand that we simply do not have the staff time to request the same information 3 or 4 times. We will try to work with you in emergency situations, but don't assume that late information will automatically be accepted without penalty.

4-H Banquet and Outstanding Advisor, Friend of 4-H and Outstanding 4-H'er Awards

The 4-H Committee has decided we will not hold a 4-H banquet in 2021. But the committee is still accepting nominations for the Outstanding Advisor, Friend of 4-H and Outstanding 4-H'er Awards. Award recipients will be selected from all eligible nominees. We will be announcing and honoring the award winners at the fair prior to the 4-H style review. Please encourage your outstanding teens to apply for the Outstanding 4-H'er award. Applicants must be at least 16 years old as of January 1, 2021 and have been a 4-H member at least 6 years (including current year). An advisor recommendation is required. Applications for all three awards are due January 5, 2021 and can be found at:

<https://auglaize.osu.edu/program-areas/4-h-youth-development/forms-and-applications>

Camper & Counselor Ages

Teens must be **15** as of January 1, 2021 to apply to be counselors and counselors-in-training. Camp is open to 4-H members age 8 and in the third grade through 15 (as of January 1). Youth 16 and older must be selected as counselors-in-training or counselors to attend camp. Camp dates are June 15-19, 2021. Please note the counselor application deadline is January 4, 2021. We truly do not know what camp may look like next year, but we are planning as we always do!



Teen Awards

There are many 4-H opportunities for teens. Please encourage all eligible and interested members to apply. Sometimes, teens need encouragement to apply, a pat on the back that says "you can do this!" It may even take handing them the application and helping them complete it!

Cloverbud Clubs

A few reminders about cloverbud clubs: Cloverbud clubs are to teach lessons from the *current* Cloverbud curriculum which can be purchased from our office. There is also a Cloverbud horse curriculum. Cloverbud lessons are designed to be active and group oriented. *"Group" implies that more than one child is to be enrolled in your Cloverbud club.* Any club having Cloverbuds must designate a minimum of one volunteer that specifically works with the Cloverbuds. That is not to say other advisors don't jump in occasionally but you must have an approved Cloverbud leader. It is recommended that you have 1 approved volunteer for every 6-7 youth. Parent helpers are okay as long as an approved volunteer is always present.

Weather Cancellations

When cancellations are necessary, we will have an announcement on WCSM by 4:30 p.m. You can also call the office before 4:30 p.m. when in doubt. We also post cancellations on our web site and Facebook page . If we are planning to reschedule, we notify participants within the week of cancellation. I am very quick to cancel meetings that involve our youth when weather conditions are questionable. At least for now, many meetings will be in a virtual format, so the weather won't be a factor!

Fund Raising Reminders

Please review information regarding what type of fund raisers are appropriate for 4-H clubs to conduct, including information on raffles. There are specific recommendations regarding what type of fund raisers should be conducted and why we do fund raising. This information can be found in a fact sheet from the National 4-H Council. As volunteers it is your responsibility to protect the 4-H emblem and reputation and you need to consider whether your fund raiser is teaching young people the values that the 4-H program promotes. There are many opportunities to raise funds, make sure yours is appropriate for a youth organization. Remember your club is still required to follow these guidelines even when fund raisers are done in cooperation with other organizations. There are also guidelines about developing flyers for fund raisers, clinics, etc. Approval for use of the clover is also important. Contact the office for details. We never raise money just to raise money—it's needs a purpose and we need to spend what we make!

A CONTINUED REMINDER: Ohio 4-H Planning Guide for In-person Meetings & Events

Updated information effective September 1, 2020 includes:

- Hosting virtual meetings and events is preferred.
- If activities are critical/essential and are in-person, they must be **education-focused**.
 - Group cannot be larger than 50 people, including adults, youth, presenters, etc.
 - This directive is dependent on local health department guidelines.
 - The group size may need to be reduced to 10 (or other amount), based on the directives of your local health department.
- Face masks are required.
 - This includes inside AND outside at all times.
 - Program participants and parent/guardians ages five and older must wear a mask.
 - The exception is shooting sports where safety is a concern when on the line. Refer to the section below on additional shooting sports guidance.
 - Medical conditions or disability exceptions are also permitted.
- Potlucks and buffets are not permitted.

More detailed information is available at: <https://ohio4h.org/families/stay-connected> Fund raising and community service information can be found there also.

I think we can be fairly confident that these guidelines are taking us into the new year. As you begin your club planning for 2021, please follow this outline. If a meeting needs to be in person for educational purposes, then you should plan it using the restrictions above regarding group sizes and masks. Physical distance, minimum points of contact and sanitation must always be a part of the plan also.

NEW PHONE NUMBER REMINDER!

OSU Extension, Auglaize Co.
208 S. Blackhoof St.
Wapakoneta, OH 45895
Phone: 419-910-6050
FAX: 419-910-6051
<https://auglaize.osu.edu/>



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