



Alaska 4-H Club Charter Application

Extension district: _____ Date: _____

Name of 4-H club/entity: _____ Date established: _____

Please identify the type of 4-H entity applying for a 4-H charter (i.e., club, leader council, leader organization, committee, special interest group, etc.): _____

Contact information for current authorized 4-H volunteer leader(s):

| <u>Name</u> | <u>Address</u> | <u>Phone</u> | <u>E-Mail</u> |
|-------------|----------------|--------------|---------------|
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |

The following requirements must be met in order for the 4-H entity to qualify for an official 4-H charter. Please initial next to each requirement that has been fulfilled and attach information or list as applicable.

____ Have a minimum of five active, eligible participants from 2 or more families.
Number of current 4-H youth participants _____ **volunteer leaders** _____
 * If your group does not meet this minimum, please refer to Family Club application.

____ Have an identified youth leadership structure (i.e., officers, chairs/co-chairs).

____ Have written club operating procedures (**attach**).

____ Have regularly scheduled meetings and events on file with the district Extension office.
List on back or attach.

____ Have a written, planned educational program (in at least one project area) that includes the four 4-H Essential Elements and provides a variety of learning experiences.
Fill out the following chart or attach similar.

I agree to:

____ Provide federal EIN tax number if the entity raises money or has checking/savings account(s).
EIN no. _____

____ Submit a completed Annual Financial and Inventory Statement report.
Due November 1 of each year.

____ Submit and complete an annual electronic notice, Form 990-N (e-Postcard) with the IRS.
Due February 15, _____.



4-H essential element definitions: *belonging* elements include safe environments, encouragement, team approach; *generosity* elements include respect, concern, service; *independence* elements include decision making, planning, goal setting; *mastery* includes knowledge and skill development, hands-on learning, teaching, mentoring.

| Date/Project(s) | Learning Method(s) | Belonging | Generosity | Independence | Mastery |
|--------------------------------------|--|-----------|------------|--------------|---------|
| <i>Example: Oct. 15, 2008 Sewing</i> | <i>Fabric store tour, business meeting, game</i> | x | | x | x |
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Additional notes as needed:

Our 4-H entity understands that the use of the 4-H name and emblem is protected by federal law. By applying for an official 4-H charter, we agree that we have met the official requirements as applicable. Our 4-H entity declares that it does not discriminate in its membership or program practices on the basis of race, color, religion, national origin, sex, age, disability, veteran status or sexual orientation. _____(initial)

We declare that we have met the above requirements.

Required Signatures:

_____ *Approved Volunteer Leader* _____ *Youth Participant (if applicable)*

_____ *District 4-H Youth Development Educator*

Official 4-H State Office Use Only:

Charter Approved/Renewed _____ Yes ___ No ___ n/a Date Charter Approved/Renewed: _____

Charter not approved for the following reason(s): _____

Official signature _____

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