|  |  |  |  |
| --- | --- | --- | --- |
| **Club Name:** |  | **Date:** |  |
| **Type of Club:** **(Please circle one)** Community – Home School – Military | **Special Interest Topic:** |  |
| **4-H Club Charter Application**Applications should be completed and returned to county 4-H staff to receive updated charter status. Clubs applying for initial charter need to complete questions #1-6 only. Clubs applying for annual renewal complete questions #1-7 while clubs seeking Emerald Seal status must complete the entire form. |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Please indicate application status:** | Initial |  | Re-charter |  | Re-charter w/Emerald Seal |  |

|  |  |  |
| --- | --- | --- |
| 1. | Day and time club meets: |  |
| 2. | Location of club meetings: |  |
| 3. | Club Leader(s): |  |
| 4. | Send monthly updates to: |  |
| 5. | New members can contact: |  |
| 6. | Slate of Officers: (5-8 year olds exempt) |
|  | President |  | Vice-President |  |
|  | Secretary |  | Treasurer\* |  |
|  | Reporter/Photographer |  | (\*required if clubs have money) |
|  | County Council Rep |  |  |  |
| 7. | Attach annual plan of work |
| 8. | **Charter renewal**Clubs are required to re-charter on an annual basis in order to remain a 4-H club and continue to use the 4-H logo and emblem. Once clubs have submitted and completed requirements, clubs will receive the Gold Seal on original charter. |
|  | County 4-H staff and volunteer leaders must initial the following requirements for charter renewal. List activities where appropriate. |
|  | **Leader** |  | **Staff** |  |
|  |  |  |  | The club held regular meetings. |
|  |  |  |  | List of club officers are on file with the County Cooperative Extension Office. Officers have been either elected or rotated into office. |
|  |  |  |  | Members and Volunteers have been entered into 4-H Online and updated with involvement.  |
|  |  |  |  | Annual financial report has been submitted to County Cooperative Extension Office (if appropriate)\* |
|  |  |  |  | The club completed at least one community service project during the year. Please list the number of youth who participated, the activity, location, and date in space provided. |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  | At least one adult leader has attended a minimum of **two** 4-H volunteer trainings during the calendar year. Please list training, location and date in space provided. |
|  |  |  |  |  |
|  |  |  |  |  |
| **All club paperwork is due at the first County Council Meeting in January.****Charters will be awarded at Achievement Night.** |

|  |
| --- |
| **Emerald Seal Requirements:**Agents and volunteer leaders must initial the following requirements for charter renewal. List activities where appropriate. |
|  | **Leader** |  | **Staff** |  |
|  |  |  |  | 50% of enrolled club youth have been engaged in 4-H Life Skills development opportunities such as local/district/state/national activities, project records, presentations, or 4-H camp. Please list the name of youth and the activity(s) completed in the space provided. Use a separate sheet if needed. |
|  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  | The 4-H Club has completed a minimum of one citizenship activity. Please list the number of participants, activity, date, and location. |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  | Club youth have participated in an annual achievement celebration. |
|  |  |  |  | The club completed at least two community service projects during the year. Please list the number of participants, the activity, location, and date in space provided. *\*Please note, only the second activity needs to be listed in the space provided as the first project should be listed under renewal requirements.* |
|  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

North Carolina State University and North Carolina A&T State University commit themselves to positive action to secure equal opportunity regardless of race, color, creed, national origin, religion, sex, age, veteran status, or disability. In addition, the two Universities welcome all persons without regard to sexual orientation. North Carolina State University, North Carolina A&T State University, U. S. Department of Agriculture, and local governments cooperating.

|  |  |
| --- | --- |
|  | **For Office use only** |
| Date received: |  |
| Date entered: |  |
|  |  |  |
| *Revised 2/8/2018* |