Organization
of
4-H Club Work

Extension Service
Colorado State College
Fort Collins
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Boys and Girls 4-H Club work is conducted by agricultural extension services of the state agricultural colleges and the United States Department of Agriculture in cooperation with counties and local communities. It is designed to teach improved practices in agriculture and home economics and the finer things of rural life, at the same time developing wholesome, industrious, public-spirited boys and girls and young men and women.

Every state in the United States and the territories of Puerto Rico, Alaska and Hawaii have organized 4-H Club work. There were over a million and a half 4-H members in the United States and its territories in the year 1942. Four-H Club work has also been developed in many foreign countries.

The 4-H Club was officially endorsed by the passage of the Smith-Lever Act of 1914 by the Congress of the United States, which created the Agricultural Extension Service in the United States Department of Agriculture and in the states. Before that time a few of the states had some agricultural clubs for rural boys and girls.

In 1912, Logan County organized the first 4-H Club work in Colorado. Four-H Club work has been growing from year to year and now is the largest organization for rural boys and girls in the world.

Membership in the clubs is voluntary. Boys and girls between the ages of 10 and 20 inclusive may join by applying to their county agricultural agent or the Extension Service of the Colorado State Agricultural College, Fort Collins. The essentials of membership are that each boy or girl shall learn and demonstrate some improved practice in agriculture or homemaking under the guidance of a competent leader; keep a record of this work, make a public exhibit, and finally, send a report of his year’s work to the county extension agent or the Extension Service of the State Agricultural College.

Someone defines 4-H Club work as an organized system of extension teaching for young people through demonstrations in the field and home. It contemplates the organization of young people into groups called clubs for the purpose of definite work under carefully prepared plans and with adequate local leadership. The motto, “To Make the Best Better,” and the emblem, representing the head, heart, hands, and health, signify the lines of effort for better industrial, social, and recreational opportunities in community life.
Dr. C. B. Smith, former chief of cooperative extension work, United States Department of Agriculture, says:

"Any community which fails to enlist the interest of boys and girls in developing its plan for agricultural and rural betterment fails signal in utilizing one of the most effective agencies there is in extension work for arousing and maintaining interest in better agriculture and developing in its young people a love for rural life. Extension work without the boys and girls 4-H Club work in any community is little better than half efficient. Club work helps to meet a community economic need and makes for increasingly efficient rural leadership developed out of the community itself. We build permanently when we take our boys and girls into our confidence and work out our plans in partnership with them."

Objectives of 4-H Club Work*

The distinct educational objectives of 4-H Club work are to provide a program which helps rural youth:

1. To develop desirable ideals and standards for: (a) Farming, (b) homemaking, (c) family life, (d) community life, (e) citizenship, (f) leadership, and (g) personal living; also a sense of responsibility for the attainment of these and all the following objectives.
2. To acquire skills in: (a) Farming, (b) homemaking, (c) community leadership, also to develop a clearer vision of agriculture as a basic industry and homemaking as a worthy occupation.
3. To conduct farm, home, and community projects or enterprises.
4. To develop an intelligent understanding and appreciation of nature, also the conservation of natural and human resources.
5. To develop a scientific attitude toward the problems of the farm, the home, and the community.
6. To train in cooperative action as a means of increasing personal accomplishments and of solving community problems.
7. To develop desirable habits related to: (a) Healthful living, (b) intelligent use of leisure time, and (c) a rich, more abundant living.
8. To increase incomes, standards of living, and the satisfactions of rural life.

Basic Principles of 4-H Club Work†

Club work is based upon sound, educational philosophy. The following are some of the basic principles:

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*National Objectives adopted in 1940.
†By permission of the Missouri Extension Service.
The 4-H Program Is Centered in the Development of Farm Young People.—The club program is built around member and group interests and development. Subject matter is learned, skills are developed, and decisions are made in local, life situations while working on farm, home, and community problems of dominant interest to the young people themselves. These experiences make for character development.

The 4-H Program Is Developed by the Young People Themselves.—The club adopts its own constitution and bylaws, elects its own officers, helps to plan its own program, meets regularly during the year, and carries out its work under the guidance of local club leaders, whom the members help to select.

Interest Is the Main Incentive in 4-H Club Work.—Since club membership is voluntary, interest is the main incentive. The program is started with activities which farm youth like to do. This work is accompanied with the learning of background information and the development of skills needed in the project. The setting up of individual and club goals of achievement tend to maintain interest throughout the club year. The main source of interest, however, is that 4-H Club work is conducted as a purposeful activity from the beginning to the end.

Farm Young People "Learn to Do by Doing" in 4-H Club Work.—From the beginning of the club movement, members have had the opportunity "to learn by doing." The apprenticeship system of the farm and home is used as a starting base. The project work and activities are carried out at home under the guidance of the most successful farmers and homemakers as leaders. This experience basis of learning is approved by all educators.

Ownership Is Basic in 4-H Club Work.—In most clubs the natural result of interest, self-help, and learning to do by doing under guidance is the ownership of property. All members own the products of their own labors, such as crops, livestock, clothing, and articles, made by themselves. This experience which tends to develop in the members the dignity of labor and thrift as well as a sense of responsibility and self-respect, wins the approval of parents, leaders, and the community at large.

Community Participation of 4-H Club Members Develops Citizenship.—The club, itself, is an outgrowth of community efforts. It is sponsored by a representative committee or by a farm, homemaking or civic organization of some kind, and is led by the best citizens of the community. If the adult extension problems lend themselves to youth interest and accomplishment, they become the 4-H problems. Such tasks challenge the best efforts of farm young people. Also, the clubs help to beautify the school grounds and roadsides, assist
with general community meetings, fairs, and seasonal functions. Out of these experiences, farm youth tend to develop a sense of community responsibility, which is the basis of good citizenship.

Flexible 4-H Club Objectives Make for Greater Personal Development.—The minimum objectives of club work are basic, but under the community club system they permit much individual choice in size of projects and in the type of supplementary activities to be carried out, adapted to the age, abilities, tendencies, and particular needs of farm youth. Such flexible, progressive, and varied programs are difficult to handle, but more than compensate for the extra effort of planning and guidance in the personal development of the members.

Recognition Is Fundamental in 4-H Club Work.—Recognition comes as a natural result of club work. The projects are real and, in the main, produce their own results in ownership, profits, and self-development. The activities of club meetings, recreation, and leadership work give the members an opportunity for self-expression and recognition within their own communities. The county program recognizes merit on tours, by educational trips, and at the achievement program.

The 4-H Club Members Learn How and Where to Secure Information and Assistance on Their Problems.—The county extension
agents and home demonstration agents are in charge of the club work in their respective counties. They cooperate with local club leaders, the state club agents, and extension specialists in subject matter of the Extension Service of the Colorado State College in the conduct of 4-H Club work. Necessary literature, records, and report blanks are prepared at the College and are furnished free of cost to club members and leaders.

Thus, every member learns that reliable information on farm and home problems can be secured from the County Extension office, the Colorado State College, and the United States Department of Agriculture.

Parents' Cooperation

Parents are encouraged to be interested in 4-H Club work. To have a successful program, there must be cooperation of the parents, leader, and members.

It is not the intention for parents to do the 4-H work for their young folks, but they can encourage and advise with them; see that they have the material with which to work, and assist their leader in using their automobiles for tours, stock-judging trips, and general meetings. It is a recognized fact that successful club members always have the parents' cooperation.

4-H Club Symbols

The National 4-H Club Emblem.—The national 4-H Club emblem is the four-leaf clover with the letter 'H' on each leaflet, running parallel with the mid-rib of the leaflet. The four 'H's' represent the fourfold development of the head, heart, hands, and health. The clover signifies good luck and achievement.

The National 4-H Club Pledge.—
I pledge:
My head to clearer thinking,
My heart to greater loyalty,
My hands for larger service, and
My health to better living,
For my club, my community and my country.
Note: In repeating the pledge, raise the right hand to side of head when speaking line No. 1; lower right hand over heart when speaking line No. 2; extend hands, palms upward, when speaking line No. 3, and stand at attention when speaking line No. 4. (The above pledge was officially adopted by the state club leaders in conference assembled at Washington, D. C., June 17, 1927.)

The National 4-H Club Colors are green and white. The white background of the 4-H flag symbolizes purity and the green 4-H emblem is nature’s most common color in the great outdoors, emblematic of springtime, life, and youth.

The National 4-H Club Motto Is: “To Make the Best Better.” This should be the aim of every club member in all his undertakings.

The 4-H Club Creed:

I believe in boys and girls 4-H Club work for the opportunity it gives me to become a useful citizen.

I believe in the training of my Head for the power it will give me to think, plan and reason.

I believe in the training of my Heart for the nobleness it will give me to be kind, sympathetic and true.

I believe in the training of my Hands for the ability it will give me to be helpful, skillful, and useful.

I believe in training of my Health for the strength it will give me to enjoy life, resist disease, and make for efficiency.

I believe in the United States of America, in the State of Colorado, and in my responsibility for their development.

I am, therefore, willing to devote my efforts for the fulfillment of these things which I believe.

4-H Club Slogans.—Four-H slogan contests are often sponsored by the local club membership. Each member is invited to prepare a short expressive slogan. The membership selects the best slogan to be used by the club. Some of the most common are:

Learn to do by doing.
Be your own best exhibit.
To win without boasting or lose without frowning.
Nothing is worth doing poorly.
Hope inspires; work wins; success rewards.
Membership Pins.—Every 4-H Club member who finishes his work, makes an exhibit, and sends a completed record of his work, signed by the local club leader, to the county extension agent, is eligible to wear the Colorado 4-H Club pin. In some counties, the banks, luncheon clubs, chambers of commerce, or community clubs buy the pins for the club members. In counties where these organizations do not purchase the pins, the individual club can buy its own pins by making application through the county extension agent. All purchases of pins must be approved by the State club agent.

The standard club pin for Colorado is made of bronze or sterling silver with laurel sprays on three panels and the abbreviation of Colorado on the lower panel. The center contains the four-leaf clover, with the four II’s.

The local club leader’s pin is made of bronze, sterling silver, or 10-carat gold-filled. It is a pin which every leader will be proud to wear.

The Colorado State Fair Commission awards a gold club pin to the State champions in the different projects—the State champion demonstration teams and stock-judging team. Only State champions are allowed to wear the gold pin.

Age Requirements

The age requirements in 4-H Club work in Colorado are from 10 to 20 years inclusive. Club members are required to have passed their tenth birthday and not their twenty-first birthday by January 1 of the year they are enrolled.

An associate member is one who has passed his ninth birthday by January 1 of the year enrolled. Associate members are not allowed to exhibit for prizes, trips, or awards, or be eligible to receive a certificate of completion.
Mrs. Robert Linton, for 30 years a local 4-H leader.

A Special Tribute for Mrs. Robert Linton

Honor and appreciation go to Mrs. Robert Linton of Longmont for serving her thirtieth year in 1943 as a volunteer local 4-H Club leader. In 1913, the first 4-H Clubs were organized in Boulder County. Among these first clubs were two led by Mrs. Linton, one for boys and one for girls. Two of the five boys were sons of Mr. and Mrs. Linton, and potato growing was chosen as their project. The late Mr. Robert Linton assisted his wife in the boys’ project as he was interested at that time in growing potatoes and improving the best strains. The daughter was a member of the girls’ clothing club. Mrs. Linton is living on the home farm and is an active 4-H Club leader and member of other farm organizations.

Great praise goes to this outstanding 4-H leader for her interest, her willingness, and devotion to the rural young people of her community and county.
Leadership

Good leadership is essential for a successful organization. A 4-H leader is a person who sees an opportunity and is willing to accept the responsibility to help the young people of his or her community to have the advantages of an educational organization.

Some essential qualifications of a good 4-H leader would be:*  
- Liked and respected by parents and the community.  
- Sincere liking for boys and girls.  
- Strict standard for sportsmanship and honesty.  
- Enthusiastic about 4-H Club work.  
- Liked by the young people.  
- Unselfish—enjoys working with others.  
- Good cooperator—works well with others.

Every 4-H Club is required to have a local leader. This leader is a man or woman, depending on the type of club work.

The successful 4-H leader will assist the club members to plan a definite program for the year. He will encourage the members in their work and make constructive suggestions.

The interested leader will assist the young people in planning recreational and social gatherings. This leader is one who is willing to stay in the background and encourage the club members to take the initiative even though they are not so successful the first time.

Junior Leadership

The development of leadership among rural young people is perhaps one of the most outstanding accomplishments of 4-H Club work. The aim of the Junior Leadership Project is to train young men and women in this important art.

If older young people have had 4-H Club experience or similar training, they can enroll in Junior Leadership and act as leaders for younger groups of boys and girls. In this way they are given an opportunity to help others and at the same time gain valuable experience themselves.

Colorado selects a master junior leader in home economics and a master junior leader in agriculture each year. The counties select their master junior leaders, and then from this group the two are named for the State. Each county winner receives a special certificate; the two for the State each receive a 4-H Club plaque.

Junior Leadership Teaches:

- The enjoyment of working with and helping others.  
- The value of planning ahead.  
- High standards of sportsmanship and honesty.  
- How to get others to do their part.  
- Perseverance—not to give up when the going gets rough.  
- How to take criticism and profit by it.  
- How to give constructive criticism in such a way that it will be accepted willingly.  
- The satisfaction of promoting better community and rural life.

*United States Department of Agriculture Extension Circular 347.
That a true leader encourages others to do their best while staying in the background.

Tolerance, patience, sympathetic understanding, friendliness, and fairness.

How to assume responsibility.

**How To Organize a 4-H Club**

Your county extension agent or home demonstration agent will be glad to assist you in organizing a 4-H Club in your community. Their office is generally located in the courthouse or post-office building of your county-seat town, or you may write to the Extension Service, Colorado State College, Fort Collins, Colorado for instructions on organizing a 4-H Club.

**The Literature Necessary for a Project Club.**—After the enrollment of the club members is received in the State office, packages of bulletins written for that special project are mailed to the club members and leaders.

The club literature for Colorado is organized on a yearly basis, bulletins having been written for each year’s work. The majority of club projects can be carried for 5 years.

The club members study the bulletins and report on them at their meetings.

The leader’s package contains leader’s manual, program blanks, secretary’s record book, and a bulletin of rituals and ceremonies.

**The Club Program.**—Each project club, together with its leader, should meet at the beginning of the club year to plan the program for the year.

Three copies of the program (blanks in the leader’s package) should be made, one copy for the local leader, one for the club president, and one for the county extension agent.

Every worth while organization has a yearly program to guide it in its work. Club members and leaders will find that a definite program is a great aid, however, the program must be flexible to meet changing conditions.

The program of the club is very important as it outlines in chronological order the topics which will be discussed and when the events, such as tours, picnics and judging trips, will take place. The program that is formulated at the beginning of the year should be flexible to meet emergencies. By making the year’s program at the first meeting, the leader and club members can see how each topic and event dovetail into a unified whole; in other words they gain a perspective of the year’s work. If any person, regardless of who he is, is going to be a leader, he must have a program and know what he wants his group to accomplish.
Boys and Girls' Club Charter

Awarded by
United States Department of Agriculture
and
Colorado State College

Cooperating

In recognition of its organization as a

Standard 4-H Club

and its agreement to carry on demonstrations
in Agriculture and Home Economics
in accordance with approved plans for
Boys' and Girls' Club Work.

Secretary, U.S. Department of Agriculture

Director of Extension

State Club Leader
The 4-H Club charter is granted to each community club complying with the first four requirements of a standard club. It is engraved on heavy parchment paper, and bears the signatures of the Secretary of the United States Department of Agriculture, the State Director of the Extension Service, and the State Club Agent. It is 10 by 15 inches in size and, when framed, makes an attractive wall decoration for the meeting place. There are 4 places on the charter for 4 years of achievement seals. It is unnecessary for the club to make application each year for a charter after it has received the first one.

The application card for a charter is enclosed in the secretary's book. This card should be mailed to your county extension agent.

**Standard Community Club Requirements.**—When a community club has completed the first four requirements, a charter will be issued. At the close of the club year the club will be entitled to a seal for its charter, provided the members have completed all requirements as follows:

1. A standard club shall have at least five members.
2. A local club leader shall have charge during the club year.
3. A local club organization with necessary officers shall be formed.
4. A written program of work shall be made in triplicate form, using the blank form furnished by the State extension office, one copy to be sent to the county extension office, one for the club president, and one copy for the local leader. This program of work shall be developed from the suggested program of work found under the topic of Community 4-H Clubs.
5. The club shall hold at least six regular meetings during the year.
6. The members of the club shall hold an exhibit annually.
7. At least 75 percent of the members must complete the project and make a final report.
8. The community club must hold or participate in an Annual Achievement Day program.
9. The community club shall submit a consolidated report of its members' projects.

**Certificate of Achievement**

The Certificate of Achievement is awarded by the Extension Service of Colorado State College to every club member completing his year of club work. The color in which the certificate is printed denotes the number of years the individual has been a 4-H Club member: Red, 1 year; green, 2 years; brown, 3 years; blue, 4 years,
Certificate of Achievement
Boys and Girls 4-H Club Work

The Extension Service of the Colorado State College of A. and M. and United States
Department of Agriculture Cooperating

Award this certificate to ______________________

of ______________________ County, Colorado, who has successfully completed the ______________________

year's requirements of the ______________________ Club for the year 19 ______________________

Local Club Leader

State Club Agent

County Extension Agent

Director of Extension

and black, 5 or more years. These certificates are signed by the local 4-H Club leader, county extension agent or home demonstration agent, State club agent, and the director of extension.

The presentation of the certificates is made to the club members at their county or community achievement day meeting.

Certificate of Accomplishment

The Certificate of Accomplishment is also known as the 100-percent completion certificate. The certificate is awarded to the local project club having 100 percent of its active membership on June 15 complete each project in which the members are enrolled.

This certificate, which contains the name of the club and its leaders, is signed by the county extension agent or home demonstration agent, the State club agent, the director of the extension service, and the president of Colorado State College.

Project Records

Records are important as a means of telling the financial worth of an enterprise. No business can be run without the use of records as a basis for determining its success. Four-H Club members keep records on each project and are able to tell at the close of the year how much it has cost, how much has been accomplished, and the value of the completed project. The leader or some delegated club member should check the project record books at each meeting to see that they are kept up-to-date.
Exhibits

Every club member is required to exhibit his work, either at the community, county fair, or on exhibit day. The exhibitors with the best exhibits should be encouraged to take them to the State fair. It is suggested that only the first and second-prize exhibits in each class at the county fair be sent to the State fair. Exhibits assist the club members in comparing their projects with those of others. Exhibiting has a tendency to stimulate better work on the part of the members and to develop good sportsmanship.

Judging

One of the important parts of club work is the judging. Each boy or girl is expected to know how to judge the products related to his or her work. A livestock-judging team is composed of three members. The members of the team may be selected in a series of contests held at club meetings. The team should then arrange to compete at the county contest and will be eligible to compete at the State contest. The team scoring highest at the State contest will represent the State of Colorado in the interstate contest at the National Western Stock Show in Denver, or the International Livestock Exposition at Chicago.

It is just as essential for the girls to know how to judge clothing, foods, and homefurnishings as it is for the boys to know how to select a good animal or good seed. Contests should be conducted within the local club; the contestant scoring highest will be eligible for the county contests. The county winners will then represent their county in the State contest. A girl who is a regularly enrolled member in clothing, foods, or homefurnishings for that year will be qualified to enter her respective contest.
4-H Club Events

Camp Tobin.—The annual State encampment is held in connection with the Colorado State Fair. This camp is known as Camp Tobin, named in honor of ex-Senator John J. Tobin, who was instrumental in securing the appropriation from the legislature to build the camp buildings. Mr. Tobin was a loyal friend to the 4-H Club members of our State. In commemoration of John J. Tobin, the Colorado State Fair Commission presents traveling 4-H Club plaques to the most outstanding 4-H Club boy and 4-H Club girl for the year. Two modern brick dormitories, each with a capacity of 200, house the club members attending the camp. These dormitories are complete in every way with shower baths and running hot and cold water. The club members are required to bring their own bedding and toilet articles. White iron cots and fresh straw mattresses are furnished the club members and chaperones. The dining hall and the exhibit and demonstration hall are separate buildings.

Each county is allowed to send only a limited number of club members and chaperones to the State Fair camp. The number to attend from a county is determined by the State club agent. The apportionment is based upon the number of club members enrolled in the county. The decision as to what projects will be represented by the county champions at Camp Tobin rests with the county extension agent and the county 4-H Club council.

The county agent coaching his livestock-judging team.
During the week, various contests are conducted, such as team demonstrations, judging, livestock showmanship, and dress revue. The delegates are conducted on educational tours to places of interest in the city of Pueblo. The officers of the Colorado Association of 4-H Clubs are elected and installed during the week.

The last evening of camp, the club members hold a picnic at Pueblo's beautiful city park. After dark the Colorado candlelighting ceremony takes place on the bluff overlooking the city of Pueblo. Each member and chaperone takes part in this beautiful impressive ceremony. The candles are lighted from the four candles used by the delegates in the national candlelighting service at the National 4-H Club camp in Washington, D.C. After the candlelighting service, the club members return to Camp Tobin for an evening party.

**National Western 4-H Club Roundup.—** The National Western 4-H Club Roundup is held each January in connection with the National Western Stock Show at Denver.

The state champion club members of New Mexico, Wyoming, Oklahoma, and Colorado, who are awarded trips to their state fairs or club encampments, attend this 4-H Club gathering.

The four state stock-judging teams compete in a contest for the interstate championship.

The delegates stay at one of the good hotels in Denver. A private dining room is furnished where they can have singing and guest speakers during their meals.

The members attending participate in group discussions on 4-H Club work, make educational tours, take part in radio broadcasts, and see the exhibits and judging at the stock show. The 4-H Club banquet is held on the last evening of their stay in Denver.
National 4-H Club Congress.—Each November the National 4-H Club Congress is held in connection with the International Livestock Exposition in Chicago.

A group of 1,800 4-H members attend this gathering because of outstanding 4-H work. Various interested businesses and agricultural organizations through contests offer trips with expenses paid. County extension agents have complete information about such contests.

During the club members’ stay in Chicago they participate in judging and team demonstrations and health contests. They have the opportunity of seeing the exhibits and arena show of the International Livestock Exposition. Tours are also made to large industrial plants, to the Museum of Natural History, Art Institute, and many other interesting places. The club members are divided into small discussion groups. The topics chosen deal with present-day problems confronting the young people. The climax of the Congress is the annual 4-H banquet with prominent guests present.

National 4-H Club Encampment.—Each June the annual National 4-H Club Encampment is held in our Nation’s capital. Each state is permitted to send two boys and two girls.

Each county is permitted to submit the records of one boy and one girl to participate in the state selection. These young people are selected on the basis of their 4-H Club work, leadership, community, school, and church activities. The expenses of the four delegates are paid from contributions made by the 4-H Club members attending Camp Tobin.

Attending the annual 4-H Club Congress in Chicago; more than 1800 leaders and members of 4-H Club work fill the arena at the International Livestock Show.
The delegates have a tent city on the banks of the Potomac River, in walking distance of the Department of Agriculture Building and other government buildings. Arrangements are made for them to eat in a cafeteria of one of the government buildings.

A theme is selected for the camp, and the delegates are asked to do some studying and give some thought to this subject before leaving home. Each morning a general meeting is held with some prominent speaker using a subject that is part of the general theme. After the general meeting, the club delegates have a meeting by themselves to discuss this subject.

The afternoons are left open for organized tours of historical sites in and around Washington. A program is held each evening with good music, drama, and recreation. The last evening, the 4-H Club candlelighting service is held.

**Summer Camps.**—Colorado 4-H members have the opportunity of spending a few days in a mountain camp. Each camp has an organized program of nature-study hikes, handicraft, discussion subjects, vesper service, and recreation. Some of the counties own their own camps.
Tours.—Tours are an essential part of club work. They give the club members the opportunity to see and hear what their fellow club members are doing. The boys and girls visit the different farms, so that each club member may show and explain the work he has done on his project. These tours should be made once during the club year. The members should invite their parents, farmers, and business men to accompany them. If it is an all-day tour, the local club leader or county extension agent should plan to have a picnic spot selected and instruct the members to bring picnic lunches. After lunch it is advisable to have a short talk either on the project or club work in general. Tours are a valuable form of visual education.

4-H Club Councils

Each county has a 4-H Club council. The council is composed of an older boy and girl from each community. These young people select a man and woman club leader to act as advisers with the county extension agent and home demonstration agent.

The purpose of the council is to assist the county agents in planning the 4-H Club program for the year and to act as key club members in their community to assist the county agent in projecting club work into the community. The council members assist in issuing a monthly news letter to club members and leaders, act as superintendents and clerks of 4-H Club departments at county and community fairs and exhibition days, and plan picnics, tours, and achievement days.
4-H Club council planning the year's work for their county.

A well-organized working council can be the means of having an enlarged well-organized county 4-H Club program. Council members will receive personal good from the training in leadership and organization. The 4-H council is a part of the county planning organization. The chairman of the 4-H council may function on the county planning committee. In this way the young peoples' program is correlated with the adults' program in the county.

Food preservation, 4-H girls giving a demonstration at their club meeting.
Team Demonstrations

Team demonstrations are an important part of 4-H Club work. By giving a demonstration the members of the team profit for themselves by learning to speak and to think clearly before a group. They gain the poise that is most helpful to them in later years. Besides teamwork and cooperation, the members through team demonstration often develop their personalities.

A demonstration is a method of teaching which includes the performance of movements necessary for the completion of a piece of work, accompanied by an explanation to make it comprehensible to others. A demonstration team is composed of two club members who select a subject from the project in which they are enrolled, and tell others in a clear, concise way the method by which they go about doing that particular task.

A circular giving complete information on demonstrations is enclosed in each leader’s package.

Vocational Guidance

The 4-H Club organization has always included vocational guidance in its program. This is in the form of educational tours of various occupational groups. The purpose of these trips is threefold: Namely, the observation of making products, the various jobs performed by the workers, and the efficiency of operations.

Achievement Day

One of the most important events of the entire club year is the Achievement Day. It is held in the fall of the year when the project work is completed. Achievement Day is a day of recognition for members, leaders, and clubs, and is an excellent time to impress the entire community with the accomplishment of 4-H Club work. New members can often be interested at this time, and plans can be made for the coming year’s program. Exhibits are not usually displayed at an Achievement Day meeting.

The program is usually planned around the activities and accomplishments of the past year. The program can either be held as an afternoon or evening meeting with club members, parents, and friends attending, or as a special banquet for club members, parents, and leaders. Parents may see the full value of 4-H Club work if they are encouraged to attend.

Purpose:

1. To give public recognition to club members and leaders.
2. To impress parents and others of the value of 4-H Club work.
3. To give recognition to people and organizations that have contributed to the success of the work during the year.
4. To stimulate interest in club work.
5. To provide opportunity to present achievement certificates and the awards.
Suggestions for Achievement Day Program*:

A short talk of welcome by the council president.
Four-H ritual in unison.
Report of the past year's work by the council secretary.
Four-H songs by all or as special numbers.
Installation of new county-council officers.
Talk on what club work has meant to me by a club member.
Talk by a local club leader.
Report on trip won by a club member.
Presentation of achievement pins and certificates.
Announcement of special awards.
Brief panel discussion of current problems by club members and leaders.
Outline of coming year's plans by county extension agent.
Use of local talent to give interest to the program.
Short play on value of club work.
Winning demonstrations.
Boys or girls club creed given by club members.
Special exhibits or picture.
Citizenship ceremony or candlelighting service.
Short talk on club work by a parent.

In planning a program of this kind there are several objectives to remember:

1. The program should not be too long and should be varied.
2. A good song leader adds much to the program.
3. The chairman plays an important part. Detailed plans will help insure the success of the program.
4. Honor the local club leaders. They deserve recognition for the fine work they are doing.
5. Make your Achievement Day program fit your community needs.
6. Have the 4-H council help plan the program.

Rituals and Ceremonies

Special ceremonies are used by community, county, and State 4-H groups to highlight the ideals and purpose of 4-H Club work. Such ceremonies lend beauty and dignity to the organization. Four-H Club work reaches deeply into the lives of boys and girls, and rituals give an outward manifestation to their feelings. They are inspirational and help convince members, parents, and others of the ideals and aims of club work.

Each 4-H Club meeting is opened with the 4-H ritual. Club members should be encouraged to memorize the ritual. The circular entitled "4-H Club Ceremonies and Rituals" is enclosed in each leader's package.

*Not all to be used on one program. President of county council presiding.
The following special ceremonies are used by Colorado 4-H Clubs:

- Opening ritual.
- Initiation.
- Installation.
- Citizenship.
- Flag.
- Candlelighting.
- Vespers.

**Scholarships**

The Carl Raymond Gray one-hundred dollar 4-H college scholarship is offered each year to one boy or one girl in the Union Pacific Railroad territory in Colorado. Scholarships are also offered as awards in National 4-H contests. Project records, 4-H Club, community activities, and high-school scholarship records are the basis of award.

**Project 4-H Clubs**

The meeting of the project club is for the purpose of discussing the information about their projects, giving demonstrations, practicing judging, and checking the members’ project-record books. A year’s program should be planned at the beginning of the year as to project-subject matter, demonstrations, and judging. It is optional whether the project club elects officers. A chairman should be selected to preside at each meeting. The membership should select a name for their club.

Every member is automatically a member of his community 4-H Club and should plan to attend each meeting and take an active part.

**Community 4-H Clubs**

A community 4-H Club is made up of all the 4-H Club members and their leaders of one community. The purpose of the organization is to give the club members an opportunity to meet as a social group and work together on problems that need to be met by the entire community. More community cooperation and support can often be obtained in this way, and the larger group creates greater enthusiasm among the members and sponsors themselves.

The organization is set up with a regular set of officers and men and women community leaders who act as sponsors and help direct the activities of the group. The sponsors may or may not be project-club leaders. Special committees should be appointed to handle the different phases of the program, distributing the responsibility among the members of the club. Meetings are usually held once a month the year round. Many times special seasonal parties, such as Halloween and Christmas, take the place of regular meetings. If a
A definite program is outlined at the beginning of the year it will contribute much to the success of the club. The year's program should be varied, have an aim, and meet the needs of the community. The membership should select a name for their community 4-H Club.

Such an organization helps to hold interest in 4-H Club work the year round, as they are contacting fellow 4-H Club members and laying plans for community activities together.

Social contact is one of the best means of developing worth while character. Learning to play together is as important as learning to work together. Many times club members are so busy at regular project meetings that they do not take as much time for recreation as they should. A community club can often provide the opportunity for wholesome recreation. A well-planned program will give unity to the 4-H activities of the community, and if older boys and girls are given the responsibility of carrying out the program, it is an excellent means of developing leadership.

Young people enjoy meeting together. A sponsor may use these meetings to teach social courtesies which are so necessary to the success of every individual. Individual interests of club members can often be met by the community club. Many times such an organization will help to keep the older boy and girl interested in 4-H Club work.

**Suggested Activities for the Community Club:**

- Social evenings for club members and parents.
- Dramatics (often used to make money for camps, etc.).
- Community clean-up campaigns or other various campaigns.
- Community play center.
- Picnics.
- Beautification of community center (such as school or church).
- Community fairs.
- Drive to secure 4-H Club members.
- Community Achievement Days.
- Baseball teams.
- Music, as orchestras, bands, chorus, and quartets.
- Folk dancing and musical games.
- Community health program.
4-H Club Projects

Club projects are divided namely into 12 groups: Crops; garden; forestry; soil conservation; livestock; poultry; rabbits; home economics; home beautification; safety, first aid, and home nursing; honey production; junior leadership.

A club member is permitted to enroll in only one project during his first year, and in not over three projects in any other one year.

We would rather have the club member complete one project and be successful in it than to enroll in three projects and not complete any. Projects should be selected with care and from the long-time plan.

Crops Projects.—Crops-club work is a very important project as it is of interest to the livestock-club member as well as to the strictly crops-club member. In order to raise livestock successfully one must have feed for them. Livestock-club members are urged to grow part of the feed for their stock. Boys and girls will find it profitable to enroll in both a livestock and a crops club that they may grow the most important feed crops for their livestock.

Club members wishing to enroll only in a crops club should have one of the following ultimate aims:

1. To grow registered seed.
2. To grow the product for the market.

Some boys are like some of their dads; they are not interested and do not have the desire to become registered-seed growers. They should be encouraged to become specialists in growing feed. Crops grown for feed are just as apt to produce show samples as crops grown for seed, provided of course that good seed has been planted. This will allow the selection to meet the exhibit requirements for completed club work. Complete records of all costs are important and should be kept in the club record book. In determining the State champion, the cost per unit will be given consideration with the idea of stimulating efficient production.

The crops projects are: Corn, sugar beets, sorghums, beans, and potatoes.

The club member should plant an acre or more as his 4-H Club project.

Garden.—The 4-H garden-club work is designed primarily to give members a fundamental working knowledge of the principles involved in any plant-growing enterprise. Aside from the educational value, a well-cared-for garden is an item of considerable financial value to the family food budget. The size of garden considered in the garden-club project is designed to meet the average-sized fam-
ily's needs of fresh vegetables as well as to provide material for canning and storage. Girls enrolled in canning- and foods-preservation clubs are urged also to belong to a garden club.

**Forestry.**—Forestry clubs are organized in the two regions of our State for two different purposes; in the plains region, from the standpoint of windbreaks and beautification of the farmsteads; and in mountainous regions, for retaining moisture and the future lumber supply. Forestry-club work is divided into three years.

**Soil Conservation.**—The importance of the conservation of our natural resources is becoming more important as time goes by. Boys and girls can do much to conserve these resources. To meet this need the soil conservation project is offered. In it the club member studies and maps his home, or a nearby farm or ranch and develops methods of conservation to be used in connection with the place.

**Livestock Projects.**—A club member should be encouraged to enroll in the type of livestock project best suited to his age and his father's farming program.

Club members will want to develop their original project both as to quality and quantity. Many club members assist themselves through college from the produce of their livestock; others have a good foundation for a start in a farming program of their own.

It is not required that a member have registered animals, except males to be used for breeding purposes.

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This boy is receiving good training in fattening more than one steer in his 4-H project.
Livestock members should be encouraged to enroll in a crops project and grow part of the feed for their animals.

Two auction sales for fat livestock are held each year, one in September after the State fair and the other in January during the stock show. Both sales are held in Denver.

Beef-Calf Projects.—One or more steers, spayed or Martin heifers are required in a beef-calf fattening project. This project is to demonstrate the fattening of cattle, using a practical and economical ration, and to teach the club member feeding practices.

The beef-calf breeding project includes one or more animals of either sex. If a bull calf is selected it must be a registered animal; if a heifer calf is selected it should be of high grade or a purebred, but does not need to be registered.

The two types of beef-calf clubs are designed for two different sections of Colorado. The fattening project is recommended for districts where fattening is practical. The breeding club is especially intended for districts not suitable for finishing cattle. In this type of club the members can have either sex of animal. The aim of the breeding project is for the club member to develop a herd of his own. Club members under 12 years of age should not be encouraged to enroll in the fattening project. Members are expected to be old enough to take complete charge of feeding and caring for their animals. They should be encouraged to increase the number of animals they feed from year to year.

A boy should plan to be feeding 15 or more steers when he is 20 years old. The proper type and breed of animal should be emphasized.

Sheep Projects.—Sheep fattening clubs should be encouraged only in districts where feeding is practical. Club members should select 5 or 10 desirable feeder lambs to fatten the first year. Each year thereafter the number he feeds should be increased. It is suggested that the club member start his feeding operations early enough so that his lambs will be ready to exhibit at the National Western Stock Show in Denver and be ready for market at that time.

There is an opportunity for the club members to develop small farm flocks in the breeding-sheep club. If it is a district of large flocks of sheep, the club member should raise registered animals. Range men are always looking for outstanding ram lambs.

The returns from the farm flock are two-fold, wool and mutton. It is advisable for the club members, who do not have the money at the start to buy registered ewe lambs, to purchase some grade ewe lambs or orphan lambs to raise, eventually disposing of them and using that money to buy registered lambs.
For club members who do not desire to grow breeding stock, it is recommended that they raise a grade flock, keeping ewes that will produce good lambs year after year and that transmit this ability to their ewe lambs. The lambs the club members do not desire to keep should be fattened and sold.
Swine Projects.—Pig-club work is conducted to give boys and girls on the farms opportunities of learning and teaching others through practical demonstrations, good methods of swine feeding, breeding, and management.

Pig-club work is divided into three projects—fattening, gilt, and sow and litter. The decision as to the swine project the boy enrolls in remains with himself, his dad, and the county extension agent. We hope eventually that he will have some sows and raise his own pigs to fatten or to use as breeding stock.

The fattening project will give him a little quicker turn-over than the breeding project. If he enrolls in the fattening project the first year, it would be well for him to purchase a gilt, either purebred or good grade the second year, keeping in mind the raising of his own pigs. The second year he can continue with fattening-out several head of pigs as well as raising the gilt. The third-year project would then be the sow and litter. If he is beginning with a gilt or boar pig, he should purchase one which was farrowed after March 1 of the year that he starts his club project.

Colt Club.—Boys and girls who are lovers of good horses find the 4-H colt club a fine project where they learn the selection, care, feeding, and training of colts.

The type of colt the club member selects depends on the use he wants to make of it when it is grown. The sire of the colt should be either a registered draft type or registered American Saddle Bred, Arabian, or thoroughbred. The club member is required to own, feed, train, and exhibit his horses.

Dairy Cattle Projects.—The object of 4-H dairy-cattle projects is to organize interested boys and girls into groups to study the feeding and management of dairy cattle, which will include record keeping, a study of diseases, fitting, showing, and the manufacture of the home supply of dairy products. Four-H dairy clubs are especially designed to train boys and girls for leaders in their communities. It is recommended that the club member start with a bred heifer. By so doing, it is only a short period of time until he has an income from the sale of milk. The animal must be owned by the club member enrolled in the project.

It is optional with the club member whether he has a dairy heifer or bull calf for his first-year dairy project. This depends on whether the father’s herd is large enough to warrant keeping his own male animal. If the member selects a bull calf for his project he should see that it is registered or eligible for registration.

An agreement should be made between the club member and his father as to the disposition of the bull at maturity.
The club member feeds and cares for a calf up to breeding age. Records are kept on cost of the calf, feeds used, and value of feed.

In the second-year dairy project the club member feeds and cares for a bred heifer up to and through the first calving. Records are kept on cost of calf, feeds used, and value of feed. Club members often continue with the calf raised in the first year’s work, or may start the second year’s work with a new calf. It is unnecessary to carry the first year’s work before enrolling for the second-year project.

During the third-year dairy project the club member feeds and cares for a producing cow. Feed cost records and production records are kept.

The fourth year’s work is the management of the herd. The club member should give special attention to details such as labor-saving devices, value of comfortable, clean quarters, use of milking machines, grooming cattle, marking and identification, dehorning, keeping corrals, buildings and equipment in sanitary condition, control of diseases and parasites, feed budget for year, use of balanced rations, sire selection, bull pens, and equipment.

The fifth-year project includes the production, handling, and marketing of milk and cream, making cottage cheese, American cheese, butter and ice cream on the farm, and standardization of milk and cream.

**Poultry Projects.**—The aim of the poultry projects is to teach boys and girls good poultry practices and the fundamentals of business transactions. The 5 years of work are designed to develop pride of ownership and afford club members an interesting and valuable method of making money.

Chicken-club members start the first year by hatching or securing a small flock of chicks (approximately 50), caring for them, and keeping records on them. Boys or girls who complete the 5 years of work can own a flock (at least 150) of their own or take over the management of the home flock. Poultry projects do much to stimulate a greater interest in high-standard poultry and eggs.

The raising of turkeys is a very worthwhile enterprise. Club members enrolled in turkey projects learn about varieties of turkeys, hatching, care and feeding of poults, control of parasites, selection of good birds, marketing, and keeping of records. Four years of turkey-club work are offered to club members.

**Rabbits.**—There are two types of rabbits a club member should consider for his project. The wool-bearing rabbit produces fine wool and can be sheared about 4 times a year. The meat rabbit is sold both for the meat and skin. Rabbits multiply very rapidly, so a club mem-
ber should consider the possibility of the market for rabbit meat in deciding on the number of does to have in his project.

**Home Economics Projects.**—Five years of work are offered in each of the following home economics projects: Clothing, foods, and home furnishings. The year of work in which a girl enrolls should be fitted to her age and experience.

**Clothing.**—The aim of the clothing project is to develop the ability to make and select articles of clothing and to assemble them into a complete harmonious costume. During the first year, simple articles are made that teach basic fundamentals requiring simple skills. Each year's work becomes a little more advanced so that the girls are receiving progressive training in sewing, basic knowledge of materials, line and color, and appreciation of good taste in clothing.

**Foods.**—The foods projects are designed to give a working knowledge of how to select, prepare, serve, and to preserve food in such a way as to insure adequate and attractive meals for the members and their families. Simple fundamentals of cookery, serving, and the principles of good food habits are taught during the first year, which form a basis for the knowledge and skills to be acquired during the more advanced years' work. Good health is largely dependent upon the proper foods. Girls who complete the 5 years of foods work should know what their own food needs are, be able to prepare and serve many delicious dishes and baked products, know how to plan meals, preserve food by canning, storing, and drying, and feel at ease while entertaining guests.

**Homefurnishings.**—The 4-H Club work in homefurnishings is designed to foster appreciation and enjoyment of home life, and to emphasize simplicity and good taste in homefurnishings rather than cost. Plans for the possible improvements in the girl's room are made during the first year; each year she adds new improvements. At the end of the 5 years' work, she should have an attractive room with many conveniences. Care of the room is emphasized in each year's work.

**Home Beautification.**—The purpose of the 4-H home-beautification project is to make the immediate surroundings of the club members' homes more attractive, and to develop their appreciation of flowers, shrubs, trees, grass, and all of nature's contributions to a beautiful world.

This project is one which naturally can not be completed in 1 year. However, by following a careful plan the accomplishments of each year will be directed toward a final goal—pride in one's own home.
Safety, First Aid, and Home Nursing.—These projects are applicable for both boys and girls. Safety includes safety on the farm, in the home, and on the highway. First aid teaches what to do in the case of an emergency. Home nursing is designed to train club members to know how to care for the sick at home. These projects are written, keeping in mind the distance one might live from a doctor, and the necessity of knowing what to do in case of an emergency or sickness in the home. Each is a separate project and the club as a whole should enroll in the same project.

Honey Production.—This project is to give the club member instruction on the care, housing and feeding of bees, prevention and control of disease, and construction of equipment. The honey produced can materially help the club member’s family. A club member should start with one hive of bees.

Junior Leadership.—The junior-leadership project is open to club members over 14 years of age. These young people can have complete charge of project clubs or can be assistants to adult leaders. If the club is large, the club may be divided as to responsibility according to projects; a junior leader may have charge of one type of project. Occasionally the entire club membership should meet together with the adult leader. The decision as to whether the club member can take complete charge of a project club remains with the county extension agent or home demonstration agent.

The purpose of this project is to assist the club member in learning about organization work and how to be a successful leader of a group. The leadership manual in no way tries to give a formula for successful leadership, but to encourage the club members to use their own initiative and ideas.

Extra 4-H Club Activities

Many 4-H Club members are interested in special activities besides their regular project. This desire on the part of the club member is met by outside activities. An activity is not a project and an enrollment is not necessary. Any regularly enrolled club member may take part. Colorado has two such activities which are as follows:

Creative Art.—The purpose of this activity is to encourage the members to spend part of their leisure time in developing any talent they may have. Some excellent paintings, drawings, woodwork, leather work, and other types of handicraft are exhibited at the end of the year as a result of this activity.

Photography.—Four-H Club members should be encouraged to take pictures of their 4-H activities and project work. This activity helps boys and girls to learn how to take better pictures, gives them a better appreciation of good photography, and starts them making a good collection of their own.