



## Santa Cruz County 4-H Youth Development Program Member Development Funding Instructions

The Santa Cruz County 4-H Leaders Council provides members with development funds in order to offset the costs related to participating in citizenship, leadership and life skill opportunities, including but not limited to fees associated with: Santa Cruz County 4-H Camp, LCORT, and State Leadership Conference.

### PROCESS:

#### *Prior to event:*

1. Complete event application and turn into your Community Club Leader, two months before event, application deadline. **Returning delegates must have a record book turned in with application.**
2. Complete Santa Cruz County Member Development Funding Application. Turn in with event application. Along with a minimum 1 page description of how you are active in 4H-club and county level. ie. 4H story.
3. Write a co-pay check for the event to the: Santa Cruz County 4-H Council. All co-pay checks will be cashed. Turn in with both applications.  
Co-Pay Rates:
  - \$25.00 for events with a total cost under \$100.00.
  - \$50.00 for events with a total cost over \$101.00.
4. The Council will review both applications.

5.. The Leaders Council will make a decision within 1 week after monthly meeting; if funding will be granted and how much.

#### *After the event:*

1. Write a minimum of a 1 page report of what was learned at the event and how you will use it in the county or club level. This report has to be turned in within 30 days of returning from event. To your Community Club leader so they can sign it off.
2. Once the Community Club leader has signed off, turn it into the Council. The Council will sign off on paper work.
3. Members who are awarded funds and register for event, but do not attend, will be responsible for reimbursing the Leaders Council for all expenses.
4. Members are encouraged to develop an approved fund raising plan to off-set the costs for citizenship, leadership and life skills opportunities.

### APROXIMATE MONTHS FOR EVENTS ARE DUE TO COUNCIL

Check County calendar to confirm event dates.

4H Camp---Begin process in April, application deadline is June--- for camp in July.

LCORT-----Turn in October for application deadline is December 1<sup>st</sup>---conference is end of January.

State Leadership conference---Turn in April, application deadline is end of June—conference is in the beginning of August.



**Santa Cruz County  
4-H Youth Development Program  
Member Development  
Funding Application**

**Complete PRIOR to incurring expenses:**

Name:		
Address:		
	Age:	Year in 4H:
Phone:	Club:	
Date:	Have you attended this event before?	
Name of Event:		
Event Dates:		Event Location:
Event Cost:	Deposit Amount:	Amount Requested:
How will this event assist you in developing citizenship, leadership, and like skills?		
What will you be doing with these skills in your club?		
How will you enhance the 4-H Youth Development Program in Santa Cruz County?		
When and how will you share this information with your club or county?		

**STEP ONE** (to be completed by Santa Cruz County 4-H Leaders Council, return to member)

Date _____	Event Application Enclosed: _____
Deposit Check Number: _____	Amount: _____
Date of Council Presentation <b>Prior</b> to Event: _____	
Accept: _____	Amount Approved: _____ Deny: _____
Cost to Member: _____	(due 60 days after the completion of the event)
Comments: _____	
Leaders Council President Signature _____	Date _____

**STEP TWO** (to be completed by the Community Club Leader, return to member)

Date _____	_Date report is turned in <b>After</b> Event: _____
Comments: _____	
Community Club Leader Signature _____	Date _____

**STEP THREE** (to be completed by Santa Cruz County 4H Leaders Council, return to

Date _____	Date report is turned in <b>After</b> Event: _____
Comments: _____	
County Council President Signature _____	Date _____

Complete form (pages 2 & 3) and return it to:

Santa Cruz County 4-H Leaders Council  
1432 Freedom Blvd  
Watsonville, CA 95076