

**INDIANA
4-H
GENERAL TERMS
AND
CONDITIONS**

The Indiana 4-H Program Philosophy and Expectations

The Indiana 4-H program serves the youth of Indiana by providing a strong educational youth development program. This program delivers educational experiences in a variety of settings. Caring, capable, and contributing adults assist in the 4-H program as models for youth. The rich heritage of the 4-H Program is one to be valued and passed along to future generations.

The Indiana 4-H Youth Policy and Procedures Book sets out certain standards and guidelines to be used to assure that 4-H is a positive youth development program. County 4-H policy is guided by the county 4-H policy making or governing board (i.e., 4-H Council) as provided by the County Extension Board. Legal authority for the 4-H Program rests with the Director of the Cooperative Extension Service at Purdue University. No county 4-H policy may conflict with state 4-H policy or with federal guidelines and requirements.

Deadlines for county and state participation should be carefully constructed so as to encourage rather than to discourage participation. Such deadlines should be well published. Members not complying with established and published dates and deadlines for exhibition may be denied the opportunity to exhibit.

It is the policy of 4-H to be an inclusive organization. No county policy or practice should be used to arbitrarily exclude youth from either membership or participation. Youth should participate in 4-H Youth Development opportunities at levels and times that best suit the youth's development and support family involvement.

4-H Club Membership

Youth may become 4-H members when they enter the third grade and may continue their membership through the completion of grade 12. A member may continue membership for a maximum of ten (10) years.

An individual's 4-H grade is determined by the school grade in which he or she is classified regardless of the time of year he or she enrolls in 4-H. A member does not advance in 4-H grade until he or she enrolls in 4-H for the subsequent school year. Each member should enroll in the division of a project that would best suit his/her interest and potential for personal growth and would enhance their family involvement.

Opportunities in the 4-H program are available to all Indiana youth as defined regardless of race, religion, color, sex, national origin, marital status, parental status, sexual orientation or disability. Married young men and women of 4-H age may participate in any of the 4-H projects and activities.

However, married persons must participate by the same terms and conditions and/or guidelines as unmarried participants. Membership in 4-H is gained annually by enrolling through a Purdue University Cooperative Extension Service Office located in each of Indiana's 92 counties.

The 4-H club year usually extends from one annual 4-H exhibit to the next. Enrollment is an annual process attained by completing the appropriate county 4-H enrollment form. Each county establishes its own enrollment deadline.

Mini 4-H Non-Competitive Policy

Mini 4-H is a program designed to encourage positive development of children, kindergarten through second grade. The goal of Mini 4-H is to help young children explore friendships outside the family; explore the way in which things work; practice both small and large muscle control; and think about the ways people work together on projects.

The NON-COMPETITIVE learning environment for Mini 4-H includes:

1. Planned learning activities in which children are invited to be active and explore materials and ideas without the pressure of completing a specific product or exhibit.
2. Low adult/leader-to-child ratio that allows time for adults/leaders to provide individual, positive encouragement and assistance.
3. Simple, interesting activities that are fun.
4. Encouragement of children to participate in a group activity by sharing and or displaying their activity projects.
5. Rewards that are identical and/or ribbons of the same color for everyone.

DO NOT JUDGE projects, but instead discuss them with the child.

Residence

Indiana youth typically enroll in 4-H in the county or state in which they reside. However, individuals living in one county may join 4-H in another county. There may be educational or social reasons for an individual joining 4-H in a different county than that of their primary residence. During a single calendar year, a 4-H member enrolled in a given project is expected to enroll and exhibit that project only in one county of enrollment.

In the event that a project is not offered in the county of primary 4-H enrollment, a 4-H member may enroll in that specific project in a different county. Approval of this special exception rests with the county 4-H policy-making or governing board (i.e. 4-H Council) and/or the Extension Board of the receiving county. Participation in 4-H related activities and events (i.e., judging; Share-the-Fun) must be in the county of primary 4-H enrollment.

The above policy is not intended to provide an escape mechanism for troubled 4-H members and families who are unwilling to follow the terms and/or conditions in their current county of 4-H membership. Decisions regarding 4-H membership in a non-resident county (a county you do not live in), rest with the County 4-H Council and/or the Extension Board in the receiving county.

Note: In a statement from our federal partner in Washington, DC, the following statement appears: *"Anytime there are procedures for exclusion of individuals from events which use the 4-H name, there are potential challenges to enforcement of the exclusions. The challenges have a substantial potential to prevail and they frequently result in negative publicity for the organization. Therefore, before choosing a policy of exclusion, it is wise to evaluate the exclusion being considered to be sure there is an overwhelming educationally-based need for the exclusion"*.

Behavioral Criteria for 4-H Events and Activities ***(Recommend distributing with health forms for trips/activities.)***

To 4-H members, volunteers, parents, and the public: When attending, participating or acting on behalf of the 4-H program, all persons are expected to conduct themselves in accordance with accepted standards of social behavior, to respect rights of others, and to refrain from any conduct which may be injurious to the 4-H program. **The following actions constitute misconduct for which persons may be subject to disciplinary penalties and/or dismissal from the program:**

- (a) Dishonesty in connection with any 4-H activity by cheating or knowingly furnishing false information.
- (b) Alteration or unauthorized use of 4-H records.
- (c) Obstruction or disruption of any 4-H activity or aiding and encouraging other persons to engage in such conduct.
- (d) Failure to comply or aiding or encouraging other persons not to comply with specific terms and conditions of a given project, contest, or activity.
- (e) Failure to comply with directions of 4-H officials acting in the proper performance of their duties.
- (f) Inhumane treatment of 4-H animal projects.

There are many opportunities for 4-H members, volunteers, parents, and the public to participate in 4-H events and activities. When involved in such experiences, members, volunteers, parents, and the public are expected to follow all rules and regulations as outlined by those responsible for the specific program or activity. In all such 4-H activities, the following constitute a violation of behavioral expectations:

- 1. Possession or use of fire crackers, gun powder, firearms, chemicals or other materials that can be used to create an explosive mixture.
- 2. Misuse of fire equipment or sounding a false fire alarm.
- 3. Having a guest of the opposite sex in your sleeping quarters.
- 4. Physical or verbal abuse of any person or conduct which threatens or endangers the health or safety of any person.
- 5. Theft of or malicious damage to property.
- 6. Possession, use, or distribution of alcohol, illegal drugs, tobacco, and tobacco-like products, or other dangerous substances, in the presence of 4-H youth.
- 7. Lewd, indecent, or obscene conduct.
- 8. Unauthorized entry, use or occupancy of any facility.
- 9. Any conduct which threatens or interferes with maintenance of appropriate order and discipline or invades the rights of others.

When violations occur at out-of-county, district, area, and/or state and/or national 4-H events, the following procedures will be followed:

- (a) The parents/legal guardians will be contacted to arrange transportation home for the violator(s) and;
- (b) The local extension educator will be notified.

Guidelines for Exhibition and Completion

Following are policies that govern exhibition and completion of 4-H Projects:

Exhibition: Exhibition of 4-H projects in local, county, or state exhibits/fairs is voluntary on the part of the exhibitor. The exhibition of 4-H projects provides 4-H members an opportunity to display their 4-H projects, enter into competition and participate in an educational/social environment with peers. With exhibition also comes the responsibility for abiding by all the terms and conditions pertaining to the respective 4-H project.

Completion: The completion of a 4-H project must not be misinterpreted as exhibition of said project at a local, county, or state fair. 4-H members are considered complete in their project work for that year when they have (1) completed an "official" 4-H member enrollment form prior to the established and published date for enrolling; (2) turned in a completed 4-H project record sheet prior to the established and published date; and (3) had an officially recognized 4-H leader/extension educator verify the existence of the completed project or activity. Though exhibiting in local, county, and state exhibits/fairs is not required for project completion, as it does not necessarily relate directly to content and skills learned in the development of the 4-H project, project exhibition is encouraged as a continuation of the educational experience.

Note: In a statement from our federal partner in Washington, DC, the following statement appears: *"Anytime there are procedures for exclusion of individuals from events which use the 4-H name, there are potential challenges to enforcement of the exclusions. The challenges have a substantial potential to prevail and they frequently result in negative publicity for the organization. Therefore, before choosing a policy of exclusion, it is wise to evaluate the exclusion being considered to be sure there is an overwhelming educationally-based need for the exclusion."*

Guidelines for Animal Exhibits: Each 4-H member shall own his/her 4-H exhibit. Ownership, personal possession, and regular care of the animal must be in effect on or before the county and state enrollment deadlines and continuously until after the 4-H show at the county and/or state fair.

- For 4-H breeding animals, family corporations and/or partnerships of 4-H members with one or more parents, siblings, grandparents, aunts, uncles, or a legal guardian are acceptable.
- For 4-H dairy cattle, family corporations and/or partnerships of the 4-H member with unrelated persons or dairy operations are also acceptable.
- Dairy heifers, horses, ponies and llamas may be leased. These leased animals may be 4-H projects, but are subject to approval of the county 4-H dairy, horse & pony, or llama committee.
- 4-H animals purchased, sold or offered for sale after the animal enrollment deadline and prior to the Indiana State Fair, shall not be eligible to be shown in the 4-H show at the Indiana State Fair.
- 4-H animals exhibited after the animal enrollment deadline (April 1st for steers and May 15th for all other animals), under a different name than the person listed on the Indiana 4-H animal enrollment form shall not be eligible to be shown in the 4-H show at the Indiana State Fair. This means that if the animal is exhibited at any show by anyone other than a person listed on the Indiana 4-H animal enrollment form, the animal will not be eligible to be shown in the 4-H show at the Indiana State Fair. This term/condition does not apply to siblings, who may show each other's animals at any show during the year without jeopardizing State Fair eligibility, regardless of whether or not the sibling is a 4-H member. 4-H animals are expected to be in the possession

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and regular care of the 4-H member who owns/leases them (unless other arrangements have been agreed upon by the county 4-H Council) from the animal enrollment deadline until the conclusion of the county and/or state fair. **NOTE: This term/condition does not apply to the horse & pony program where a parent MAY also show the horse or pony after it has been enrolled in the 4-H Program. Please refer to Policies and Procedures for the updated policy regarding Horse & Pony.**

- See State Fair Terms and Conditions section of this handbook for the Indiana State Fair ownership guidelines.

State Fair Exhibit, Animal Ownership, and Grievance Procedure

State Fair Exhibits:

- An exhibit may not be entered in more than one State Fair 4-H lot except in some animal classes where designated. In a State Fair lot requiring more than one item, all items must be exhibited by the same 4-H member. All parts of an exhibit made in one lot must belong to one 4-H member.
- All 4-H exhibits at the State Fair must be prepared during the current 4-H year. Eligibility rests solely with the State 4-H/Youth Development Department Head on entries in all 4-H classes.
- Any 4-H exhibit removed from display prior to the official release will be disqualified. Any 4-H placings or prizes (including ribbons, money, medals, trophies, etc.) awarded that exhibit will be forfeited.
- 4-H exhibitors having an entry in animal lots at State Fair are expected to show their own animals. In cases where this cannot be done, the owner may request a substitute showman. Substitute showmen must be approved in writing by the 4-H show manager, 24 hours prior to the showing of the animal(s) needing a substitute showman. Requests will only be granted for medical emergencies, conflicts with showing other animals, or desperate circumstances deemed unavoidable by the 4-H show manager. Failure to be excused from a job will not result in a substitute showman form.

Animal Ownership/Possession and Exhibition:

- 4-H animals purchased, sold or offered for sale after the animal enrollment deadline and prior to the Indiana State Fair, shall not be eligible to be shown in the 4-H show at the Indiana State Fair.
- 4-H members showing registered beef, Boer goats, dairy, dairy goats, sheep, and swine must present a registration certificate (no photocopies, carbons or fax copies, except a fax directly from the national breed association to the Indiana State Fair) to the 4-H show manager before the specified time for each specie, showing that the exhibitor owns the animal being exhibited, as per ownership terms, on or before the May 15th enrollment deadline and continuously until 4-H show day at the Indiana State Fair.
- 4-H breeding beef, Boer goats, dairy goats, sheep, and swine must be registered in one of the following ownership methods: (1) in the 4-H members' name, (2) John Smith & Sons, (3) John Smith, Sons & Daughters, (4) John Smith & Family (family includes sons, daughters, and legal guardian youth only), (5) Mark Smith (brother) & Mary Smith (sister), (6) Family Corporations, where the 4-H members' name appears as a holder of stock in the corporation, and proof of

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same must be supplied on or before the enrollment date, (7) Family partnership where the 4-H member's father, mother, brother, sister, aunt, uncle, grandparent, and/or legal guardian is also in the family partnership and the 4-H member's name appears on the legal, notarized partnership. A copy of the written document must be attached to the enrollment form before the enrollment deadline.

- 4-H breeding beef, Boer goats, dairy goats, sheep, and swine will not be accepted in the State Fair 4-H show if they are registered in a parent's name only, farm name only, or partnerships with unrelated persons (such as "Smith View", "Smith Oak", "John Doe & William Smith (4-H member)", "Long Oak & William Smith (4-H member)", etc.).
- For 4-H dairy cattle, partnerships of the 4-H member with unrelated persons or dairy operations are acceptable (i.e. John Doe and William Smith (4-H member) or Long Oak and William Smith). Dairy cows and heifers, owned in a partnership, may not be exhibited by more than one person from May 15th until the conclusion of the State Fair 4-H Dairy Show. This person must be the exhibitor of the animal in the current State Fair 4-H Dairy Show or the animal will be ineligible for this show. 4-H dairy cattle will not be accepted in 4-H classes at the State Fair if they are registered in the father's name only or in a farm name, such as "Smith View", "Smith Oak", etc., unless the 4-H member has a lease agreement for this animal.
- The State Fair 4-H dairy show is for registered animals only (no commercial dairy cattle).
- **READ THE STATE FAIR 4-H/FFA PREMIUM BOOK FOR SPECIFIC OWNERSHIP REQUIREMENTS OF A GIVEN PROJECT.**
- The dairy lease program is only for 4-H members who do not own their own dairy cows and/or heifers. Only dairy heifers that will be less than two years-of-age at the time of the Indiana State Fair 4-H dairy show may be leased. Leasing a dairy heifer will be considered the equivalent of ownership. The 4-H member should be regularly involved in the care of the heifer, regardless of where the heifer is kept, and the 4-H member should have exclusive show rights to the heifer during the 4-H lease period from May 15th until the 4-H dairy show at the Indiana State Fair. Leased 4-H dairy heifers must be registered (although it is not necessary to have the registration paper transferred to the 4-H member's name) by May 15th and their registration number listed on the 4-H member's dairy enrollment form.

Adult Behavioral Expectations

To Promote the Well-Being of Youth for Faculty, Extension Educators, Staff, and Volunteers who work with 4-H Youth Development Programs in Indiana.

"Those who believe in and work with youth have confidence in our future."

These Adult Behavioral Expectations give faculty, educators, staff, and volunteers the opportunity to reaffirm their commitment and dedication to the well-being of young people. When all faculty, educators, staff, and volunteers sign a copy of this document, individuals are making a collective statement that youth in the 4-H Youth Development Program are being treated with respect, dignity, and attention to individual needs. The faculty, educators, staff, and volunteers who work with the 4-H Youth Development Program in Indiana are proud of the quality educational programs provided to youth of this state and to their personal commitment to nurture the positive growth and development of youth.

In my role as a 4-H Youth Development Program faculty, educator, staff, or volunteer I will:

Respect, adhere to, and enforce the rules, policies, and guidelines established by the Purdue University Cooperative Extension Service including all laws related to child abuse and substance abuse.

Conduct myself in a courteous, respectful manner, exhibit good sportsmanship, and demonstrate reasonable conflict management skills.

Be truthful and forthright when representing the 4-H/Youth Development Program.

Under no circumstances allow, consume, or be under the influence of alcohol or illegal drugs at 4-H Youth Development Program events or activities.

Recognize that verbal or physical abuse, failure to comply with equal opportunity and anti-discrimination laws, or committing criminal acts are not acceptable practices in 4-H Youth Development Programs.

Accept my responsibility to represent 4-H Youth Development Programs with dignity and pride by being a positive role model for youth.

Accept supervision and support from salaried Extension staff or designated management volunteers.

Participate in orientation and training, which includes youth protection standards, sponsored by the Purdue Cooperative Extension Service.

Operate machinery, vehicles, and other equipment in a safe and responsible manner when working with youth participating in 4-H Youth Development Programs.

Treat animals in a humane manner and teach program participants appropriate animal care and management.

Use technology in an appropriate manner that reflects the best practices in youth development.

Accept my responsibility to promote and support the 4-H/Youth Development Program in order to develop an effective county, state, and national program.

I have been given the opportunity to review these expectations and the opportunity to ask questions, and any questions have been answered to my satisfaction. I acknowledge that I have read and agree to abide by the behavioral expectations in this document. I understand that my failure to comply with these expectations may result in disciplinary action or termination as a faculty member, educator, staff, or volunteer of the Indiana 4-H Youth Development Program.

**JOHNSON COUNTY
4-H
GENERAL TERMS
AND
CONDITIONS**

Johnson County 4-H General Terms and Conditions

(Note: County Rules Supplement All Other Rules.)

Note: * denotes rule change for 2009

1. Youth may become 4-H members when they enter the third grade and may continue their membership through the completion of grade 12. A member may continue membership for a maximum of ten (10) years.
2. A boy or girl living in any other county may be a 4-H member in Johnson County if more convenient. A non-resident person who desires to be a 4-H member in Johnson County and another county during a given year must have the approval of the 4-H Council prior to enrollment in Johnson County.
3. 4-H enrollment cards must be completed and turned in to 4-H Leader by April 1 in order to insure that the member receives necessary 4-H materials. 4-H livestock project enrollment cannot be accepted after May 15. The ownership deadlines for livestock and all other animals is May 15, with the exceptions found in the specific project rules. 4-H members turning in enrollment cards between May 15 and June 1 must follow grievance procedures to gain enrollment. No enrollments will be accepted after June 1!
4. All 4-H members are encouraged to attend ALL OF THEIR CLUB MEETINGS.
5. An exhibitor can exhibit only one article or animal in any section, class or division except Beef, Dairy, Swine, Sheep, Goats, or Horse & Pony Halter Classes.
6. All exhibits must be projects of the current year. (ITEMS MUST HAVE BEEN MADE SINCE THE PREVIOUS FAIR.)
7. The number of projects a 4-H member may enroll in each year should be determined by the 4-H member with guidance of parents and the 4-H Leader. Each child's ability varies so the number of projects taken yearly must be determined on an individual basis. All 4-H members are encouraged to complete all of the projects in which they are enrolled.
- *8. A 4-H member is considered completing the 4-H year when he/she (1) completes an "official" 4-H member enrollment form; (2) turns in a completed project record sheet on or before the established and published date; (3) had an officially recognized 4-H leader/extension educator verify the existence of the completed project or activity.
9. Record Sheets
Completed record sheets and/or record books for Scott, Fitzpatrick, and Magill Hall projects (except animal projects) must be turned in at the time projects are entered. Please **do not** put record sheets in plastic page protectors. Projects entered without a record sheet will receive a green participation ribbon and will not receive any premium money. Projects awarded a green ribbon but submitted with a record sheet will receive premium money.
- *10. Premiums will be paid only to 4-H members who turn in their completed project record sheets with projects at check-in time. It is suggested that 4-H members complete a "My Record of 4-H Achievement" card, however, the card will NOT be collected. Instructions for completing "My Record of 4-H Achievement" and "Record Keeping tips" are listed in this handbook on pages 190-191. Premium money will be paid for each completed project with the exception of Sewing,

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Photography, Garden, and Animals. Premiums will be paid for sewing wearable and non-wearable projects separately. Members in the advanced sewing category will be paid for each garment that they exhibit. Premiums will be paid for a maximum of two photography exhibits, four garden exhibits, and 10 animals regardless of species.

11. Premium vouchers may be picked up in Scott Hall during fair week on Friday, Saturday, and Sunday from 1 p.m. to 3 p.m. You must then take your premium voucher to the Fair office during these times to receive your premium money. Members will not receive premium money for exhibits entered after judging is completed. You can make arrangements for someone else to pick up your premium money. All premium money not picked up by 3:00 p.m. on Sunday (project pick up day) will be forfeited.
12. Exhibits will be released at the announced time ONLY! ABSOLUTELY NO EXCEPTIONS!
13. All 4-H project and policy decisions are made by the 4-H Council in the fall for the following year.
14. Judges and individuals who consume products from county and state competitions are at risk for food-borne illness since the established policy cannot guarantee that an entry which is a "potentially hazardous food" has been properly prepared and handled before, during, or following the competition.

15. Grievance Rules

(A) The 4-H Council Grievance Committee will hear all grievances relating to Johnson County 4-H General Terms and Conditions, record sheets, record books, enrollment forms, entry forms, and all project and exhibit rules except for matters arising during the judging of animals in Beef, Dairy, Llama, Swine, Sheep, Goats, Dogs, and Horse & Pony exhibits. Grievances concerning project judging must be submitted on the grievance form (see "Forms" section of Handbook) to the youth educator within 24 hours of the completion of the judging for that project. The youth educator will serve as a non-voting member of the 4-H Council Grievance Committee.

(B) A Project Grievance Committee will hear all grievances relating to matters arising in connection with the judging of animals in the Beef, Dairy, Llama, Sheep, Swine, Goats, Dogs, and Horse & Pony projects. The Project Grievance Committee shall consist of a representative of the 4-H Council, Member of the Executive Committee of the Fair Board, and a 4-H Leader who is not a 4-H Council Member or Fair Board Member. Grievances arising during animal judging must be submitted to the Secretary in the Fair Office within one hour of the occurrence that gave rise to the Grievance. The Department Superintendent and an Extension Educator will serve on this Grievance Committee as non-voting members.

General Grievance Procedures for Both Levels:

A Grievance must be submitted on the Grievance form (see "Forms" section of Handbook) and must be accompanied by a \$25 grievance fee. If the grievance is upheld, the grievance fee will be returned. Only the 4-H member(s) directly involved in the grievance, their parents or guardian, and their 4-H leaders may appear before the grievance committee. Any other persons desiring to express an opinion with respect to the grievance may submit a written statement to the youth educator or a member of the grievance committee prior to the meeting on the grievance, but will not be permitted to appear at the meeting.

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Appeal Process: Decisions may be appealed to the 4-H Council first. The final appeal on a grievance decision would go to the Johnson County Extension Board.

16. The Johnson County Fair Board, Fair Association, 4-H Council, Extension Service and all employees associated with each organization assume NO liability for loss or damage to any article while on the fairgrounds. All entries are tendered and accepted upon that condition.
17. BEHAVIORAL EXPECTATIONS OF JOHNSON COUNTY 4-H MEMBERS:
4-H members, when attending, participating or acting on behalf of the 4-H program, are expected to conduct themselves in accordance with accepted standards of social behavior, to respect the rights of others, and to refrain from any conduct which may be injurious to the 4-H program.

Self-discipline is an important quality which we hope to assist members to acquire as a step necessary in becoming productive responsible citizens. The following actions constitute misconduct for which 4-H members may be subject to disciplinary penalties:

- A) Dishonesty in connection with any 4-H activity by cheating or knowingly furnishing false information.
- B) Evidence of alteration and/or excessive outside help and/or unethical preparation.
- C) Alteration or the unauthorized use of 4-H records.
- D) Obstruction or disruption of any 4-H activity or aiding and encouraging other persons to engage in such conduct.
- E) Failure to comply with specific rules of a given project, contest, or activity.
- F) Failure to comply with directions of 4-H officials acting in the proper performance of their duties.

Participating in 4-H can be an exciting learning opportunity for building new friendships and participating in new adventures which will enrich 4-H members' lives. These growth experiences require many people to live together harmoniously, and all participants are expected to conduct themselves as ladies and gentlemen. Acceptable standards of behavior are expected at all county 4-H activities (meetings, workshops, local trips, pre- and post-fair activities, 4-H Fair, etc.). The same behavior standards are expected at all regional, state, and national 4-H functions (meetings, trips, judging events, State Fair, etc.).

Part of being a responsible 4-H member is working with other 4-H members and assisting leaders in preventing problems injurious to the 4-H program. It is imperative that our 4-H program maintain an orderly, safe, and disruption-free atmosphere conducive to educational youth development. 4-H members and adult volunteers are asked to behave responsibly, respecting the rights of others. 4-H members will be held accountable for their actions; consequently, we ask that they utilize self-control and make decisions regarding their actions as a responsible citizen.

For those who have not learned appropriate and acceptable social behavior, the following constitute a violation of behavioral expectations:

- 1) Possession or use of fire crackers, gun powder, firearms, chemicals, or other materials that can be used to create an explosive mixture.
- 2) Misuse of the fire equipment or sounding false fire alarms.
- 3) Having a guest of the opposite sex in your sleeping quarters.
- 4) Physical abuse of any person or conduct which threatens or endangers the health or safety of any person.

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- 5) Theft of or malicious damage to property.
- 6) Possession, use or distribution of alcohol, illegal drugs, tobacco, and tobacco-like products or other dangerous substances.
- 7) Lewd, indecent, or obscene conduct.
- 8) Unauthorized entry, use, or occupancy of any facility.
- 9) Any conduct which threatens or interferes with the maintenance of appropriate order and discipline or invades the rights of others.

When violations occur at county, area, district, and/or state and/or national 4-H events, the following procedures will be followed:

- A) The parents/guardians will be contacted to arrange transportation home for the violator(s) and;
- B) The local extension educator will be notified.

PENALTIES: If, in the opinion of the state 4-H leader and/or local 4-H Council that misconduct in a 4-H project or activity or a violation of behavior expectations is noted, at either the county, area or state level, the exhibit and/or 4-H member will be disqualified from the show and/or all premiums and/or awards forfeited and/or disbarment from participation in that project and/or activities. Further, enforcement may be selective which does not waive the state 4-H leaders and/or local 4-H Council's right to enforce collectively at a future date and appropriate circumstances.

SCOTT, MAGILL AND FITZPATRICK HALLS

PROJECT RULES

1. ALL POSTERS MUST:

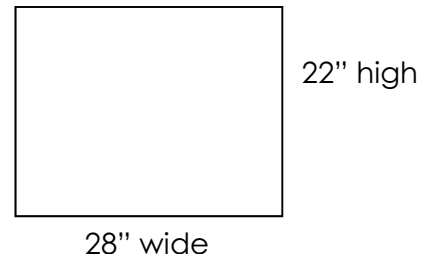
A) Have a solid, stiff backing – that is 22" high by 28" wide (same as poster size) – such as plywood, HEAVY cardboard, foamboard, or masonite. Doubling the poster board is NOT allowed.

B) Be positioned HORIZONTALLY on a posterboard 22" high by 28" wide.

C) Have a total exhibit board no larger than 22" high by 28" wide.

D) Be COMPLETELY COVERED by a solid sheet of clear plastic or in a sleeve.

E) Exhibit tag must go in the bottom right-hand corner on the front of all posters and notebooks.



NOTE: POSTERS AND NOTEBOOKS WILL BE LOWERED ONE RIBBON PLACING FOR EACH REQUIREMENT NOT MET.

2. ALL NOTEBOOKS MUST be a conventional three-ring notebook that accommodates 8 1/2"x 11" notebook paper.

3. Scott Hall will be open for parents and 4-H members during judging of 4-H projects. The judging will be closed to everyone during the Champion selections except for judges and superintendents. Magill and Fitzpatrick Halls will be open for judging except for Mini 4-H judging. The judging will be closed for Champion selection with the exception for Aquatic Science, Cats, Poultry, Rabbits, and Small Animal projects.

4. Once an exhibit is checked in for judging IT MAY NOT BE reclaimed for changes or alterations.

5. All projects and their record sheets must go through the check-in procedure before judging. Please do not leave projects early. 4-H members leaving projects and record sheets without going through check-in procedure will do so at their own risk.

6. Placings given during open judging are preliminary and will not be considered final until the conclusion of the judging of the project. In all projects, the judge's decision is final.

8. Exhibits entered after that project's check-in time is completed will not be eligible for honor group selection. The exhibit will be judged for a blue, red, or white placing.

9. Exhibits entered after judging is completed for that project will receive green participation ribbons. Members will not receive premium money for late exhibits.

10. Projects in Magill Hall and Scott Hall will be released on Sunday, July 26, between 1:00 and 3:00 p.m. ABSOLUTELY NO EXCEPTIONS.

EXPLANATION OF 4-H PROJECT RIBBONS

Grand Champion – Best exhibit in the entire project (Selected from Champion exhibits).

Reserve Grand Champion – 2nd best exhibit in the entire project (Selected from Champion exhibits and the Reserve Champion of the division that won Grand Champion).

Champion – Best exhibit of each division (Selected from the Honor Group exhibits).

Reserve Champion – 2nd best exhibit of each division (Selected from the Honor Group exhibits).

Honor Group – 1st place with special recognition (Selected from the Blue Ribbon exhibits).

Blue – 1st place

White – 3rd place

Red – 2nd place

Green – Participation

There is no limit to the number of honor group, blue, red, or white ribbons that a judge may award.

GUIDELINES FOR SELECTION OF 4-H PROJECT AWARD WINNERS

1. Official 4-H judges will select all award winners.
2. Building Superintendents, Project Leaders and Youth Educator will make ruling on project if not covered in the Handbook. State rules and/or project manuals will be used as the guidelines.
3. Champions and Reserve Champions will be chosen in all divisions of all projects in Scott, Fitzpatrick and Magill Halls if quality merits. Grand and Reserve Grand Champions will be selected for each project from that project's Champion and Reserve Champion winners if quality merits.

4. State Fair selections will be made in the following projects:

Aerospace	Food Preservation	Shooting Sports
Cat Poster	Forestry	Soil & Water Conservation
Child Development	Genealogy	Small Engines
Cake Decorating	Geology	Sportfishing
Consumer Clothing	Home Environment	Vet Science
Crafts	Llama Poster	Weather
Dog Poster	Models	Wildlife
Electric	Personality	Woodworking
Entomology	Photography	Beekeeping
Floriculture	Rabbit Poster	
Foods	Sewing	

Project will be selected as a State Fair Exhibit only if quality merits its selection.

5. State Fair Entry in the following projects is optional to 4-H members entered in those projects:

Beef	Dairy Steers	Llamas
Cats	Dog	Poultry
Dairy	Garden	Rabbits
Dairy Goats	Goats	Sheep
Dairy Feeder Steers	Horse & Pony	Swine

It will be the responsibility of the 4-H member to meet the official enrollment deadline and make official State Fair Entry for these projects.

- *6. **4-H members with exhibits selected for the State Fair will be expected to make arrangements for their exhibit to get to the State Fair and be picked up after the State Fair. 4-H members will receive information about when exhibits are due at the State Fair as well as other needed information. If a 4-H member is unable to get their exhibit to the State Fair, the exhibit needs to be at the Extension Office by Wednesday, July 29th.**

ANIMAL PROJECT RULES

- *1. Johnson County and State Fair Enrollment and Ownership dates are: March 7 (date of Beef ID) for Beef Steers, all Crossbred Beef Heifers, Dairy Beef Steers, and Dairy Feeder Steers; and May 9 for Goats, and Sheep. Dairy, Cat, Small Animal, Aquatic Science, Horse & Pony, Llamas, Poultry, Rabbits, registered Beef Heifers, and Swine ownership date is May 15. Ownership for Dogs is April 1st; enrollment deadline is May 1st. Each member must own his/her own exhibit. Horse & Pony members must read specific Horse & Pony Rules. 4-H members showing registered beef, Boer goats, dairy, dairy goats, sheep, and swine must present a registration certificate (no photocopies or carbons) to the 4-H Show manager (barn superintendent) before the specified time for each species, showing that the exhibitor owns the animal being exhibited, as per ownership terms, on or before the May 15th enrollment deadline and continuously until 4-H show day at the Indiana State Fair.
2. All members enrolled in Beef, Dairy, Goats, Horse & Pony, Sheep, and Swine must turn in their animal enrollment forms for their species to the Extension Office by May 15 (state deadline). Forms not turned in by May 15th will be accepted until June 1st with a \$25.00 per specie late fee for each form received after the deadline through June 1st. 4-H members turning in forms after the May 15th state deadline will not be eligible for the Indiana State Fair but may show at the Johnson County Fair to complete the project. **NO FORMS WILL BE ACCEPTED AFTER JUNE 1st.**
- *3. **All Animal Projects—Completed Johnson County Fair animal entry forms must be turned in to the Extension Office by 4:30 p.m. on or before, June 15, 2009.** Late entries for the animal entry form can be submitted by, June 19, 2009 for all animals with a late entry fee of \$25.00 per species. Completed record sheets for all animal projects must be turned into the Extension Office by 4:30 p.m. on or before **Monday, July 6, 2009.** Anyone enrolled in an animal project, not submitting a completed record sheet by 4:30 p.m. on July 6, 2009 may submit the project's completed record sheet together with a late fee of \$25.00 **by Friday, July 10, 2009 4:30 p.m. to the Extension Office.** Those not received by the above listed dates with late fee will not be eligible to show or sell animals.

* NOTE: Cats must have 4-H 777 Vaccination form turned in with their entry (will be returned at cat show).
- *4. In the event of injury, sickness or death of a 4-H enrolled animal (livestock or all other animal projects), the 4-H member may complete the project and receive premium money by turning in all necessary paperwork and the completed project record sheet with a signature of an officially recognized 4-H leader/extension educator to verify the existence of the completed project or activity. Refer to Indiana 4-H Completion guidelines on page 15.
- *5. 4-H members must exhibit their own animals except as provided elsewhere in these rules, or if the 4-H member will be absent from the county for an extended period of time, the 4-H Council may permit another Johnson County 4-H member **enrolled in the same project** to exhibit the animal. Those 4-H members who are unable to show their animals should complete the form UA1 (see "Forms" section of Handbook). The form is to be completed and turned in with the record sheets no later than July 6, 2009.
6. In Beef, Dairy, Goat, Sheep, and Swine breeding classes, an exhibitor cannot enter more than two animals per section. In sections consisting of two or more animals (i.e. pair of lambs, market litter), only one entry will be allowed.
7. In market animal classes (market lambs, barrows, and steers), an exhibitor cannot enter more than five animals per species.

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8. 4-H Livestock exhibitors will not pay entry fees UNLESS they enter in Open Class.
9. 4-H Beef, Dairy, Goats, Horse & Pony, Sheep, and Swine are due on the grounds by 12 Noon Sunday, July 19. All other 4-H exhibits are due as listed in the pre-fair judging schedule.
10. All stalls and pens will be assigned by the department superintendent.
11. Animals cannot be tied out before 9:00 p.m.
12. Registration Papers must be available to the department superintendent at all times.
13. 4-H animals in 4-H Breeding Classes will NOT be accepted at the State Fair if registered in a parent's name only, farm name only, or partnerships with unrelated persons (such as "Smith View", "Smith Oak", "John Doe & William Smith", "Long Oak & William Smith", etc.). Acceptable registrations are (1) in the 4-H members name, (2) John Smith and Sons, (3) John Smith, Sons & Daughters, (4) John Smith & Family (sons, daughters, and legal guardian youth only), (5) Mark Smith (brother) and Mary Smith (sister), (6) Family Corporations, where the 4-H member's name appears as holder of stock in the corporation and proof of same must be supplied on or before enrollment date, (7) Family partnership where the father, mother, brother, sister, aunt, uncle, grandparent and/or legal guardian is also in the family partnership and 4-H members' name appears on the legal notarized partnership. A copy of the written document must be attached to the enrollment form before the enrollment deadline.
14. Animals entered in Beef, Dairy, Swine, and Sheep classes that are not showing breed characteristics of breed entered according to rules of that breed association will be placed in a crossbred class.
15. Breeds will be shown in the order specified by the department superintendent.
16. Classes will be shown according to the section numbers listed in this handbook. Classes will not be changed or added to. The show ring will be closed five minutes after the call for that class.
- *17. Inhumane or abusive treatment of an animal could result in the animal and exhibitor being disqualified from the specie's show and all awards forfeited. In addition, the 4-H Council also reserves the right to prohibit a 4-H member from selling their animal in the Livestock Sale
- *18. The judge, superintendent, or assistant superintendent(s) can remove exhibitors and/or animals for mistreatment of animals
19. Weighing of Goats will start at 1:30 p.m. on Sunday, July 19, 2009. Market lambs will be weighed immediately following the 3 p.m. meeting on Sunday, July 19, 2009. Weighing of Beef, and Swine will start following the 7 a.m. meeting on Monday, July 20, 2009.
20. AT THE JOHNSON COUNTY FAIR, the 4-H animal exhibitor may receive CLIPPING AND GROOMING ASSISTANCE from only their immediate family which is defined as a father, mother, stepfather, stepmother, legal guardian, brother, sister, stepbrother, stepsister, grandfather, step-grandfather, grandmother, step-grandmother, aunt or uncle; or from another Indiana 4-H exhibitor, past Johnson County 4-H member or current Johnson County 4-H leader, except in Johnson County Horse & Pony, see Show Rule #17 under Horse & Pony. Guardianships granted on a temporary basis for the purpose of circumventing these terms and conditions will not be recognized as "family". "Assistance" means that 4-H members must be present and participating in the clipping and grooming.

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Refer to pages 22 through 29 for the Indiana 4-H General Terms and Conditions and page 25 for the Behavioral Expectations of Johnson County 4-H Members regarding violations of rules and penalties.

Any past Johnson County 4-H member that will be assisting with clipping and grooming must have a signed Adult Behavioral Expectation form on file at the Extension Office by 4:30 p.m. on Wednesday, July 1, 2009.

21. Any 4-H member exhibiting a purebred animal of a breed not listed in the handbook will be allowed to show in the "All Other Breeds" classes.
22. Only exhibitors, department personnel, and judges will be allowed in the show ring during judging.
23. It is not the responsibility of the Fair Board, livestock superintendents, or 4-H Council to make arrangements for the sale of animals other than those going through the livestock sale.
24. The department superintendent, in conjunction with a member of the Fair Board Executive committee, a 4-H Council Grievance Committee Member, and an Extension Educator has the right to send home unhealthy, unruly, or uncared for animals.
25. All 4-H exhibitors in Beef, Dairy, Dairy Steers, Goats, Swine, Sheep, and Horse & Pony are eligible for the Showmanship Contests. It is recommended that there be three levels in the Showmanship Contests.

Recommended levels are: Beginner/Novice; Junior/Intermediate; and Senior/Advanced. A member may win his/her showmanship division more than one year.

26. The competitors for the Master Showmanship Contest will be the current Senior winners of showmanship in Beef, Sheep, Swine, Dairy, Dairy Steers, Goats, and Horse & Pony for that respective year.
27. 4-H members who participate in showmanship classes may only show their own animals which have been exhibited by them in a regular county fair 4-H class (except for Master Showmanship).
28. **4-H Beef, Dairy, Swine, Sheep, Goats, and Horse & Pony exhibits will be released on Thursday, July 23, 2009, at 11:00 p.m. except animals in the livestock sale. Dogs, Cats, Small Animals, and Aquatic Science are released after their show. Rabbits and Poultry will be released on Friday, July 24, 2009, between 1 p.m. and 8 p.m. Rabbits and Poultry left after 8 p.m. become the responsibility of Fitzpatrick Hall superintendent to be removed from the building as he/she sees fit. Your Rabbit or Poultry exhibit may be sold or given away if you have not picked it up by 8 p.m. Friday, July 24, 2009.**
- *29. If an animal is removed from the barn before the stated release time without prior Fair Board Superintendent or Extension Educator permission, the 4-H member will be subject to the Council's punishment, which could include forfeiting premium money, forfeiting fair awards, losing the ability to participate in the Livestock Auction up to and/or including not being able to exhibit that specie at the following year's County Fair.**
30. A 4-H member may exhibit the maximum number of animals per species but premium money will be paid for a total of 10 animals. (Maximum of \$50.00 for animal premiums.)

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- *31. Overnight stays by 4-H members and other youth at the 4-H Fairgrounds is not an approved activity of the 4-H Youth Development Program. Purdue University and the Johnson County Office of the Purdue Extension Service provide no liability coverage during overnight stays at the Johnson County 4-H Fairgrounds unless each 4-H Youth participant is accompanied by his/her parent or legal guardian at all times. Youth are expected to depart the fair at the time the fair closes for the evening or by midnight. Youth may return to the fair for early morning feeding of animals (early morning is defined as the time when morning light is visible). Approved Adult 4-H Volunteers who are official assigned to watch 4-H projects overnight at the fair are still covered by Purdue University liability insurance.
32. Exhibitors may not bring prolapsed animals to the fair. Animals exhibiting evidence of a prolapse that does not go in when the animal gets up and moves around while on display at the fair will be subject to disqualification and will not be eligible to sell in the auction. If your animal is exhibiting signs of a prolapse, consult your veterinarian.
- *33. All sheep to be exhibited at the Johnson County Fair must be identified by flock tag and/or 5 digit county tag. We will continue to use five-digit ear tags for market lambs and flock tags for breeding ewes in 2009. A scrapie tag will not be accepted as identification.
34. Beef steers, dairy market steers, dairy feeder steers, unregistered commercial heifers, sheep, and meat goat wethers must be retinal scanned to be eligible for the 2009 Indiana State Fair 4-H shows.
35. For the 2009 fair, all animal locations must have obtained a premise ID number. Animals will not be allowed to show or sell with out the number(s).
36. Health Certificates are **NOT** required for Beef, Swine, Sheep, Goats, and Llamas in 2009.
37. All vehicles entering the grounds after 8:00 a.m., Sunday, July 19, 2009, must have a pass or pay the parking fee.
38. The parking fee will be \$3.00 per vehicle, or a weekly pass may be purchased for \$12.00. These will be sold at the Fair Office beginning July 19, 2009.

LIVESTOCK ACTIVITIES

MASTER SHOWMANSHIP

The purpose of the Master Showmanship Contest is to give Senior division showmanship winners an opportunity to:

- A. Strive to develop and improve their showmanship skills.
- B. Improve their showmanship skills to include all species of animals, not just one particular species.
- C. Develop a cooperative spirit among 4-H members.

GENERAL RULES

1. This contest is for any current 4-H member who is a Senior Showmanship winner during the 2009 4-H Fair in Beef, Dairy, Goat, Sheep, Swine, or Horse & Pony.
2. Each contestant will be required to show an animal of each species that selected a showmanship winner.
3. Each contestant will be required to notify the department superintendent of his/her species that he/she plans to participate in this contest when the species showmanship is determined.
4. Each contestant should become familiar with each species to answer any questions the judge may ask.
5. Each contestant will be required to obtain the necessary show equipment for each class of animal.
6. Each class will be judged according to that specie's rules during its showmanship classes (i.e. during the dairy class, show sticks should not be used, but during the beef class, the show stick should be used).
7. The animals being shown will not belong to the contestant.
8. The animals used for this contest will be clean, brushed and/or combed, but no elaborate fitting will be allowed.
9. There will be a ten-minute time limit per class.
10. Each Senior Showman may win this award only once. If the Master Showman wins a specie's showmanship in another year the Reserve Champion Showman will represent the species in the Master Showmanship Contest.
11. If a 4-H member wins showmanship in two species, he/she may select which species he/she will represent in the Master Showmanship Contest. The Reserve Champion Showman of the other species will then represent that species in the Master Showmanship Contest.
12. The Master Showmanship contest will be held Thursday, July 23.
13. The Trafalgar Young Farmers will sponsor the trophy for this event.
14. There will be a committee of three judges to determine the Master Showman of the County Fair.

JOHNSON COUNTY BORN AND BRED CLASS

RULES:

1. The animals must have been bred, born and raised in Johnson County.
2. The classes will be made up of the following market animals: barrows, steers, and market lambs
3. Superintendent of species will be in charge of determining the eligibility of animals. This is done on the honor system without verification being required.
4. The class will be held during the regular species show.
5. The classes will be determined by weight only, not by breed. The class size will be determined by the superintendent. There will be a weight class winner and one "overall" winner.
6. The showman of the winning animal will receive a trophy and the breeder will receive a plaque (Breeder and showman may be the same person.) Overall Reserve Champion awards will be given also.
7. These awards may be presented by the county breed associations.
8. Eligible steers for the Born and Bred Class will be declared on ear tagging day and the breeder must be a Johnson County resident.
- *9. Born and Bred animals are included in the number of livestock animals a 4-H member is allowed to exhibit.

4-H AND FFA LIVESTOCK JUDGING CONTEST

1. This contest will be open to any 4-H and/or FFA member currently enrolled in either organization.
2. There will be four separate livestock judging classes to evaluate. There will be beef, goats, swine and sheep to judge in the contest.
- *3. Each specie contest will consist of a breeding and market class. There will be a written quiz given to those competitors that tie in each species division.
4. Registration will begin at 8:00 am and the contest will begin at 8:30 am.
5. There will be either one or two official judges for the contest.
6. The contest will have two age divisions. The Junior division will be for 4-H and FFA members 14 years old and under, and the Senior division will be for 4-H and FFA members 15 years old and older.
- *7. The winner for each division will be determined by the person who scores the highest on the combined species classes.
8. The prizes for each division will be: First - \$20; Second - \$15; and Third - \$10.
- *9. There will be a plaque given for each specie winner. A contestant may win more than one specie.
10. Winners may enter this contest more than one year.
11. The judging contest will be sponsored by the Franklin FFA chapter in cooperation with the Johnson County Fair Board.
12. The FFA chapter will sponsor the prize money for the contest. The chapter will be responsible for securing the official judges for the contest. They will arrange with livestock exhibitors to get the animals for each class.
13. The Fair Board will pay for the specie trophies and for the official judges.
- *14. The official results and awards will be given at the conclusion of the event. Event should conclude by 12:00 pm.

4-H LIVESTOCK SALE

SALE COMMITTEE: Jennifer Westerfeld – Chairman

SALE DATE: Friday, July 24 Awards Program – **5:00 p.m.**

Sale – **5:00 p.m.**

RULES:

1. Any 4-H member owning, entering and exhibiting in the Beef Steer, Dairy Steer, Goats, Market Lamb, Barrow, Poultry Roaster or Broiler, or Rabbit Meat Pen or Fryer classes can sell one animal in the Livestock Sale.
2. All grand champions and reserve grand champions can sell. However, if an individual 4-H member sells one or more grand or reserve grand champions, they may only keep the proceeds from one sale entry. For additional sale entries, they may keep the money constituting the market value for the animal but must donate the remainder of the money to the Johnson County 4-H Council to support the 4-H program.
3. All sale entries are due at the Fair Office by 9:00 p.m., or one (1) hour after the completion of the final show, on Wednesday during Fair week. An entry fee of \$10 will be charged to cover sale expenses for steers, barrows, market lambs, goats, rabbits (meat pens or fryers), and poultry (roasters or broilers).
4. Minimum sale weights are: Beef and Dairy Steers - 900 pounds; Market Lamb - 70 pounds; Barrows - 180-280 pounds; Rabbit Meat Pen or Fryer - 3-5 pounds; Poultry Fryer – no more than 5½ pounds, and Poultry Roaster – 5½ – 10 pounds; Goats – Dairy and Meat – 40 pounds and Pygmy, Nigerian Dwarf, and Fainting – 25 pounds.
5. Sale weight will be the weigh-in weight taken at the beginning of the county fair.
6. Animals will be appraised by a packer-buyer and a guaranteed market price will be established, providing there is someone available to do so.
7. Any individual, group or firm may purchase animals at the sale. However, it is NOT appropriate for parents of 4-H members to drive up the sale price.
8. Trucks will be available to haul animals to the stockyards or local packer at no charge to the buyer.
9. Buyer must notify Sale Committee where their animal will go by marking the sale ticket. After the sale ticket is marked, it can only be changed by the buyer notifying one of the previously named Sale Committee.

MOLLY GIBSON SWINE AWARD

This award is to be awarded to a "city" 4-H member who has to go the extra mile to take care of his/her swine project. 4-H leaders nominate candidates for this award.

BOYD MUSGRAVE MEMORIAL AWARD

This award is presented to a Clover-level 4-H member who exhibits swine. The intent is to help beginning 4-H members get started or continue to show swine.

DON SMOCK AWARD

This award is presented to a last year member who submits an application for the award.