



# 2023-2024 Annual Charter Application for Wisconsin 4-H Clubs and Groups

The Annual Wisconsin 4-H Charter Application requires 4-H Clubs and Groups to complete all of the following information. The Charter process is renewed annually. Successful completion of the Wisconsin 4-H Annual Charter Renewal Process allows 4-H Clubs and Groups use of the 4-H Name and Emblem. Information provided in this application will be reviewed by the local 4-H Program Educator and on file with the State 4-H Program. In addition, local Educators and the State 4-H Program may use data to share the 4-H story.

<b>County/Tribal Nation:</b>	<b>4-H Club or Group Name:</b>
<b>Is this an existing or new 4-H Club or Group?</b> <input type="checkbox"/> Existing 4-H Club or Group applying for charter renewal. <input type="checkbox"/> New 4-H Club or Group applying for initial charter.	
<b>Below are the requirements to be a recognized 4-H Club or Group. Please check all boxes that apply to your 4-H Club or Group.</b> <input type="checkbox"/> Five or more youth from at least three families <input type="checkbox"/> Adult leadership that has been approved through the Youth Protection process and will participate in an Annual Leadership Training. Please list participants who attended the previous year’s training, if applicable:  <input type="checkbox"/> Youth involvement in leadership and decision-making <input type="checkbox"/> Meet on a continuing basis <input type="checkbox"/> Educational plan and goals that meet the purposes of the 4-H program <input type="checkbox"/> Have written operating guidelines, bylaws or constitution approved by the members to govern the club or group that have been turned into the 4-H Program Educator as updated. <input type="checkbox"/> Open to any youth eligible for 4-H membership, regardless of race, color, creed, religion, sex, national origin, disability, ancestry, sexual orientation, pregnancy, marital or parental status.	
<b>4-H Club or Group Type</b> <input type="checkbox"/> 4-H Community Club <input type="checkbox"/> 4-H Afterschool Club <input type="checkbox"/> 4-H Classroom Club <input type="checkbox"/> 4-H Military Club <input type="checkbox"/> 4-H County-wide Project Group/Committee <input type="checkbox"/> 4-H Leader Organization (Association, Council, Federation, Etc.) <input type="checkbox"/> Other: _____	
<b>Location where 4-H Club or Group Meeting will normally be held:</b> Primary Location Name & Address:  Secondary Location Name & Address (if applicable):  Are the meeting sites wheelchair accessible? <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Typical 4-H Club or Group meeting day, time, and frequency (ex. Second Tuesday of every month at 6:30 PM):</b>	

**Does the Club or Group have social media accounts?**

- Yes
- No

If yes, please list platform(s) and page/group/account name(s):

Are these accounts:

- Public facing
- Private group

**4-H Club or Group Organizational Leader Name(s):**

4-H Club or Group Leader Type:

- 4-H Club Leader
- 4-H Group Leader
- 4-H Program Educator or Staff

Primary Contact Leader Phone Number:

Primary Contact Leader Email Address:

Primary Contact Leader Mailing Address:

*\*Online form will request contact info for multiple leaders, if desired*

**4-H Youth Leader Name(s):**

4-H Youth Leader Type:

- President
- Chair
- Other

4-H Youth Leader Phone Number:

4-H Youth Leader Email:

**Does or will this 4-H Club or Group have a checking and/or savings account(s)?**

- Yes
- No

**Notes for you:**

**SMART Goals:** As part of the chartering process, 4-H Clubs and 4-H Groups are required to adopt one annual SMART goal (Specific, Measurable, Achievable, Results-Focused, and Time Bound) for **each** of the two focus areas: **Program Quality** and **Expanding Access**. Work with your club/group to select goals from the SMART Goal Supplement Resource or write your own Program Quality and Expanding Access SMART goals for the year with percentages, dates or numbers. The [SMART Goal Supplement Resource](#) is available on the 4-H Extension website or by contacting your county's Extension office.

**Choose one Program Quality SMART Goal.**

- Goal One: Retain membership by \_\_\_\_\_% and increase membership in the group by \_\_\_\_\_% by \_\_\_\_\_(date).
- Goal Two: \_\_\_\_\_% of members will complete a demonstration, a project talk, or lead a project meeting on a *spark* at a Club/Project meeting by \_\_\_\_\_(date).
- Goal Three: Youth officer team will work with an adult to create and prepare an agenda for \_\_\_\_\_% of the meetings for the year.
- Goal Four: \_\_\_\_\_% of meetings will include all three components of an effective meeting. (Education, Recreation and Business)
- Goal Five: Our club will have a project leader provide a minimum of \_\_\_\_\_hours of hands on project learning for \_\_\_\_\_% of projects with more than 5 youth enrolled by the end of the 4-H Year.
- Goal Six: \_\_\_\_\_% of our members will identify a *spark* and complete at least one project.
- Write Your Own:

**Choose one Expanding Access SMART Goal.**

- Goal One: Our members will implement new techniques to meet the needs and interests of a more diverse group of youth by \_\_\_\_\_(strategy) by \_\_\_\_\_(date).
- Goal Two: Our members will help make our club more inviting, accessible, and reflective of diverse cultures by \_\_\_\_\_(strategy) by \_\_\_\_\_(date).
- Goal Three: Our members will help new members feel welcome and create a feeling of belonging by \_\_\_\_\_(strategy) by \_\_\_\_\_(date).
- Goal Four: Our members will gain a better understanding of different cultures in our club and community by \_\_\_\_\_(strategy) by \_\_\_\_\_(date).
- Goal Five: To spark interest in 4-H, our members will develop a \_\_\_\_\_(marketing resource) that highlights member learning, service activities, and how to join 4-H by \_\_\_\_\_(date). The \_\_\_\_\_(marketing resource) will be distributed/ displayed at locations, like \_\_\_\_\_(location), that serve community members not generally familiar with 4-H. (including \_\_\_\_\_[underserved population]).
- Goal Six: Our members will organize/participate in \_\_\_\_\_(number) community events to spark interest in 4-H and make the 4-H known to others within our community. The community events will include \_\_\_\_\_(specific events) by \_\_\_\_\_(date).
- Write Your Own:

**For returning Clubs or Groups, how were youth involved in completing the SMART goals from the previous 4-H program year?**

**Club Activities:** The following lists represent the activities that your club might plan for the coming year. You may find it useful to sketch out a program year calendar with all your ideas before completing the checklists.

**Project meetings may be planned within your Club or Group. Please check all project meetings that the Club or Group may organize for the 4-H program year. Listed below are the top projects based on current 4-H enrollment.**

- |  |  |
|--|--|
| <input type="checkbox"/> Art/Celebrate Art   | <input type="checkbox"/> Foods and Nutrition       |
| <input type="checkbox"/> Beef  | <input type="checkbox"/> Home Environment          |
| <input type="checkbox"/> Cake Decorating   | <input type="checkbox"/> Horse                     |
| <input type="checkbox"/> Cats  | <input type="checkbox"/> House Plants              |
| <input type="checkbox"/> Ceramics  | <input type="checkbox"/> Knitting                  |
| <input type="checkbox"/> Clothing  | <input type="checkbox"/> Legos                     |
| <input type="checkbox"/> Cloverbuds (for youth 5K-2nd grade)                       | <input type="checkbox"/> Music                     |
| <input type="checkbox"/> Creative Writing  | <input type="checkbox"/> Photography               |
| <input type="checkbox"/> Crocheting  | <input type="checkbox"/> Poultry                   |
| <input type="checkbox"/> Crops   | <input type="checkbox"/> Rabbits                   |
| <input type="checkbox"/> Dairy Cow   | <input type="checkbox"/> Scale Models              |
| <input type="checkbox"/> Dairy Goat  | <input type="checkbox"/> Sheep                     |
| <input type="checkbox"/> Dogs  | <input type="checkbox"/> Shooting Sports           |
| <input type="checkbox"/> Drawing and Painting                                      | <input type="checkbox"/> Swine                     |
| <input type="checkbox"/> Exploring (for 1st and 2nd year members 3rd grade and up) | <input type="checkbox"/> Vegetables                |
| <input type="checkbox"/> Fishing   | <input type="checkbox"/> Veterinary Science        |
| <input type="checkbox"/> Flowers   | <input type="checkbox"/> Woodworking               |
| <input type="checkbox"/> Food Preservation   | <input type="checkbox"/> Youth Leadership          |
|  | <input type="checkbox"/> Not Applicable            |
|  | <input type="checkbox"/> Other (please list) _____ |

**Please check ALL activities your Club or Group is likely to participate in for the 4-H program year. \*Paintball, Laser Tag, and the use of Trampolines are not an approved 4-H activity.**

- |   |  |
|---|--|
| <input type="checkbox"/> Amusement Park                       | <input type="checkbox"/> Hay Rides   |
| <input type="checkbox"/> Arts and Crafts                      | <input type="checkbox"/> Go-Karts  |
| <input type="checkbox"/> Arts Festival or Contest             | <input type="checkbox"/> Guest Speaker                                     |
| <input type="checkbox"/> Bicycle Trip/Rides                   | <input type="checkbox"/> Hiking  |
| <input type="checkbox"/> Bowling                              | <input type="checkbox"/> Ice Fishing                                       |
| <input type="checkbox"/> Camp Fire                            | <input type="checkbox"/> Ice Skating                                       |
| <input type="checkbox"/> Candle Making                        | <input type="checkbox"/> Inflatable Games                                  |
| <input type="checkbox"/> Caroling                             | <input type="checkbox"/> Lock-In/Local Overnight                           |
| <input type="checkbox"/> Corn Maze                            | <input type="checkbox"/> Parade  |
| <input type="checkbox"/> Cross Country Skiing                 | <input type="checkbox"/> Petting Zoo                                       |
| <input type="checkbox"/> Curling                              | <input type="checkbox"/> Picnics/Potlucks                                  |
| <input type="checkbox"/> Dances                               | <input type="checkbox"/> Rollerblading/Roller Skating                      |
| <input type="checkbox"/> Demonstration                        | <input type="checkbox"/> Snowshoeing                                       |
| <input type="checkbox"/> Scavenger Hunt                       | <input type="checkbox"/> Team Sport (Volleyball, Kickball, Softball, etc.) |
| <input type="checkbox"/> Escape Room                          | <input type="checkbox"/> Tour  |
| <input type="checkbox"/> Fishing                              | <input type="checkbox"/> Tree Tapping/Maple Syrup Production               |
| <input type="checkbox"/> Food Prep: Cooking/Baking/Decorating | <input type="checkbox"/> Water Park  |
| <input type="checkbox"/> Gardening                            | <input type="checkbox"/> Not Applicable                                    |
| <input type="checkbox"/> Haunted House                        | <input type="checkbox"/> Other (please list) _____                         |
|   | <input type="checkbox"/> Other (please list) _____                         |

**Please check all the boxes of the higher-risk activities your Club or Group may participate in for the 4-H program year. These activities all have specific policies and REQUIRE approval from the 4-H Program Educator prior to participation. If you indicate your group is planning a higher risk activity, the local 4-H Educator will review and let you know if it is approved. If your activities change, please update your 4-H Educator for approval.**

- |   |   |
|---|---|
| <input type="checkbox"/> Horseback Riding             | <input type="checkbox"/> Tractors   |
| <input type="checkbox"/> Mountain Biking              | <input type="checkbox"/> Roadside Clean-Up  |
| <input type="checkbox"/> Shooting Sports              | <input type="checkbox"/> Sledding/Tobogganing/Tubing  |
| <input type="checkbox"/> Downhill Skiing/Snowboarding | <input type="checkbox"/> ATVs or UTVs   |
| <input type="checkbox"/> Go-Karts                     | <input type="checkbox"/> Waterfront: Paddle Sports  |
| <input type="checkbox"/> Bounce House or Moonwalk     | <input type="checkbox"/> Waterfront: Swimming   |
| <input type="checkbox"/> Challenge Course or Zip Line | <input type="checkbox"/> Our Club or Group is not planning to participate in any higher-risk activities |

**Please check all the boxes of the community service activities your Club or Group may participate in during the 4-H program year.**

- |   |   |
|---|---|
| <input type="checkbox"/> Blood Drives               | <input type="checkbox"/> Homeless Shelter Packages                              |
| <input type="checkbox"/> Community Events           | <input type="checkbox"/> "To Go/Youth Support" Bags for Police/Fire Departments |
| <input type="checkbox"/> Food Drives                | <input type="checkbox"/> Bell Ringing   |
| <input type="checkbox"/> Fun Run/Walks              | <input type="checkbox"/> Leaf Raking  |
| <input type="checkbox"/> Making holiday cards/gifts | <input type="checkbox"/> Pet Shelter  |
| <input type="checkbox"/> Roadside Clean-Up          | <input type="checkbox"/> Military Care Packages                                 |
| <input type="checkbox"/> Long Term Care Facility    | <input type="checkbox"/> Statewide community service project                    |
| <input type="checkbox"/> Planting Gardens           | <input type="checkbox"/> Not Applicable   |
| <input type="checkbox"/> Care Packages              | <input type="checkbox"/> Other (please list) _____                              |

**Please check all the boxes of the fundraising activities your Club or Group may participate in during the 4-H program year.**

- |   |  |
|---|--|
| <input type="checkbox"/> Bake Sales   | <input type="checkbox"/> Food Stands               |
| <input type="checkbox"/> Re-sale fundraiser (candy bar, pizzas, Kwik Trip car wash cards, plants/flowers, etc.) | <input type="checkbox"/> Haunted House Hosting     |
| <input type="checkbox"/> Cake and Pie Auctions  | <input type="checkbox"/> Plat Book Sales           |
| <input type="checkbox"/> Community kiddie carnival  | <input type="checkbox"/> Clinic/Shows              |
|   | <input type="checkbox"/> Not Applicable            |
|   | <input type="checkbox"/> Other (please list) _____ |

**Notes for you:**