



Charter Renewal Application for In-School, Classroom-Based 4-H Clubs

4-H Charter renewal takes place in the fall each year. Check with your local 4-H professional for due dates in your locality. The organizational leader of an in-school, classroom-based 4-H club should submit this application to the local Extension office in order to renew a 4-H club charter. For schools with more than one classroom-based club, the Extension professional responsible for the 4-H program at the school can use this application as a checklist to confirm that all classroom clubs per grade in the school are in compliance with 4-H Charter renewal requirements.

Name of 4-H Classroom-based Club or School: _____ Grade: _____

4-H Year for which Charter Renewal is Requested: _____

Contact Information for Classroom Club Organizational Leader or School Contact:

Name: _____

Address: _____

Phone: _____ email: _____

Charter Requirements for In-School, Classroom-Based 4-H Clubs

IN COMPLIANCE?

1. Each classroom-based club has membership of at least 5 enrolled members. yes no

(For Office Use)

(For an individual club, Leader should list members or attach to application.)

2. Each classroom-based club is led by a teacher or Extension professional or by at least two trained volunteer leaders. yes no

(For Office Use)

(Leaders of all classroom-based clubs should be identified by club and listed here or on an attached sheet.)

3. Each classroom-based club's members and leaders are enrolled using either the 4-H Individual or Group Enrollment forms. yes no

(To be confirmed by the Extension office.)
(For Office Use)

4. Each classroom-based club has elected and trained youth officers. yes no

(For an individual club, Leader should list officers on an attached sheet.)
(For Office Use)

5. Each classroom-based club has a constitution and bylaws. yes no

(If different by classroom, each version should be identified and attached.)
(For Office Use)

6. Each classroom-based club has an annual program plan. yes no

(If different by classroom, each version should be identified and attached.)
(For Office Use)

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