
LICKING COUNTY 4-H YOUTH DEVELOPMENT PROGRAM

ENROLLMENT FACT SHEET

"Frequently Asked Questions About Group Projects"

1. What is a Group Project?

A Group Project is one in which all or most of the members in a particular club choose to enroll in the same project and work through the project book, requirements, and display together in order to be evaluated and awarded as a group rather than as individuals. Group size may vary by club and project.

2. How should the project be selected?

The project should be selected based on the input and discussion of the members of the club. Clubs are not permitted to take general livestock or large animal projects as group projects. However, most other food, fashion and special interest projects may be used. If you have questions as to if a particular project is appropriate for a group project contact the Extension Office.

3. How do I enroll club members in a group project?

The organizational advisor will need to contact the Extension Office and inform them of this group project and the Extension Office will enter the group project in 4-H Online Enrollment as a group project for each member. When advisors run their club roster after April 1st, they should check that each member enrolled in the group project has a "G" assigned to the appropriate project number to indicate that it is being taken as a group project.

4. Once members are enrolled in the project and have received their books, how should project work be completed?

All project work should be completed during group activities such as meetings, field trips, or project-related work sessions. Project planning sections in the book should be used as a guideline for selecting the activities that the groups will complete. Each member enrolled in the group project must complete the minimum requirements as stated in the project book. (Helpful Hint: To lower costs, you may want to order only one book per family.)

5. What materials are presented during the group project judging?

One completed project book should be presented on behalf of the group as a whole. A listing of each member and their contributions to the project work should be presented to the judge. An attendance record of group project activities should also be maintained and made available to the judge. A presentation should also be made by members to demonstrate information gained from completing the project (show completed work, use posters to illustrate work, show examples of items constructed, etc.). Displays should show that the members worked as a group, not as individuals taking the same project.

6. Who should be present during the group project judging session/meeting?

All members enrolled in the project should be present in order to complete the project. If a member cannot be present, their contribution to the project and a description of how they have been evaluated in the project prior to the judging by a club advisor should be presented. Examples of how a member can contribute include: preparing the club presentation, completing the project book that is presented for judging, or other additional work to make up for their absence. Advisors who worked with the project should be present in order to provide supervision and support to members, as well as information to the judge.

7. **Who judges our project, and how do I schedule a date and time for our club to have our project judged?**

A member of the County 4-H Committee will visit your club in order to judge the group project. In order to have someone visit your club, you must contact the Extension Office and give dates and times that are convenient for your club to be evaluated. It is helpful if you provide two or three preferences in order to allow for convenient scheduling with Committee members. The Extension Office will then contact you, as well as the judge, by mail so that necessary judging forms can be enclosed for review and completion. All requests for group project judging must be submitted to the Extension Office by no later than May 1st and must allow a minimum of three weeks from the time that the request is made to the earliest preferred date of judging.

8. **How will I know the grade that my members have received on their project?**

The judge will return completed grading forms to you for you to review and submit to the Extension Office along with an attendance list/roster. All scores and comments will be on those forms for the club's review.

9. **When will my members receive their ribbons and premiums?**

Ribbons for members will be available in the 4-H Center during the Hartford Independent Fair. They will be included in a club packet for advisors to distribute to members. They should be picked up during booth construction. Premiums are available toward the end of the fair in the 4-H Center as well. Signs will be posted as to when they will be available for pick-up by club advisors. Any and all premiums which are not picked up during the fair will be forfeited by clubs, as well as their members.

10. **If a club member is enrolled in the group project, and has excelled in that area or has only the one project, can they be evaluated on an individual basis during regularly scheduled Achievement Days?**

Yes. However, within their project book and display materials they must clearly demonstrate that they have completed any and all project requirements themselves. This should include project work done outside of the group work of the club to show that the member did indeed gain from the project as an individual member. If a member, or members, intend to be evaluated during an Achievement Day Judging, the member will need to add the individual project for Achievement Day Judging in the 4-H Online Enrollment with their other individual projects under the club they are taking it as an individual project. **The organizational advisor will need to contact the Extension Office and inform them of this group project and the Extension Office will enter the group project in 4-H Online Enrollment as a group project for each member.**

This document was prepared for use by
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