Record Book Review Card

To be completed by 4-H Leader and returned to 4-H member

Cascade County 4-H

Member Name: _____   Club: _____   4-H Year: _____

MY 4-H YEAR: Items should only be checked to verify that they have been completed. *You are not judging on the appearance (ie: handwriting, neatness).

	Complete	Incomplete	Comments
Records submitted by August 20			
List of Projects for This Year			
List of 3 Goals for This Year			
Club/Project Meeting Participation			
Offices & Committees			
Promotional Presentations			
Communications Activities			
Awards and Honors			
Activities, Events & Experiences			
Member Signature			

NON-ANIMAL PROJECT JOURNAL AND FINANCIAL RECORD: List all "non-animal" projects that the member is enrolled in and check off each completed section. Incomplete sections can be marked with an "I" or left blank until the member has had the opportunity to complete it. A separate **Non-Animal Project Journal and Financial Record** should be submitted for EACH project.

Project Name and Level	List 3 Project Goals	What You Did – What You Learned	Record of Project Finances	Member Signature	Project Manual Complete	Required Activities and Learning Experiences Fulfilled	Project Year Complete

ANIMAL PROJECT JOURNAL AND FINANCIAL RECORD: List all "animal" projects that the member is enrolled in and check off each completed section. Incomplete sections can be marked with an "I" or left blank until the member has had the opportunity to complete it.

Project Name and Level	List 3 Project Goals	What You Did – What you Learned	Value of Animal	Feeding Record	Growth Record (market)/ Production Record (breeding)	Other Expense	Health Care Chart	Sales Record	Project Summary	Member Signature	Project Specific	Project Manual Complete	Required Activities and Learning Experiences Fulfilled	Project Year Complete

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Revised 2020.11, *previous editions obsolete*

SUMMARY		
Completed Record Book Checklist	**Yes**	**No**
Record Book contains *My 4-H Year Record Sheet* with all sections completed including 3 goals (identified and achieved) and the members signature.		
Project Manual with completed journals (*Non-Animal Project Journal and Financial Record* or *Animal Project Journal and Financial Record)* submitted for **at least 1** of the projects the member was enrolled in as of the add/drop deadline.		

**To compete for a Memorial, 25 or 30-Year Leader or Special Achievement Award, members must receive a Seal of Excellence on their record book. To receive a Seal of Excellence, a member must meet the criteria above but the "completed" record book must contain project books and journals for ALL projects that they are enrolled in.

Seal of Excellence Check List ~ Additional Requirements	Yes	No
Has met criteria for completed record book containing project manual and journals for **ALL** enrolled projects.		
Participated in at least 3 additional *non-project* related learning activities and recorded them in "My 4-H Year."		

General Comments: _____

_____

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4-H Leader's Name (printed):_____   Date: _____

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