



4-H Quick Tips - County Project Achievement

OBJECTIVES OF COUNTY PROJECT ACHIEVEMENT:

- To determine county winners which advance to Area Project Achievement.
- To encourage and promote 4-H project participation and introduce 4-H'ers to the demonstration process.
- To help 4-H'ers learn how to organize speeches and how to research projects.
- To enhance 4-H'ers abilities to make posters and visuals.
- To develop confidence and self-esteem in 4-H members.
- To improve students' public speaking skills.
- To teach children the joy of learning by doing.
- To challenge 4-H'ers to go beyond county and community 4-H activities and participate in 4-H on the district level.
- To inspire and motivate those interested students who need more challenges.
- To give 4-H'ers a chance to work one-on-one with parents, agents, volunteer leaders and 4-H Teen Leaders.
- To encourage active parental involvement in 4-H.

SUGGESTED STRATEGIES FOR AN EFFECTIVE PA:

- Conduct School Project Achievement within each club. All who earn blue awards or appropriate level move on to PA.
- Select qualified judges that are familiar with 4-H and your kids. Examples are: Teen Leaders and 4-H alumni. Notify judges a month in advance of the contest and re-confirm with judges the week of the event.
- Use two judges for each project. One judge should be the chairman and will break any ties in scores.
- Group project areas into an organized judging system so that the competition runs smoothly
- Plan some type of award ceremony where all 4-H'ers are recognized.
- Follow-up PA with letter of congratulations to 4-H'ers and encouragement for their future 4-H work.
- Recruit from all students - not just the most likely to succeed. It is rewarding to see these 4-H'ers grow and improve.
- Pre-register each child. Include name, address, school, grade, phone number, parent names, parents cell phone, email, title of project and three other choices in case they don't receive first place.
- Be certain your process is consistent from year to year.

- Show a 4-H orientation digital slide show or video as an introduction to members and parents.
- Make certain PA does not conflict with any other major activity in the county. Check PTA meetings, recreation activities, etc.
- Utilize volunteer leaders as judges and facilitators.
- Allow older 4-H'ers to give 4-H demonstrations at Cloverleaf 4-H meetings. This will help younger 4-H'ers to understand how to do a presentation.
- Encourage every child to "take their turn as a teacher" and share what they know or do best in a 5 minute talk during a 4-H club meeting.
- Make CPA a positive learning experience.

DO:

- Have a theme.
- Keep all 4-H'ers in judging rooms they compete in until you are ready to announce winners or have something planned to entertain the 4-H'ers and parents while they wait. This is a great time to do promotions for camp and other 4-H activities such as judging teams.
- Conduct a judges' orientation prior to PA. Provide them with name tags and a detailed judging packet.
- Have judges write comments on judging sheets so you can share with the 4-H'ers afterwards. Make certain they include positive comments as well as ideas for improvement.
- Let County Council members conduct and lead CPA with agents' guidance.
- Have name tags that are color coded by demonstrations. Mark each room door with balloon bouquets or other bright colored items that are color coded to match name tag worn by 4-H'er.
- Serve refreshments after all projects are judged.
- Prepare a poster that depicts the back of a school bus with the slogan "PA OR BUST" or "PA BOUND" and have 4-H'ers sign their names. Tape the poster to the back of the school bus for the actual trip.
- Hold CPA on a Saturday morning or on a weekday evening.
- Present judges with a small token of appreciation and include them for meal or reception.
- Prepare special name tags for each 4-H'er. These could go along with theme or be in the shape of ribbons.
- Send announcements to schools and put up reminder posters. Visit schools and classes several days before PA projects are due and remind the kids of deadlines.

- Promote, promote, promote! Make going to CPA and area PA very prestigious.
- Provide some type of award beyond award cards ribbons, etc. Be sure all participants receive awards.
- Make 4-H'ers feel special. They have made a great accomplishment by participating in CPA.
- Encourage parent attendance at CPA.
- Plan in advance to be sure the event runs smoothly. For some parents this is their introduction to 4-H.
- Have some type of printed schedule or program for CPA.
- Have several workdays for 4-H'ers to come to the Extension Office or remain after school to receive help from older 4-H'ers and volunteers. Have some practices before CPA and some after CPA in order to make improvements for area PA.

DO NOT:

- Have judges that aren't familiar with 4-H
- Select project areas for 4-H'ers. Let them work in the project area of their choice
- Make the event so formal that Cloverleafs are intimidated
- Use 4-H staff as judges if at all possible
- Forget to plan adequately
- Forget to utilize volunteer leaders
- Forget to sell the teachers on CPA so they can encourage kids to participate
- Expect young 4-H'ers to remember all the details of CPA without a reminder.
- Fail to make CPA exciting and colorful.
- Forget to recognize all of the kids.
- Forget to introduce 4-H staff as well as teen and volunteer leaders.

HANDOUTS / FLIERS / PROMOTION:

- Publicize CPA in monthly newsletter.
- Give handouts to parents at PTA meetings with 4-H projects listed.
- Develop a CPA registration form or online registration. List all the available projects and the important facts about CPA (time, place, date, etc.). Have registration due in at least a week before competition. Send a confirmation letter or email to 4-H'er and parents telling them the benefits of CPA, the CPA schedule, and the objectives of the project they have selected.
- Congratulatory letter or email to participants.
- Have some type of printed CPA program.
- Score sheet to be used by judges.
- CPA promotional posters at all eligible schools.
- Have Senior 4-H'ers teach demonstration concepts and share what fun DPA is at "Welcome to 4-H" party in October or at Cloverleaf/Jr. Club meetings.
- Devote a fall club meeting to teaching public speaking, research and visual aids preparation. Give handouts explaining project choices and how to earn a trip to

DPA.

- Give a "DPA Dividend" to every 4-H'er who shares a project at Club meeting. On the back of the dividends invite them to share their project at CPA.
- Develop handouts on "Winning Demonstrations" and "Poster Perfect" to give out at all club meetings.

LOCATION SUGGESTIONS:

- Select a CPA location other than the Extension Office.
- Community Center.
- Civic club building.
- Elementary, Middle, or High School.
- Hold School Project Achievement in club meetings the month before CPA.
- Leave small gifts and thank-you notes in the classrooms, school office, etc., to let them know you appreciate the use of the facility.

ADDITIONAL TIPS / IDEAS / ETC.:

- Allow each 4-H'er to sign up for video taping before.
- DPA. This really helps prepare them for giving demonstrations.
- Provide time for questions and answers.
- Make certain 4-H'ers are judged in the correct project. Ask what their demonstration is about (not just title).
- Some titles can be misleading Use these tips to have a great Junior/Senior County Project Achievement.

AWARDS:

- Participant ribbons and award cards for all 4-H'ers.
- First, Second, and Third place ribbons or other awards.
- County 4-H Award Cards.
- Bulldog Bucks or some other recognition incentive.
- Reward trip for attending Area PA.
- Door prizes (T-shirts, etc.).
- Post all project winners in the school hallways.
- Have schools recognize winners in their daily announcements.
- Winners get invited to stay for after school workshops and work with Senior 4-H'ers. Personal attention is what they crave.

**CPA is an excellent opportunity to recognize youth.
Call us if we can help!**

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