4-H Project Record

(May be used for any 4-H project)

The purpose of this form is to give you a tool to use to record information about your learning experience in this project. In addition, this form will provide one method of keeping track of basic expenses for this project. This record sheet is for you and your project leader to use.

Project level: _____   Years in Project: _____

Name: _____   Club: _____

1.   **List your goals for this project this year.** *Complete this section at the beginning of the 4-H year when you enroll. Share these goals with your project leader and parent(s)/ legal guardian(s). At the end of the year, place an "*" next to those that you accomplished.*

I want to learn how to…

I want to learn about…

I want to be able to…

2.   **List learning activities that relate to this project.** *Project meetings, field trips, workshops, judging schools, quiz bowls, skillathons, etc. Indicate level of participation: L — club and local, C - County, D - District, , S or N – State or National*

Activity/Event	L	C	D	S/N

3. List the demonstrations/talks/presentations you did related to this project.

Title	Topic	Event	#People	#Times

4. Project Expenses and Income

Project Costs

Date	Things bought, used, labor costs, value of homegrown product	Amount
	*Beginning inventory (if applicable)	
	Total Project Expenses	

Project Income

Date	Things sold or used at home (tell which)		*Amount*
	**Ending inventory (if applicable)		
	Total Project Income		

Summary

Total project income   _____

Total project expenses   _____

How much money made or lost   _____

(Profit or Loss does not mean that the project was or was not a good learning experience!)
*Beginning Inventory means what your project was worth in dollars at the start. **Ending Inventory means what it was worth when you finished, if you didn't sell or use it.

5. **List the knowledge/skills you learned and what you accomplished during the year.**
For example: I learned how to.... I interviewed 3 people about... I researched the different materials used in .... I observed.... I shared.... I taught....

6. **List the size and amount accomplished in your project for this year.** *This is more than just how many items you entered at a fair or shows. Include numbers: how many animals, articles, garments, pounds, repairs, hours spent making project, number of other people taught, total number of photos taken, etc. For example: Managed 12 breeding ewes for 8 months; Prepared 48 family meals; Repaired 12 articles of clothing for a cost savings of $65*

7. **Project leadership activities** *(taking initiative, organizing, leading teaching) in this project were: Indicate level of participation: L — club and local, C - County, D - District, . S or N – State or National*

Date	What You Did	Number of people, hours, etc.	L	C	D	S/N

8. Citizenship *(helping others, community service, volunteering) activities in project were:*

Date	Responsibility (your part)	Number people/hours, etc.

9. **My Leader/Helpers:** *List who helped you and how they helped. What did you learn from each helper in this project?*

10. **Exhibits at shows and fairs.** *List items displayed or judged. Indicate level of participation: L — club and local, C - County, D - District, , S or N – State or National*

Item	Event	Placing	L	C	D	S/N

11. **Reflection:**

   * The favorite part of my project was…

   *The part of my project that I am proud of is…

   *The most difficult part of the project was…

   *The most important thing I learned in this project was…

12. **Apply** — Next year I want to…

13. **Attach any additional pages with any project information that you feel is important.** *It can be photos, pictures, stories, drawings, programs, additional records, etc. This is information that is special to you and a memory that you want to create for this project. There is no required format for this section.*

   This record has been reviewed by each of us:

   Member's Signature_____ Date_____

   Parent or Leader_____ Date_____