

CREATIVE OPTIONS PROJECT INSERT

APPLICATION FORM: MY PROJECT

Please complete the following 2 part application and submit it to your Project Leader or General Leader for discussion and approval.

Personal Information:

Name:	
Address:	
Postal Code:	
Phone Number: ()	
Club:	
Leader:	
District:	Region:

Project Information:

Age _____ Years in 4-H _____

This is my _____ year in the Project.

Name of your project:

Briefly describe what your project is about:

If this is a Group Project, please record the names of the members participation in this project.

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

SETTING YOUR **VISION AND GOALS**

VISION - What do you want to do?

GOALS - What knowledge and skills do you want to gain through this project?

How will you measure the success of your Creative Options project?

Date

Member's Signature

Approval:

Project Leader Comments:

This is your chance to offer comments and suggestions. Ensure you have talked this project over and understand what the member is trying to achieve and that you agree to work through the project with the member.

Date

Project Leader/Advisor's Signature

General Leader/Club President Comments:

Reflect the willingness of the club executive and membership to support and encourage this Creative Options project that this member has chosen and that you agree with their goals and objectives.

President

General Leader

Date

Date

PHOTOS AND CLIPPINGS

Paste photos, newspaper articles and journals of your experiences and milestones during your Creative Option Project.

PHOTOS AND CLIPPINGS

PHOTOS AND CLIPPINGS

BUDGET - For Senior Members Only

A budget is important for planning. Budgets can help ensure that your expenditures are not greater than your available finances, or expected income, particularly if a loan is required.

Based in previous years in the project, and/or the advice of your leaders and parents, create a budget for this year. Additionally, you may want to think about:

1. Is the value of the learning worth a loss? Will it lead to a more balanced projection in the future?
2. Is there a way to decrease expenses?
3. Is there a way to generate more income?

Budget

Projected Education / License Expense			
Projected Other Expense	+		
		=	
Total Projected Expense			
Projected Project Income			
Projected Other Income	+		
		=	
Total Projected Income			
Total Projected Income			
Total Projected Expense	-		
		=	
Budgeted Profit/Loss			

MONTHLY PROJECT REPORTS

Fill out the monthly project reports only for those months when you are working on your project.

Month	Comment - How did your project do this month, questions, ideas?	
	Member:	
	Leader:	Leader Initials:
	Member:	
	Leader:	Leader Initials:
	Member:	
	Leader:	Leader Initials:
	Member:	
	Leader:	Leader Initials:

MONTHLY PROJECT REPORTS

Month	Comment - How did your project do this month, questions, ideas?	
	Member:	
	Leader:	Leader Initials:
	Member:	
	Leader:	Leader Initials:
	Member:	
	Leader:	Leader Initials:
	Member:	
	Leader:	Leader Initials:

PROJECT INVENTORY

To complete your 4-H project you may acquire equipment, tools, and supplies you will continue to use throughout your 4-H career. Keep an inventory listing including the item, date of purchase, and cost/value. Include equipment that was added, lost, or broken through the year. Don't forget to include equipment purchased in previous years (i.e. from your last book). This list may also be valuable in case of an insurance claim for loss or damage.

4-H PROJECT INVENTORY SUMMARY NOTE: This inventory is continuous from year to year and should be transferred to your new record book insert each year.

Date Purchased	Equipment Purchased	Value for this Item
Oct. 17, 2021	Eg. Wheelbarrow	\$33.75
Total		\$

FINANCIAL SUMMARY

Note: Record the cost of new equipment, which you will use for more than one year, in the 4-H Project Inventory Summary on the previous page.

EDUCATION / LICENSES EXPENSE:

	Cost
Total (L)	

OTHER EXPENSES: (project event costs (gas, meals, lodging, etc.)) **Note:** Items that are used up yearly, are recorded here.

	Cost
Total (M)	

Total Expenses:

Education/Licenses Expenses

Other Expenses

Total Expenses

+		(L)
=		(M)
		(P)

FINANCIAL SUMMARY CONTINUED

Project Sale Income: (if you sold your bow and arrows, or any items related to the project that you have sold - eg. refletched arrows, homemade targets, etc.)

Item	Amount
Total	(Q)

Other Income: (show all Income generated from the sale of other project equipment you no longer need or want, prizes you were awarded in the club or at competition, etc.)

Item	Amount
Total	(T)

Total Income:

Project Sale Income

Other Income

Total Income

		(Q)
+		(R)
=		(T)

Profit or Loss Calculation:

Total Income

Total Expenses

Profit or Loss

		(T)
-		(P)
=		(U)

ABOUT MY 4-H PROJECT - EVALUATION

What techniques and skills did you learn and use for this project?

What did you like best about completing this project?

Are you pleased with your project? Is there anything you would change if you were to do the project again?

What are you going to do with your project?

How long did it take you to finish your project?

My plans to continue with this project.....

Comments From Project Leader

Date

Project Leader Signature