

# KANSAS 4-H GENERAL PROJECT REPORT FORM



*SENIOR FORM for 4-H members age 14-18. Fill out a project report form for EACH general project you are enrolled in. This form is used to report one year's worth of 4-H project work. Refer to the Guide to Kansas 4-H Project Recognition.*

This Record Belongs to: \_\_\_\_\_ Year: \_\_\_\_\_

4-H Club: \_\_\_\_\_ Age as of Jan. 1: \_\_\_\_\_

My Project is: \_\_\_\_\_ Years in project: \_\_\_\_\_ Years in 4-H: \_\_\_\_\_

***As a person of character, who is trustworthy, responsible and fair, I have personally prepared this report and certify that it accurately reflects my project work. I will respect the judge's final decision.***

Record Approved by: \_\_\_\_\_  
*4-H member* *Date*

Record Approved by: \_\_\_\_\_  
*Parent/Guardian* *Date*

Record Approved by: \_\_\_\_\_  
*Club Leader* *Date*

## SECTION 1: PROJECT GOALS

Take goals written on [Setting 4-H Project Goals, 4H1100](#) and insert here.  
Include project goals of all types, i.e. learning goals, leadership goals, and citizenship goals.

Goals	Check if Accomplished
By January, I want to master the skill of making a lattice pie crust with the help of my project leader.	<input checked="" type="checkbox"/>
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### SECTION 4: PROJECT EXHIBITS & SHOWCASE OPPORTUNITIES

Include project-related exhibits, entries and displays. May include 4-H events and non-4-H events such as school or community showcases. Fill out only those boxes that apply.

Date	Exhibit(s)	Location/Event	Result
Sept. 10	Educational display, "Effective Trapping Methods"	Kansas State Fair	Red

### SECTION 5: PROJECT LEADERSHIP

Leadership is teaching another person or a group skills or information and includes organizing or coordinating an activity. Include all project-related committees, action teams, offices and other leadership activities. L (Local Club), C/D (County or District), R (Regional, more than one county/district), S (State), M (Multi-State), N (National), I (International)

Date	What I Did (Activity)	Size & Scope	Level
Mar-July	Clothing Construction Jr. Project Leader	Helped teach 12 kids at 6 project meetings, 1 hr	C

**SECTION 6: PROJECT CITIZENSHIP/COMMUNITY ENGAGEMENT**

Citizenship/Community Engagement means helping out in your community and serving others without compensation. Include all citizenship activities related to your project. L (Local Club), C/D (County or District), R (Regional, more than one county/district), S (State), M (Multi-State), N (National), I (International)

Date	What I Did	Time Given	Level
April	<i>Organized a community-wide disposal site for used batteries &amp; household electronics.</i>	5 hours	A

**SECTION 7: PROJECT FINANCES**

Document all financial transactions related to the 4-H project. Income is all the monies you receive from the sale of services, products, and premiums. Expenses are all the items you paid to support the project.

Date	Description of Income or Expense	Income	Expense
June	<i>Purchased 6 photo mattes from Extension Office</i>		\$6.00

Total Income: \_\_\_\_\_  
 Total Expenses: \_\_\_\_\_  
 Profit (+) or Loss (-): \_\_\_\_\_

## SECTION 8: PROJECT REFLECTION

In the space provided below, using proper spelling, grammar and punctuation, please write no more than 4 pages reflecting on the project goals you set and your project work this past 4-H year. Must be 1.5 line spacing and font size 11. Some guiding questions may include:

- I. What did you accomplish related to this project?
- II. How did you overcome challenges?
- III. What did you learn/how did you grow in skills and knowledge related to this project area?
- IV. How do these skills apply to other areas of your life?
- V. What are your future goals related to this project and your educational/career aspirations?









**SECTION 9: PROJECT LEARNING PHOTOS**

*Include photos with captions that demonstrate project learning experiences.  
Please label photos with the level of participation, L, C, A/D, S, N. Limit 6 photos.*

## **SECTION 9: LEADERSHIP PHOTOS**

*Include photos with captions that demonstrate project LEADERSHIP experiences. Please label as such in the caption.  
Label photos with the level of participation, L, C, A/D, S, N. Limit 6 photos.*

## SECTION 9: CITIZENSHIP PHOTOS

*Include photos with captions that demonstrate project CITIZENSHIP experiences. Please label as such in the caption. Label photos with the level of participation, L, C, A/D, S, N. Limit 6 photos.*