

## KEYS TO A SUCCESSFUL 4-H PROJECT

1. Try to be as organized as possible.
  - A. Schedule meetings well ahead of time.
  - B. Encourage youth to keep journals or calendars.
  - C. Keep track of all meetings and who attended.
  - D. Call the Extension Office and inform them of meetings for scheduling and insurance purposes.
2. Plan your meetings.
  - A. Use the 4-H curriculum or other curriculum to plan meetings.
  - B. Start with the educational part, then move to fun.
  - C. Allow the youth to express their goals for the project and implement them into your meetings.
3. Encourage good manners.
  - A. Remind youth to call you if they can't make it to your meetings.
  - B. Have youth send thank you letters to anyone who helped them with their project.
  - C. Encourage them to help each other, put older members helping younger members.
4. Ask for parental support.
  - A. Call and remind youth and parents of meetings.
  - B. Talk to parents about what materials their child needs for the project.
  - C. Don't be afraid to ask parents for help or to ask that parents help less, whichever applies to the situation.
5. Provide a variety of experiences.
  - A. Go on group field trips.
  - B. Ask other people who are skilled in the project area to come and help you or speak to the youth.
  - C. Don't be discouraged if you only start with 1 – 2 youth, your project will grow.

**KEEP YOUR SENSE OF HUMOR!!!!**

Helpful websites –

National 4-H Council – <http://www.fourcouncil.edu>

AZ State 4-H - <http://cals.arizona.edu/4-H/>

Santa Cruz County Extension - <http://cals.arizona.edu/santacruz>

Quality Assurance – <http://cals.arizona.edu/extension/quality/>