**Alameda County 4-H Resource Center** <http://4halameda.ucanr.edu>

224 W. Winton Avenue, Room 134 Hayward, CA 94544

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**February 27, 2018**

**PROGRAM SUPPORT**

**4-H Donation policy reminders**

 **4-H may not donate Cash/Check to an outside organization**

**~ Can 4 - H members fundraise to benefit outside groups or organizations?**

*4-H groups may collect non - cash items (e.g., jackets, toys, food) or cash contributions (cash or checks) that are then used to buy supplies and materials to carry out their service learning activity. They may not donate cash to any group or organization outside of 4-H. All fundraising conducted by a 4-H unit or VMO requires approval of the UCCE county director.*

*When a 4-H group engages in a fundraising activity to benefit another group (e.g., fire victims) or organization (e.g., Red Cross), they must post a sign or otherwise make clear to potential donors that the funds will be used to benefit the other group (e.g., fire victims) or organization (e.g., Red Cross).*

~ **Why can’t 4-H units and VMOs fundraise and donate cash (or checks) to an outside group or organization?**

*4-H is an educational youth development program and as such it is appropriate for 4-H members to conduct fundraising activities in support of outside groups and organizations as part of a service learning activity. These activities are permitted because they provide a high - quality youth development experience as part of the mission and framework of the UC 4-H YDP. Giving cash contributions is a low service activity and as such not aligned with the goals of 4-H.*

*Guidelines -*[*http://4h.ucanr.edu/files/156259.pdf*](http://4h.ucanr.edu/files/156259.pdf)

*FAQ -*[*http://4h.ucanr.edu/files/156260.pdf*](http://4h.ucanr.edu/files/156260.pdf)

**4-H may not receive a donation of $1,000 or more without the County Directors Approval.**Any proposals of significant gifts, (e.g., those in the amount of $1,000 (one thousand dollars and no cents) or greater), that are given with or without restrictions; gifts of real estate; or gifts proposed as endowments must be reviewed and approved prior to acceptance by the county director\*, in coordination with the [ANR Development Services Director](http://ucanr.edu/Development_services/).

**Small Animal Species Leaders needed**

Species Leader Applications are available for Small Animal. Need people to step up.

**Enrollment**

**Regarding youth enrolling in 4-H, they may not participate in any 4-H events or activities until they are fully enrolled and Active in 4hOnline.**

I want to clarify the information the Community Club Leaders stated, ‘they have until the end of the year to complete the process’. Youth cannot participate unless they are enrolled and Active. That policy is firm. The enrollment policy addresses that a youth can come to our program and enroll at different times throughout the year. If that Community Club Leader has youth who haven’t finished the enrollment process and are not Active in 4hOnline, they are not recognized 4-H members and there is no coverage for those youth. If they are permitting youth to participate when they are not Active, the policy needs to be clarified for the Community Club Leader and families as they are not currently following policy and that is a risk issue.

The youth enrollment is different from the returning adult volunteers who have the courtesy extension to re-enroll and continue their service.

There are some enrollment caveats: When youth want to participate in activities such as fair that take place after a program year has ended, but their eligibility is based on their previous program year’s work in 4-H, those youth have the coverage extension for them to participate in fair and do not need to be enrolled and Active in 4-H because the coverage extends and exists for these types of scenarios.

**Regarding the proposed day limits, those would not align to our current policy.**

The Alameda 4-H Leaders’ Council has set 60 days as a limit to complete the club and county requirements for membership. This does not align with the State 4-H policy and needs to be address at the Leaders' Council meeting.

**Enrollment Requirement Due date for Adults Feb 28**

The State has extended the 4-H Online training courses completion date to Wednesday, February 28, 2018. If an adult has not completed the online courses or the required up-to-date Live Scan, then they may not participate in the 4-H Program for this year until complete.

**“Who To Go To” in Alameda County 4-H**

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| **Administrative and Resource/Support** | **Programmatic** |
| **Cheryl Fraser**4-H Program Rep.Office Hours: M-F 9-5 PM or by appt.Contacts: cyfraser@ucanr.edu* Enrollment
* Leader Certification (Orientation, Fingerprinting, Leader Card)
* Policy Manual (i.e. Info, training, application)
* Online Record Book (ORB) Support
* Conflict Resolution/Incident Reports
* Treasurer Assistance (i.e., Annual Club Budget, Club Fees, Inventory, Bank Statements, etc.)
* All Grants (any amount) and Gifts/Donations ($1,000+)
* End of the Year Reports
* Outreach Methods documentation
* Enter outreach at <http://ucanr.edu/outreach>
* General 4-H questions

**Open Position**4-H Program Rep.Alameda and Contra Costa Facility AgreementsOffice Hours: Mon Wed & Fri 11-4 or by appt.Contacts: lafrederickarbuckle@ucdavis.edu925 646-6543 Office* Facility Use – Log, Agreements, Risk Management and Insurance, etc.

Enter Facility Information at <http://ucanr.edu/4hlog>* General 4-H questions
 | **Mark Duguid**County Club Council (CCC) PresidentContacts: mrcakebooth@comcast.net 925 784-2754 Cell* CCC Executive Council information and agenda
* Countywide Resource and/or Species Leader Application
* Countywide Events/Committees

**Mark Weise**County Club Council Vice PresidentContacts: mark.weise@sbcglobal.net 925 449-1547* Helps the President
* Recruits and Coordinates membership on council committees

**Claire Duguid**County Club Council TreasurerContacts: mrcakebooth@comcast.net 925 784-2754 Cell* Performs financial transactions such as receive and deposit all funds, issue checks, pay bills and make other authorized expenditures.
* Comply with all 4-H Policies and procedures, including preparing all financial records and annual audit/peer review

**LeAnn Buckler**County Club Council SecretaryContacts: foxybuckler@comcast.net* Records and provides minutes of all meetings of the County Club Council
* Communication and Correspondence
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Created by Charles Go Version July 31, 2017

Revised by C. Fraser – February 26, 2018