**Project Proficiency Information Sheet**

**(Project Proficiencies are not required; they are purely voluntary.)**

 Objectives~ maintain a balance between learning and competition

 Policy~ 1st year members may apply for 1 proficiency level, 2nd year and up may apply for two proficiencies

 Proficiencies are **optional** for leaders and members

 Judging Standards~ members are judged on skill and knowledge by their project leader

 **One compiled list per club** will be accept by the UCCE office

 Requirements~ turn in application to club by the **club’s due date**

 Deadlines~ Club lists are due to the UCCE office **April 30** to apply and
**August 15** to complete

 No changes can be made after deadline dates

In an attempt to recognize more 4-H members for their project efforts, Mendocino County 4-H offers a Project Proficiency Program. This program is designed to commend members for the knowledge and skills they learn during the course of their projects. There are three or four levels of competency for most projects. The terms used are usually Beginning, Intermediate and Advanced or by number

Level One, Level Two, etc.

Each member must complete at least 80% of the required guidelines and obtain the Project

Proficiency record with their project leader’s signature.

**MENDOCINO COUNTY 4-H POLICY**

Proficiencies:

A 4-H member can only obtain two proficiencies per 4-H calendar year; however, the member does not

need to be currently enrolled in the project to sign up for that proficiency. The member must have completed the project during their 4-H career. If the member is not currently enrolled in the project, they must have a current leader (within the county) of the project administer the proficiency test. All

4-H members must report intent to complete the proficiency by the date set by their club as well as

report the completion of the proficiency by the date set by the their club. All reporting is done on a club basis. (Mendocino County Council, October 1, 2011) All clubs must have their lists turned in by the deadline set by Mendocino County 4-H Council.

**WHAT ARE THE JUDGING STANDARDS?**

Proficiency levels are judged 100% on the knowledge or skill demonstrated by the member. A member should show progress in development during the course of the project. Progress should be in relationship to 1) member’s ability and 2) size or scope of project knowledge.

All applicants start with beginning level proficiency and will progress at their own pace. Members, second year and above, are limited to two medals a year. They may decide to receive

two medals in one project or to work on separate projects. **Members will not be allowed to add**

**projects in the Proficiency Program after the enrollment has closed**, nor will they be allowed to

“challenge up.” They will only be considered for the level they have signed up for.

**WHAT SHOULD MEMBERS DO FIRST?**

A member wishing to achieve a project proficiency level has the responsibility to make it known to the project leader. Clubs may have different mechanisms regarding the collection of names of proficiency applicants. Please contact your Community Leader or designated leader to find out how your club handles turning in the record of names to the County Office. The Community Leader or designated leader then turns the Club Records in to the 4-H office by the **April 30 deadline**. Members work on guidelines at their own speed. You will be tested or evaluated on your selected project by your individual project leader. Each club’s designated leader will turn in the list of those who completed proficiencies

to the 4-H office by **August 15 deadline.**

Members receive medal(s) they have earned during the club’s awards program.

**AWARD OBJECTIVES AND REQUIREMENTS**

**OBJECTIVES:**

To maintain a balance between learning about projects and competing for awards. This program provided the Mendocino County 4-H Council with a method of recognizing 4-H members for their accomplishments. Project Proficiencies also allow members to be recognized for their individual accomplishments. Completed proficiencies also help strengthen record books

**REQUIREMENTS: (may vary from Club to Club)**

1. Sign up for the Project Proficiency **you** want to strive for. Submit your form to the club by their due date. Clubs will then submit a complete list to the UCCE Office by April 30.

2. Complete the requirements listed for the level.

3. Submit **your** completed Project Proficiency Level with leader’s initials and date to your club’s Community Leader or designated leader by the club due date. List of completed proficiencies are to be submitted to UCCE office by August 15.

**APPLICATION:**

1. Turn in your application to your club’s designated leader by the clubs’ due date; prior to April 30 (if your club uses this procedure)

2. Completed Proficiency Forms must be turned in to your designated leader by the clubs’ due date

(prior to August 15 of the year applied).

Rev 5/2/17 LE