UF|IFAS Extension
UNIVERSITY *of* FLORIDA

FLORIDA 4-H AWARDS AND RECOGNITION

My Intermediate 4-H Project Report (Ages 11–13)

Name: _____   **Date:** _____

County: _____   **Age (as of 9/1):** _____   **Years in 4-H:** _____

Mailing address: _____

City: _____   **Zip Code:** _____

Email: _____   **Phone:** _____

Club/Group: _____

Project: _____   **Years in this 4-H project:** _____

Approval of this report:

I personally prepared this report, and it is a true record of my 4-H project.

4-H Member Signature: _____   **Date:** _____

Parent/Guardian Name: _____

Signature of Parent/Guardian: _____   **Date:** _____

4-H Leader Name: _____

Signature of 4-H Leader: _____   **Date:** _____

Instructions

Youth will complete a separate Project Report form, including all attachments, for every project that they submit for recognition.

- Start working on section #1 at the beginning of the year when you begin your new project. A full listing of life skills can be found at https://edis.ifas.ufl.edu/publication/4H242.
- Sections #2 and #3 should be completed as you work on your project throughout the year.
- Put together all of the attachments listed in section #3 of this form (project report, project pictures, project story, and project records) into a folder.
- Submit this project report with all of the attachments listed in section #3 of this form to your local UF/IFAS Extension 4-H agent for judging.

Section 1: Project Plans and Goals

This is what I want to learn this year (choose one life skill goal and two project goals that are obtainable and relevant):

_____

_____

_____

Member Signature: _____ Date: _____

This is what my leader agreed to help me do:

_____

_____

Leader's Signature: _____ Date: _____

This is what my parent(s)/guardian(s) agreed to help me do:

_____

_____

Parent/Guardian's Signature: _____ Date: _____

Section 2: Project Activities (you may add pages)

Date(s)	Activities I Did Related to My Project This Year	Time Spent

My citizenship and community service activities this 4-H year:

Date(s)	Description of Activity	Your Role

My leadership activities this 4-H year:

Date(s)	Description of Activity	Your Role

My presentations and exhibits this 4-H year:

Date(s)	Description of Presentations and/or Exhibits (include the location, event, audience, title, and award(s) received)

Section 3: Project Attachments

Project Pictures

Attach at least four photos (or you may provide drawings) of your project work throughout the year showing you and your project at the beginning and when completed. Your pictures should show various aspects of your project. Additional photos of your 4-H year may also be included to highlight experiences such as camp, community service, or other activities in which you participated.

Photographs should be 3″×5″ or 4″×6″. Make sure that your photographs are attached neatly and securely. In the space below the picture write a caption. Each caption should include:

- Date
- Description of activity or event
- Skill learned

Photo Caption: _____ **Date:** _____

_____

_____

_____

Photo Caption: _____ **Date:** _____

_____

_____

_____

Photo Caption: _____ **Date:** _____

_____

_____

_____

Photo Caption: _____ **Date:** _____

_____

_____

_____

Project Story

Create a story of your project experiences. In your story, answer the following questions:

1. **What new thing(s) did you learn about your project?**

2. **What problems did you have and how did you overcome them?**

3. **What were your accomplishments?**

4. **How did your leader and other adults help you?**

5. **What plans or goals do you have for next year?**

6. **Write about any skills you learned that you can use in other areas of your life (life skills).**

On a separate page, neatly write or type (in 12-point, double-spaced font) your project story.

Project Book or Worksheets

Attach your project or record book, worksheets, and any other educational materials completed during the learning experience as evidence of your project work.

My Intermediate 4-H Project Report Score Sheet (Ages 11–13)

Name: _____

Club: _____ **Project Area:** _____

Points Earned	Possible Points	Criteria	Remarks
		Section 1: Project Plans and Goals (5 points possible)	
	5	**This is what I want to learn this year:** • Member shows the ability to set obtainable and relevant project and life skill goals. • Intermediate age should list two project goals and one life skill goal. • Member has enlisted support of an adult in his/her project work.	
		Section 2: Project Highlights (30 points possible)	
	5	**Project Activities** • Activities demonstrate progress toward goals. • Activities are related to project work.	
	10	**Citizenship** • Member participated in citizenship and community service activities.	
	10	**Leadership** • Member shows involvement with various leadership roles.	
	5	**Presentations and Exhibits** • Member shared his/her project work through a presentation or exhibit.	
		Section 3: Project Attachments (60 points possible)	
	25	**Project Records** • Member included a completed project/record book, activity sheets, and/or other educational materials completed during the learning experience.	
	15	**Project Pictures** • Pictures show member actively engaged in learning experiences related to the project. • Pictures have appropriate captions.	
	20	**Project Story** • Story portrays experiences with project work. • Member reflects on what was learned from the project experience and makes plans for future projects. • Member talks about problems and accomplishments.	
		Neatness, Completeness, and Evidence of Work (5 points possible)	
	5	• Report and attachments show evidence of effort and are neat and complete.	
	100	**Total Score**	

Evaluator: _____