

# Walworth County Sr. Leaders Funding Guidelines and Application

This form is for all requests besides: **Space Camp\*\***, Citizenship Washington Focus, National Congress, National Conference, and **State Conference\*\***. The previously mentioned trips will be determined by an interview process. Funding will be determined on a case-by-case basis by the Executive Board. The guidelines below must be followed for your application to be considered for approval for this and future funding requests.

**\*\*Space Camp and State Conference applicants that are asking to attend more than once must complete this form.**

1. Funding is available for individuals attending official 4-H conferences, 4-H camps, 4-H competitions and other 4-H educational opportunities. It is to be used to cover travel expenses, registration and or program fees. It is NOT to be used for animals or project materials.
2. Each fund request must be accompanied by this completed application submitted to the UW-Extension office. The application must be turned in at least one week prior to the Senior Leader meeting immediately preceding your first payment. Early submission is recommended.
3. Senior Leaders may award up to 1/3 of the total trip cost for any individual. It is expected that some funds also be raised by the applicant. It is also expected that you work at least one shift at the House of Pork.
4. As part of the application process, each individual is required to appear before the Senior Leaders at a regular meeting and formally request the funding. We suggest you prepare as you would for a job interview so a business casual appearance is expected and a short presentation (2-3 minutes) is requested, it should cover what trip you are interested in and why, what you expect to learn, and how you plan to share this information with others upon your return. When the trip has been completed we also request a short presentation (2-3 minutes) about what you did, learned and plan to share at the next Senior Leaders meeting. Group presentations are allowed.
5. It is expected that the behavioral guidelines of Walworth County 4-H and the safety and behavioral guidelines of the event/trip/camp etc. will be adhered to. If an individual has had a behavioral issue from the past, they may be denied funding.
6. If an individual received funding for this same event from the Senior Leaders Association in the past, please additionally attach a one page explanation of what was learned from the previous experience, how it can be applied it to the future, how the individual shared this information with other 4-H members since their return, and explain why it is beneficial to go again.

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## To be completed by the applicant:

Name: \_\_\_\_\_ Club: \_\_\_\_\_

Grade: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Name of Trip/Event/Camp: \_\_\_\_\_ Dates: \_\_\_\_\_

Location: \_\_\_\_\_ Total Cost of Opportunity: \_\_\_\_\_

Answer the questions below with a full paragraph for each. Phrases like "I want to have fun." Or "I want to meet people." are not sufficient answers. Be specific, your answers will determine your funding.

1. Why do you want to take part in this activity? \_\_\_\_\_

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What do you expect to learn from this experience? \_\_\_\_\_

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How will you share what you have learned when you return from this experience? \_\_\_\_\_

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<b>Office Staff Only:</b>		
Date Requested Funds:	_____	
Date Presented Return:	_____	
\$ Amount Awarded =	_____	
Worked at HOP?	YES	NO