



State 4-H Awards Program

State Excellence Awards

Application Tips & Benefits

The following list of tips is to help you enhance your 4-H Awards application.

Application Overall

- Make sure you have the most current application form. Read and follow all directions carefully.
- Review the application and examples of applications on the Missouri 4-H website.
- Individuals are to emphasize experiences within the past year, but may include specific references to only the past three (3) years.
- Insert your Missouri 4-H Recognition form in a flat pronged folder with no page protectors, be neat, check grammar and spelling and write active sentences. Ask your English teacher to proof for you.
- Always emphasize what you have learned from each experience, how you can and are applying the things you have learned and goals you have accomplished.
- The leadership, citizenship and community service sections and the resume (Level III) should include experiences in 4-H, but may reference school, church and community.

Individual Sections:

- **Citizenship** is about community decision making. Sharing examples about helping others is good, but strong reports involve influencing the community decision-making process, mobilizing the community towards a worthy goal and include voting on issues where appropriate.
- **Community Service** is about helping others. Participation is good; however, in the stronger reports members take leadership roles in organizing community service events.
- The **4-H projects and activities** section and the **4-H story** give facts to specific 4-H experiences and how they enhance the total youth development of the individual. Write about how experiences have changed you as an individual as well as life skills you have learned along the way.
- Youth should write how they have transferred what they have learned in recent 4-H projects, activities, and events to other areas of their life and how they have helped to teach others. Teaching others is an excellent learning experience in itself.
- The **4-H story** should reveal not only what the individual has done, but should expand beyond those indicators to include the skills that are being learned in preparation for life. Include the “so what” of certain experiences and explain the difference these 4-H experiences make in your life.

Specific for Level II and/or III:

- The **leadership** skills are described in the application forms for Levels II & III. Each paragraph describes that area and provides some key questions to address. Remember the selection committee is not looking for a definition of each leadership area; they are looking for how you have applied skills in these areas.
- The **resume and reference** piece in the Level III application gives youth some experience in workforce preparation. The resume needs to be prepared in the context of a possible first job or aspirations for another job in the future. Follow the layout of the example provided.