



**4-H LEGISLATIVE
ACADEMY**

Missouri 4-H Legislative Academy

**February 17-19, 2020
Jefferson City, Missouri**

Applications must be received in 4-HOnline between Nov 1 and Dec 1, 2019 11:59pm.

Purpose

- Strengthen youth-adult partnerships and lend voice to Missouri state-level decision-making.
- Develop a working knowledge of the three branches of Missouri state government hands-on.
- Educate state legislators, agencies, and sponsors on the tremendous impact the 4-H youth development program has on children, youth, families, and communities.
- Enhance skills for state-level youth leadership and civic engagement through 4-H.
- Grow awareness of and readiness for careers in public service.

Eligible Youth

- Enrolled as a 4-H member for the 2019-2020 year
- Age 14-20 on Dec. 31, 2019
- Able to attend the entire three-day Academy, Feb. 17-19, 2020
- Has support of his/her local 4-H youth specialist to apply as a delegate
- Has experience in 4-H leadership/citizenship roles and trips (preferred, but not required):
 - State 4-H Council
 - State 4-H Shooting Sports Ambassador
 - Citizenship Washington Focus Delegate
 - State Award Winner (National 4-H Congress, National 4-H Conference)
 - Youth Futures Delegate, nominated by advisor
 - Mizzou 4-H Member, nominated by advisor
- Has not previously attended Missouri 4-H Legislative Academy

Expectations for Delegates

Prior to the Academy

- Attend the team orientation by webinar or in person
- Conduct web research on state legislators, youth policy issues, and Academy sponsors
- Develop a personal 4-H story and consistent message about Missouri 4-H to deliver during the Academy

During the Academy

- Be an active participant while attending the entire Missouri 4-H Legislative Academy, Feb 17-19.
- Be prepared with questions for state executive, legislative, and judicial leaders you meet
- Be flexible, adaptable, and able to get along with many types of backgrounds and personalities

After the Academy

- Attend the team post-conference meeting by webinar or in person
- Write thank you notes to Academy sponsors
- Complete Academy survey and 4-H life skills evaluations

Application Process

Nov 1-Dec 1, 2019	Application submitted online
December 31, 2019	Notification letters emailed to applicants
January 23, 2020	Team meeting – webinar, 6:00-7:30pm
February 17-19, 2020	Missouri 4-H Legislative Academy, Jefferson City MO
March 19, 2019	Team meeting – webinar, 6:00-7:30pm

Trip Details

When:	February 17-19, 2020
Where:	Capitol Plaza Hotel , 415 W McCarty St, Jefferson City, MO, (573) 635-1234. The hotel is 'home base' for the Academy. Delegate rooms are covered by the event. Families do not need to contact the hotel to reserve rooms.
Cost:	\$75 registration fee , payable by credit card or check. Registration fee is not due until youth are selected as delegates. If paying by check, make payable to "University of Missouri" but send check to County Extension Office noted as "Missouri 4-H Legislative Academy."
Registration:	Youth can apply Nov 1-Dec 1 at https://mo.4honline.com. Delegate selection will occur by Dec. 31, with results shared with all applicants and county staff.
County approval:	Youth should notify their county 4-H specialist when they apply. Applications must have county 4-H recommendation in 4-HOnline to be considered for state selection.
Check In/Out:	Delegates should arrive at the hotel between 10:00-11:00 a.m. on Feb. 17 to check in. The Academy ends at 4:30 p.m. on Feb. 19 at the hotel.
What to bring:	Youth will wear business and/or professional attire during the three-day Academy. Delegates receive a dress code and packing list. Youth seeking internships with state agencies or legislature are encouraged to bring resume copies. 4-H will provide business cards for each delegate.

Delegate Selection

- Up to 15 youth will be selected on: 1) completed parts 1-4 of the application, 2) demonstrated 4-H leadership/citizenship experience, and 3) ability to represent 4-H to state leaders and donors.
- Up to 3 alternates will be chosen in case selected delegates cannot attend.
- 4-H members may only attend this trip once. Youth who were selected as alternates in previous years may apply again.
- Selection will encompass the full diversity of Missouri 4-H. Delegates will be chosen from all over the state, representing clubs, college/career readiness programs, metro and non-metro areas, State 4-H Council, and Collegiate 4-H. While all eligible 4-H members can apply, the group of delegates selected will ensure the fullest possible representation of the state.

Academy Sponsors

Through generous gifts to the Missouri 4-H Foundation, a number of Missouri associations, organizations, and individuals make the 4-H Legislative Academy possible each year. Youth delegates will have the opportunity to meet some sponsors during the Academy in Jefferson City, and will write thank you notes to sponsors afterward.

Application Instructions

For assistance with completing the application process, please contact your County Extension Office first.

- **Part 1: Youth Application (4-HOnline)**

Complete the 4-H Legislative Academy application in 4-HOnline. You must be approved as an “active member” for 2019-2020 to see the application in 4-HOnline. Notify your county 4-H specialist you are applying. An online recommendation from this person is needed for your application to be considered.

Each 4-H Legislative Academy delegate will participate in a shadowing experience with a state elected official’s office on the second afternoon. Choose your preferred shadow option:

- a) **Legislative Shadow Option** – click this option to shadow your State Senator and State Representative during Legislative Academy. Your Senator and Representative represent your legislative districts in Jefferson City. (Do not list U.S. Congressional representatives who are in Washington D.C.). You will split time shadowing these two legislative offices on the second afternoon. To look up your state legislators, visit http://www.senate.mo.gov/lookup/leg_lookup.aspx
 - b) **Executive Shadow Option** – click this option to be considered for one of three executive office shadows (Governor’s Office, Lieut. Governor’s Office, or Secretary of State’s Office). You will shadow the staff of one of these offices. Meeting with the office holder may be limited depending on their schedule that day. Name one of these state officials whose office(s) you would like to shadow (Governor, Lieut. Governor, or Secretary of State) and why you are a good match for that office.
- **Part 2: School Absence Request Form (fillable PDF)**
Complete the school absence request form located on the [4-H Legislative Academy website](#). Discuss the trip with your school administrator for permission to be absent February 17-19, 2020. Email the completed PDF form signed by your school to 4hyouth@missouri.edu. Delegates will receive a 4-H school absence letter to turn in to their school before the trip. (College-age applicants: absence form does not apply).
 - **Part 3: Youth Applicant Narratives (online survey)**
Complete the youth applicant narratives located at [4-H Legislative Academy Youth Narratives](#). Narratives should be written in essay form using complete sentences; avoid using bulleted lists or abbreviations. Type and save narratives in a separate document first, then copy and paste answers into the online survey to avoid losing your work. Click the submit button at the bottom.

Contact Information

For questions about Missouri 4-H Legislative Academy event or application, contact Steve Henness at henness@missouri.edu or 573-884-6618.