Florida 4-H Portfolio

“I want to apply for a 4-H scholarship or national award trip”
What will we accomplish?

- How to complete the application for both scholarships and award trips.
- How to make your accomplishments stand out on paper.
Why should I apply?

- National Award Trips
  - National 4-H Congress is held each November in Atlanta, Georgia. Florida can have up to 30 youth delegates attend.

  - National 4-H Conference is held each March in Washington, D.C. Florida can have four youth delegates attend this event.
Why should I apply?

- Over $13,000 in scholarships awarded each year.

Wilmer & Melda Bassett
T.G. Williamson
Thomas Greenawalt
Dr. Freddie Johnson

Norma Cox
Terry Floyd
Ruth Milton
Alden Hilliker

Platt Memorial
Barber
C.W. Reeves
Nettie Ruth Brown

UF College of Agricultural and Life Sciences
Tampa Bay Kennel Club
Osbourne Horsemanship Scholarship
Horseman of the Year

*See the Florida 4-H Scholarship Summary for all requirements posted at www.florida4h.org
Who is eligible?

- Any Florida 4-H member can apply for National trips who are 14 years old and up. (by Sept. 1 of the current 4-H year)

- Once you win a trip you can not apply again for the same trip.

- You must be a graduating senior to be eligible for the majority of the state 4-H scholarships.

- Some scholarships are available for freshman and sophomores in college.

- See current scholarship summary for more details on scholarship requirements at www.florida4h.org.
Portfolio Resources

What you will need to get started:

- Past 4-H Project Books, Project Reports, Building My 4-H Portfolio, and any other materials used to report your 4-H experiences.
- Florida 4-H Portfolio and Appropriate Cover Page
- What Are My Skills worksheet
- Marketing YOU! Guidelines for Completing a Florida 4-H Portfolio

www.florida4h.org
Choosing a 4-H Program Submission Area

One of the first step to completing a Portfolio is selecting the program area you have the most experience in. Florida 4-H Program areas include:

- Animal Science
- Environmental Education
- Individual & Family Resources
- Citizenship & Career Development
- Leadership & Communications
- Science & Technology
- General/Overall Achievement

*For Project Area descriptions see page 13 of “Marketing You”*
Requirements of a Awards Portfolio

1. Florida 4-H Senior Portfolio & Awards Cover Page (12 point font)

2. Resume (1 to 2 pages, 12 point font)

3. Narrative (2 to 3 page, 12 point font double spaced)
Requirements of a Scholarship Portfolio

1. Florida 4-H Senior Portfolio & Scholarship Cover Page (12 point font)
2. Resume (1 to 2 pages, 12 point font)
3. Narrative (2 to 3 pages, 12 point font double spaced)
   Scholarship narratives must include a statement of financial need for the scholarships you are applying for.
4. Letters of Recommendation: (1 from your County Agent, and 1 from an employer, school counselor, instructor, or academic advisor)
5. Official Transcripts: (high school and college grades) Transcripts can be opened and copied before they are mailed to the State Office.

*Horse Scholarships require current year’s horse record book (i.e. Osborne & Horseman of the Year)
Portfolio Cover Pages

- Different Cover Page for Awards and Scholarships.
- Select the Award Trip on the Awards Cover Page and all scholarships on the Scholarship Cover Page you are applying for.

Take the time to fill out all sections!
Let’s Complete the Senior Portfolio!
Florida 4-H Portfolio: Section I

- **Major Project Summary** – Project Goals, Accomplishment, and Activities for the current year in a selected project in the Project Area you are submitting your Portfolio in.
  
  - **IA: Project Goals** – goals set in the project for the current year and how they have influenced your project experience.
  
  - **IB: Major Project Accomplishments** – accomplishment during the current year in the project you are highlighting.
  
  - **IC: Project Activities** – activities and experiences during the current year and your involvement.
Florida 4-H Portfolio: Section II

- Cumulative 4-H Experiences in any project area during your 4-H career.
  - IIA: Project Accomplishments
  - IIB: 4-H Awards and Honors
  - IIC: 4-H Activities, Experiences, and Events
  - IID: 4-H Offices and Leadership Experiences
  - IIE: 4-H Citizenship and Community Service
# Project Accomplishment Examples

## Good

<table>
<thead>
<tr>
<th>Years Enrolled</th>
<th>4-H Project Area</th>
<th>Major Accomplishments</th>
</tr>
</thead>
<tbody>
<tr>
<td>2003-2007</td>
<td>BEEF</td>
<td>Showed 10 heifers and 5 steers at 15 shows; exhibited grand, reserve grand and first place animals (12); member of 8 club, 4 county and 1 state livestock judging team</td>
</tr>
</tbody>
</table>

## Even Better

<table>
<thead>
<tr>
<th>Years Enrolled</th>
<th>4-H Project Area</th>
<th>Major Accomplishments</th>
</tr>
</thead>
<tbody>
<tr>
<td>2003-2007</td>
<td>BEEF</td>
<td>Began with one project heifer at age 9 and now have a herd of 15 cows. Annual calf sale profits have provided me with $3550 in savings for my education.</td>
</tr>
</tbody>
</table>
Awards and Honors

- Group awards in categories showing significant improvement whenever possible. The categories of awards might include trips, trophies, ribbons, county medals, etc.

- List the most important awards and those most relevant to the other information you have include in your awards application.

<table>
<thead>
<tr>
<th>Year</th>
<th>Award Honor</th>
<th>Award Description</th>
<th>Level</th>
</tr>
</thead>
<tbody>
<tr>
<td>03-07</td>
<td>Trips</td>
<td>Won trips to state and national judging events</td>
<td>S(5)N(2)</td>
</tr>
<tr>
<td>03-07</td>
<td>Trophies</td>
<td>23 trophies in 4-H Livestock shows including 4 grand and 9 reserve grand champion</td>
<td>C(12)S(3)</td>
</tr>
</tbody>
</table>
Activities, Experiences, and Events

- List experiences by year(s) in chronological order combining information where possible.
- Items should reflect participation in demonstrations, talks, workshops, clinics, judging events, field trips or other learning experiences.

<table>
<thead>
<tr>
<th>Year</th>
<th>Project Competitions/Exhibits</th>
<th>Your Involvement</th>
<th>Level</th>
</tr>
</thead>
<tbody>
<tr>
<td>04-07</td>
<td>Exhibits</td>
<td>Created and exhibited 15 photo exhibits (C), and 2 poster art (D, S) exhibits</td>
<td>C,D,S</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Year</th>
<th>Presentations/Demonstrations</th>
<th>Your Involvement</th>
<th>Level</th>
</tr>
</thead>
<tbody>
<tr>
<td>03-07</td>
<td>Demonstrations</td>
<td>Created and presented 5 county, 5 district, and 3 state demos</td>
<td>C, D, S</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Year</th>
<th>Other 4-H Events and Activities</th>
<th>Your Involvement</th>
<th>Level</th>
</tr>
</thead>
<tbody>
<tr>
<td>06-07</td>
<td>Florida 4-H Legislature</td>
<td>Lobbyist</td>
<td>S</td>
</tr>
</tbody>
</table>
## Offices and Leadership Examples

<table>
<thead>
<tr>
<th>Year</th>
<th>Leadership Activity</th>
<th>Your Responsibilities</th>
<th>Level</th>
</tr>
</thead>
<tbody>
<tr>
<td>02-07</td>
<td>Club officer and committee member</td>
<td>President, V.P, treasurer, recreation leader and telephone committee</td>
<td>(L)</td>
</tr>
<tr>
<td>05-07</td>
<td>State Executive Board</td>
<td>District Representative</td>
<td>(S)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Congress Planning Committee</td>
<td></td>
</tr>
<tr>
<td>06-07</td>
<td>State Council Officer</td>
<td>Vice President</td>
<td>(S)</td>
</tr>
</tbody>
</table>

- Indicate at what level you participated: (L) Local, (C) County, (D) District, (S) State, (R) Regional, (N) National, or (I) International.
Citizenship and Community Service

- Remember, this category is to document what you do for others within your community…individually or as a group.
- HELPING to do for others is the key…leadership for these events is good, also helping as a member is good, too!

<table>
<thead>
<tr>
<th>Year</th>
<th>Community Service/Citizenship Activity</th>
<th>Your Responsibilities</th>
<th>Level</th>
</tr>
</thead>
<tbody>
<tr>
<td>05-06</td>
<td>Trails 4-H Club Community Pride Project</td>
<td>Coordinated project, completed Community Pride application and report.</td>
<td>(G)</td>
</tr>
</tbody>
</table>
Florida 4-H Portfolio: Section III

- Experiences in other organizations, hobbies, and special interests.

- List in order of importance your most meaningful experiences in school, church, and community organizations.

- It is important to show leadership involvement if it occurred.
Resume

- Use the example in “Marketing You” to assist you with the appropriate format of a resume.

- Describe skills, knowledge and abilities you have gained through 4-H.

- Be concise!

- This section should describe just how awesome you are.

- Refer to the “What are My Skills Worksheet”
Resume

- **Objective**
  Your objective is what you hope to accomplish by submitting the resume. In this case an objective would be to secure funds for college or to be awarded an award trip.

- **Skills and Accomplishments**
  Use skills you have identified by using the “What Are My Skills” worksheet to complete this section.

- **Education**
  When you will receive your diploma. List your strongest area of focus, i.e. science, literature, etc., and school related honors and activities in this section.

- **Employers**
  If you have been employed, use this section to document those positions. Include the employers name, dates of employment (mm/yy), and a brief description of your responsibilities. You may also list the city and state of employment.
2-3 page Narrative that summarizes and highlights how you have benefited from your 4-H experience. Should address the following five points.

1. How have you benefited from 4-H?
2. What skills have you learned in 4-H? How will they benefit you in the future?
3. Select an experience in which you were a part of a group and explain your contributions to that effort.
4. How will you share your experiences in 4-H?
5. What impact will you be able to make as a result of your 4-H experience?

Scholarship Portfolio Narratives must include a statement of Financial Need for the scholarships you are applying for.
Additional Scholarship Attachments

Don’t forget those additional attachments for Scholarships!

- Additional Statement of Financial Need in Narrative.
- Letters of Recommendation: (1 from your County Agent, and 1 from an employer, school counselor, instructor, or academic advisor)
- Official Transcripts: (high school and college grades) Transcripts can be opened and copied before they are mailed to the State Office.
Submission Process

- Make sure you meet your County’s portfolio deadline!

- Award Trip Applications: submit the original and two additional copies.

- Scholarship Applications: submit the original and one additional copy for each scholarship.

- The original copy should be in a clear plastic report cover. (Additional copies do not need to be in a report cover)

- Always keep a copy for yourself!

- All materials are due in the State Office by June 1st by 4:30 pm.
Now What?

- Those granted an interview will be notified in mid to late June by mail. Interviews will take place at State Congress.

- Award recipients will be announced during the banquet at Florida 4-H Congress.
QUESTIONS???