



## ANNUAL 4-H CLUB SUMMARY

*4-H is a community of young people across America who are learning leadership, citizenship and life skills.*



Please complete this form and return to your respective county 4-H office.

Club Name \_\_\_\_\_ Town \_\_\_\_\_

Organizational Leader \_\_\_\_\_ Phone \_\_\_\_\_

Assistant/Co-Leader(s) \_\_\_\_\_

Number of members \_\_\_\_\_ Male \_\_\_\_\_ Female \_\_\_\_\_

Number of meetings held: Regular \_\_\_\_\_ Special/Project \_\_\_\_\_ Outings \_\_\_\_\_

Club will be continuing into next 4-H year. Yes \_\_\_\_\_ No \_\_\_\_\_ *(If not, why?)*

Community Service: What project(s) did your club complete this year?

Number of youth participants \_\_\_\_\_ Total number of hours \_\_\_\_\_

Please estimate the number of hours you, your assistant/co-leaders or parents contributed to 4-H this past year in any capacity (club work, county committees, fair, etc.)

Number of people \_\_\_\_\_ Total number of hours \_\_\_\_\_

What was your club's most successful educational program?

What was your club's most important 4-H accomplishment this year?

What did you do this year to promote 4-H? *(If you have any news clippings, please attach a copy)*

Goals for the upcoming 4-H year.

*(Please use separate sheet of paper to complete questions as necessary)*

Person(s) completing this report...

Name \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_



# ANNUAL 4-H CLUB FINANCIAL SUMMARY



Local 4-H Clubs are non-profit organizations whose financial records must be available upon request. The Club Organizational Leader in cooperation with the Club Treasurer should complete this form at the end of each 4-H year - October 1 to September 30. Please complete this form and return to your respective county 4-H office by October 15.

Club \_\_\_\_\_ Report for 20\_\_\_\_ to 20\_\_\_\_ year  
Number of Club Members \_\_\_\_\_ Does your group charge dues? \_\_\_\_ If so, how much \_\_\_\_\_  
Bank Name: \_\_\_\_\_ Bank Acct. #: \_\_\_\_\_  
Balance at beginning of the year: Checking: \$ \_\_\_\_\_ Savings: \$ \_\_\_\_\_

### Income

SOURCE	AMOUNT
Contributions, grants received	
Program Revenue (e.g. entry fees)	
Club Dues	
Investment Income (e.g. interest)	
Fundraising event income	
Gross income from sales (e.g. candy, bake sale)	
Other revenue (attach note to describe)	
<b>TOTAL INCOME</b>	

### Expenses

PURPOSE	AMOUNT
Contributions, donations made	
Cost of items sold (e.g. candy, t-shirts)	
Postage, printing, office supplies	
Project supplies	
Club t-shirts	
Refreshments	
Other	
<b>TOTAL EXPENSES</b>	

Total Income \$ \_\_\_\_\_  
(minus) Total Expense - \$ \_\_\_\_\_  
Total Profit or Loss \$ \_\_\_\_\_  
Year End Balance Checking: \$ \_\_\_\_\_ Savings: \$ \_\_\_\_\_  
Does the treasurer maintain the books and make reports to the group on a regular basis? \_\_\_\_\_

Signed \_\_\_\_\_ Date \_\_\_\_\_  
Organizational Leader  
Signed \_\_\_\_\_ Date \_\_\_\_\_  
Treasurer

The above funds are in: **cash** **checking account** **savings account** (circle)