2016 4-H Seasonal Expo
October 7-9
The Orchards Mall- Benton Harbor, Michigan

HANDBOOK & GUIDELINES

Seasonal Expo in Berrien County is the only ALL 4-H exhibition where 4-H'ers showcase their project achievements over the last year. The Objectives of Seasonal Expo are to:

- Bring the HEAD – HEART – HANDS & HEALTH of 4-H to life!
- Provide opportunity for 4-H members to demonstrate project-learned skills while building their portfolio.
- Provide 4-H members an opportunity to publicly display their accomplishments.
- Provide 4-H members a supportive evaluation for each of their projects.
- Provide the community an opportunity to see the quality and quantity of work being done by 4-H’ers.
- Attract new members to the Berrien County 4-H Program.
- Provide 4-H members an opportunity to compete for special recognition of their projects.
- Provide 4-H members, leaders, and parents an opportunity to meet other 4-H families.
- Provide an opportunity to demonstrate 4-H TEAMWORK in the efficient set-up, tear down, and operation of the event.

The 4-H Pledge:
I pledge My Head to Clearer Thinking
My Heart to Greater Loyalty
My Hands to Larger Service and
My Health to Better Living
For My Club, My Community, My Country, and My World.

The Vision of the Berrien County 4-H Youth Program is to make a positive difference in the lives of Berrien County youth.
**Thursday October 6**
6:00 p.m.  
7:00 - 8:30 p.m.

Talent Show Practice  
Early Evaluation & Set-up at The Orchards Mall

**Friday, October 7**
4:30 - 9:00 p.m.

4-H Information Booth open in the Seasonal Expo Headquarters  
Evaluator Orientation at Seasonal Expo Headquarters  
Evaluator Orientation at Project Location  
Project Evaluations & Set Up

5:00 - 5:30 p.m.  
5:40 - 6:00 p.m.  
6:00 - 8:30 p.m.

**Saturday, October 8**
8:30 a.m. - 9:00 p.m.

Seasonal Expo  
Headquarters Open  
Activities & Demonstrations  
4-H Live Animal Exhibits  
Robotics Demonstration  
Dog Project Evaluation and Demo  
*Is your dog Canine Good Citizen Certified?*  
4-H Service Project - Help us Make a Difference!  
Member & Leader Recognition  
Talent Show

10:00 a.m. - 9:00 p.m.  
11:00 a.m. - 6:00 p.m.  
11:30 a.m. - 1:30 p.m.  
Noon - 3:00 p.m.

Noon - 4:00 p.m.  
2:00 p.m. - 5:00 p.m.

6:00 pm

**Sunday, October 9**
11:00 a.m. - 6:00 p.m.

Mall & Seasonal Expo Headquarters open  
Live 4-H Animal Exhibits  
Activities and Demonstrations  
4-H Style Review provided by Clothing & Textile Project Members, Presentation of 4-H Club Awards  
Projects & displays released  
Tear-down

4:00 - 6:00 p.m.

6:00 p.m. (sharp)  
6:15 p.m.
FIRST TIME EXHIBITORS

Will you be a first-time exhibitor at 4-H Seasonal Expo? Here are some helpful hints to get you started.
1. Read this handbook. Many of the important details of 4-H Seasonal Expo are explained in this resource. Several projects have specific requirements that are also explained.
2. Talk to your 4-H leader(s) NOW about which of your projects may be eligible and complete in time to exhibit at this year’s 4-H Seasonal Expo.
3. Make sure that all of your projects have the proper identification to be entered in the Seasonal Expo.
4. 4-H Seasonal Expo utilizes several vacant stores and all Mall corridors for this event. You will need to read signs and locate the specific area for your project evaluation(s). Mall maps will be available at the 4-H Information Booth.
5. If you have any questions while you are at the Mall, the 4-H Information Booth will always be staffed during Mall hours, Friday evening through Sunday.

4-H PROJECT IDENTIFICATION

Project identification is essential at a large exhibition like 4-H Seasonal Expo for two reasons. First, a means of identification needs to stay with your project so admiring friends and public can see who did the excellent work. Second, project identification is essential to make sure projects are released to their rightful owners. We will be using a 2-part ticket system where one part will stay with the project while the second part will serve as a claim ticket. ID Tags and Evaluation forms may be obtained through your 4-H leader(s) or the MSUE Office prior to the event. Tags and materials will also be available on site at the Seasonal Expo.

GENERAL NOTES AND RULES

1. Any person exhibiting must be currently enrolled in 4-H. Persons not enrolled upon arrival to Seasonal Expo, will be required to complete enrollment, pay participant fee and receive written permission from MSUE staff before being evaluated.
2. There are three age divisions:
   Cloverbud: ages 5-8  Junior: ages 9-14  Senior: ages 15-19
3. The Seasonal Expo Committee reserves the right to determine the appropriateness of all 4-H projects for public display. All exhibit and demonstration animals must be of suitable health, temperament, condition and soundness for public display. Avoid using animals with chronic illness or conditions causing lameness. The 4-H Seasonal Expo Committee shall determine and enforce this rule.
4. A Project Evaluation Sheet is required for many project areas. Check with your leader to have sheets filled out ahead of time, if possible.
5. Projects for display can be any that were completed under the Leadership of 4-H since the 2015 Spring Achievement.
6. Projects not completed with a registered 4-H Leader are not allowed.
7. All leathercraft projects must have a note card stating name, age, option, and a list of the tools used.
8. 4-H members, who cannot be present for Friday’s evaluation, may participate in Early Evaluation on Thursday, October 6, at 7:00 p.m., provided arrangements are...
made with the MSUE Office and an Early Evaluation Form is completed (see back of handbook for the form).
9. 4-H members who participate in Early Evaluation will be eligible for all awards and special recognition.
10. ALL 4-H members completing notebooks (animal, clowning, chemistry, etc.) must participate in an in-person evaluation.
11. Parents may observe evaluations in most areas, but must remain quiet to allow the 4-H member to have an effective interaction with the evaluator. However, the Evaluator has the right to ask parents to step away from the area to enhance the evaluation process.
12. If projects are created which are not covered by current Project Guidelines, leaders are responsible to provide project criteria to the MSUE Staff, prior to Seasonal Expo.
13. The 4-H program is NOT responsible for any projects, member displays, or club displays, which are not claimed at the close of Seasona Expo Sunday afternoon.

WHAT IS AN EVALUATION?

A project evaluation takes about 5-10 minutes per project. An evaluation is a two-way supportive discussion of a project between the 4-H member who made the project, and an adult leader (Evaluator). The evaluation is intended to provide the member an opportunity to explain how the project was made and to ask questions of the Evaluator. The Evaluator will examine the project in accordance with the standards for that project area. Questions will be asked to determine the 4-H member’s experience level and techniques used to complete the project. Feedback from the Evaluators is structured to allow 4-H members to identify areas that need improvement or to offer coaching suggestions for the next time.

The Project Evaluation is significantly different from judging which might be experienced at a county fair. In judging, the member is not normally present when quality is being determined. There is no discussion – no feedback - no coaching - no opportunity to consider what was done in the context of age and experience. Evaluators are reminded about this distinction and strive to make the Evaluation at 4-H Seasonal Expo a positive growth experience for the 4-H member.

AWARDS & SPECIAL RECOGNITION

1. All 4-H members will receive a Completion Ribbon for each project or group of projects (if many are entered in one category).
2. Consideration for Awards and Special Recognition will be done independently for the Cloverbud, Junior, and Senior Divisions.
3. Outstanding Workmanship ribbons will be awarded to projects which display a high degree of skill or special attention to details.
4. Originality ribbons will be awarded to projects that set themselves apart from the other projects in their category due to their combination of uniqueness and creativity or original design.
5. Outstanding Presentation ribbons will be awarded to members who demonstrate knowledge of their project mixed with excellent presentation skills while expressing themselves to the evaluator.

6. Awards are presented to participants of the Style Review who excel in the display of their well-made garment. To be eligible for a style review award, 4-H members must model their own garment. (Garments made for friends and family may be modeled, but will not receive a style review award.)

7. All participants in the Style Review will receive a Participation ribbon.

8. Everhart awards are presented for wearable Clothing & Textiles projects in the Senior Division that demonstrate exceptional skills or special attention to details. (Winners of Everhart awards will be announced at the completion of the Style Review on Sunday).

9. 4-H members must be present with their projects for evaluation to be eligible for Awards and Special Recognition.

10. Club Awards are awarded during the Style Review.

11. A project may be awarded BOTH the Outstanding Workmanship and Originality ribbons, along with the Outstanding Presentation ribbon to the member if all criteria are met.

**CLOTHING & TEXTILES EXHIBITOR INFORMATION**

1. Club Coordinators should distribute Narration Forms to members in their 4-H Club so that forms may be filled out in advance.

2. Garments should be brought in to the Evaluators on a hanger, with the Project Identification Tag attached to the garment.

3. All 4-H members must turn in a Narration Form for Style Review at the time of the Evaluation. These forms must be legible - please print or type.

**STYLE REVIEW**

1. All 4-H members who submit a wearable Clothing & Textile project are expected to participate in the Style Review on Sunday, October 9.

2. Garments to be modeled must reflect the values upheld by 4-H and MSU Extension (check with your Project Leader for guidelines printed in the Clothing & Textiles supplement) ie: no bare shoulders and 4-H approved skirt length.

3. 4-H members should report to the Clothing & Textiles area beginning at 3:00 p.m., present their 4-H Project Identification Claim Ticket, get their garment, get dressed, and be lined up for preview not later than 3:45 p.m.

4. Dressing Area location will be confirmed during your evaluation.

5. Sequence of Style Review participants: 1) Knitting and Crocheting, 2) Personalization and 3) Sewing.

6. 4-H members may model in each category; however, they will only be previewed in one garment.

7. Separate Narration Forms must be submitted for 4-H members who model in more than one category.

8. Participant Numbers for the Style Review will be provided.

9. Cloverbud division participants will go on stage in groups. Junior and Senior division participants will go on stage individually.

10. Junior and senior division members will be eligible to be judged for a Style Review Award.
11. Participants may keep their garments after the Style Review.
12. All participants will receive a Style Review Participation ribbon.
13. Parents and 4-H Leaders may briefly help participants in the Style Review preparation area to make sure members are properly dressed. However, parents (and other non-participants) MUST leave the preparation area by 3:30 p.m. to reduce congestion and allow participants to focus on final instructions.
14. Once dressed and checked in for Style Review members may not leave Holding Area.

2016 HIGHLIGHTS

COOKING & BAKING PROJECTS WELCOME AT Seasonal Expo! –
That's right: bring your baked goods, candies, canning, and other 4-H confections.
1. Be sure to bring your projects presented in 4-H fashion and include the recipe on a card.
2. Please- no recipes with uncooked dairy products or eggs. Cream cheese may be used as an ingredient in frosting.
3. NO mixes!
4. Single yield recipes should be presented whole.
5. Four samples should be presented for recipes with multiple yields.

FIND YOUR COUNTYWIDE PROJECTS- All projects completed since last year’s Spring Achievement are eligible for Seasonal Expo 2016.

FIND YOUR FAIR PROJECTS - All Fair projects that were done with a 4-H Leader present are eligible for Seasonal Expo.

4-H HEADQUARTERS – The 4-H Headquarters will be staffed with volunteers available to answer questions during mall hours beginning Friday evening.

ROBOTICS CHALLENGE – GET A TEAM OR COME AND WATCH!

4-H CLUB DISPLAY BOARDS – Promote your activities and accomplishments by providing a 4-H Club display at Seasonal Expo. ALL 4-H Clubs should minimally participate in Seasonal Expo with a display board. This is a great, free, promotional opportunity for our program. Contact Kwesi Lee at 269-927-5674 with any questions. Help us show the public everything that 4-H does in Berrien County.

4-H SERVICE PROJECT- Grab some Dog Supplies or Cat Supplies and Help out 7 Star Rescue. Drop off will be in the Hospitality Center all weekend long.

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Seasonal Expo

is happy to announce that
Seven Star Sanctuary & Rescue
will be our 2016 service project.

Seven Star is a 501c3 organization formed to help abandoned, abused and neglected animals in the Southwest Michigan, Northwest Indiana area. All animals are fostered in loving homes where they learn basic manners and socialization. They are also fully vetted, including spay/neuter, vaccines, microchipped, heartworm tested and put on preventative medicine prior to adoption.

Donations for this year's service project can be made in the form of cash or supplies such as:

Dog/cat food
Dog/cat treats
Collars and leashes
Bleach
Paper towel

Dog/cat toys
Cat litter
Dog/cat beds
Pine Sol/Fabuloso cleaner

Look for the donation box at the Hospitality Center!
4-H Seasonal Expo – 2016  
CANINE EVALUATION

Day & Date:
- Saturday, October 8, 2016

Schedule:
- 11:45 to 2:45 p.m. – Registration Begins.
- 12:00 Noon to 3:00 p.m. – Canine Evaluations

Place:
- Orchard Mall J.C. Penny Court

Canine Evaluation Forms can be obtained from MSU Extension Office (1737 Hillandale Road; Benton Harbor, MI 49022. Phone: 269-944-4126) or download them from www.bf4hclub.com.

Questions: Please call Canine Evaluation Chairperson, Linda Shannon-Chaillet at 269-934-0462.

4-H SEASONAL EXPO CANINE EVALUATION FOUNDATION:

1. To assist, aid and support the 4-H’ers advancement in canine responsible ownership and training.

2. To give the 4-H’er an opportunity to earn an American Kennel Club Canine Good Citizen title and/or to retest and reaffirm a dog’s temperament.

3. To assist the 4-H’er in completing his or her yearly Dog Projects.

4. To Have Fun with his/her dog in a social environment!

CANINE EVALUATION GENERAL RULES:

1. Parent and 4-H’ers – Please remember that you are an AMBASSADOR FOR 4-H AND AN AMBASSADOR FOR THE BREED OF DOG YOU BRING WITH YOU TO THE CANINE EVALUATION.

2. If 4-H’er is under 18 years of age, he/she MUST be accompanied by a parent or guardian.

3. Evaluations will be done on a first come, first serve basis.

4. Canine shall enter and leave the mall by Entrance #2.

5. Canine shall remain in the Canine Evaluation Area ONLY and will not travel beyond the Zales Store into the mall.

6. If a female canine is in season, she shall wear “Bloomers” (panties) with an absorbent pad attached inside.

7. If your canine potties, clean it up.

8. Canine shall be on a leash and said leash will be attached to a human hand at all times, unless crated.

9. Try and keep your canine six to eight feet from your neighboring canines while on the canine evaluation site.

1. Always ask permission before petting and/or feeding someone’s dog.

CANINE EVALUATION LIABILITY AGREEMENT:

It shall be understood that by entering the Orchards Mall for the 4-H Seasonal Expo Canine Evaluation with yourself, your child and your canine, the following liability agreements shall apply...

1. The 4-H’er and parent/guardian understand that should his/her canine display behavior that is unsuitable for the safety of another canine and/or human being, said behavior will constitute an immediate dismissal from the Orchard Mall premises.

2. The 4-H’er and parent/guardian understand that should the 4-H’er display behavior that is unsuitable for the safety of a canine and/or another human being, said behavior will constitute an immediate dismissal from the Orchard Mall premises.

3. 4-H Seasonal Expo Chairperson(s), Canine Chairperson and/or 4-H Evaluators shall determine what constitutes unsuitable human or canine behavior.

4-H’ER’S AND CANINE’S DRESS AND GROOMING RULES:

1. 4-H’er shall be clean, neat and well groomed.

2. Hair should be neat and trimmed with long hair tied back and styled nicely.

3. 4-H’er shall wear nice pants and shirt, with low heeled and clean athletic or medical shoes.

4. UNACCEPTABLE CLOTHING are denim material (blue jeans of any sort), torn clothing, t-shirts, halter top, bare skin showing anywhere, miniskirt, minishorts, sandals, clogs, flip flops, open toed shoes (unless it is medical shoes), and pants below the waist.

5. CANINE SHALL BE BATHED AND GROOMED according to breed (or closest to the breed he/she
looks like) standards, feet and nails trimmed and teeth brushed.
6. 4-H'er will be penalized for unacceptable clothing and unacceptable canine grooming.

4-H'ER'S CANINE EVALUATION CHECK LIST:

4-H'er will have with him/her the following items...

1. **Rabies Tag or Certificate** for proof of ownership responsibility.
2. Canine's AKC Registration number or I.L.P number (if you have one).
3. Obedience leash and collar.
4. Junior handling leash and collar.
5. Dog treats for Junior Showmanship only.
6. Water bowl and Jug of water.
7. Poop bags
8. Hand towel if your dog drools.
9. Dog Brush and/or comb.

**CANINE EVALUATION INSTRUCTIONS:**

1. Register at the Registration Table and fill out the American Kennel Club CGC form and 4-H Seasonal Expo forms.
2. Complete all six (6) canine evaluations (doesn't have to be in any particular order) in AKC's CGC Test, Agility and Canine Presentation, Anatomy and Junior Showmanship.
3. Return your Evaluation Papers to the Award Table and collect your earned ribbons.
2016 4-H Seasonal Expo
Early Evaluation Request Form
FORMS ARE DUE September 23, 2016

Return completed form to: Berrien County MSU Extension Office
1737 Hillandale Road
Benton Harbor, MI 49022-9630
Phone: (269) 927-5674
Fax: (269) 944-4128 (Attention 4-H Leaders Council)

Name: ____________________________________________________________

Mailing Address: ______________________________________________________

Phone Number: ______________________ Date of Birth: ______________________

Club Name: _________________________________________________________

Project Area: ______________________________________ Quantity: ______

__________________________________________

__________________________________________

__________________________________________

__________________________________________

Reason for requesting an Early Evaluation: ________________________________

__________________________________________

__________________________________________

4-H Member's Signature: ____________________________ Date: _________________

Parent/Guardian Signature: ____________________________ Date: ________________

FORMS ARE DUE September 23, 2016