



Iowa County 4-H Older Youth Travel Experiences, Awards & Scholarships 2024-2025

APPLICATION PACKET

FALL APPLICATIONS:

ALL MATERIALS DUE:
Friday, November 1, 2024

INTERVIEWS:
Wednesday, November 6, 2024

SPRING APPLICATIONS:

ALL MATERIALS DUE:
Friday, February 28, 2025

INTERVIEWS:
Wednesday, March 5, 2025

The Iowa County 4-H program uses an application and interview process to support youth in building life skills as they pursue extraordinary 4-H opportunities and recognitions, including:

- **4-H Travel Scholarships** – See information and chart on following page
- **4-H Key Award** – Top award a WI 4-H Youth can receive (11th-13th Gr)
- **4-H College Scholarships** – Funds for post-high school education (12th-13th Gr)

There are two parts of this process:

Part 1 - Application: Youth must submit a written application. Depending on the opportunity a youth is applying for, the youth must complete a cover letter, resume, and essay, and must collect a recommendation letter. Applicants should write about their 4-H experiences in a way that highlights the skills they have developed. Youth will...

- Use **time management skills** to prepare the materials and ensure they are submitted on time
- Build valuable **record keeping** and **communication skills**

Part 2 - Interview: Youth applicants will participate in an interview with a small panel of 4-H adult volunteers and community members. Youth will...

- Practice **communication** and **social skills** as they talk about their 4-H experiences in a way that is understandable to people both within and outside of the organization
- Use **critical thinking** skills to formulate appropriate answers to interview questions

This packet contains:

Page 2-3: List and Description of 4-H Travel Experiences, Awards, & Scholarships
 Page 4: Tips for Composing Your Application
 Page 5: Application Requirements Chart
 Page 6-7: Cover Letter Outline & Sample

Page 8-9: Resume Outline & Sample
 Page 10: Essay Question
 Page 11-12: Adult Recommendation Form
 Page 13: Application Reflection (*required*)
 Page 14: Interview Schedule Sheet (*required*)

TRAVEL FEES & SCHOLARSHIPS – The chart below shows the approximate costs for each statewide experience (note: costs are subject to change). The Iowa County 4-H Leaders pays 1/3 of the cost of trips, except for Fall Forum, for which they pay ½ of the cost. If a youth chooses to go on two trips, the 4-H Leaders will pay 1/3 of the cost of one trip. If a youth is participating in a trip or State Team for the second time, the 4-H Leaders will not provide any support. Some 4-H clubs in Iowa County also provide financial support to members who go on 4-H trips. *Needs-based scholarships are also available for youth who participate in Statewide 4-H Educational Experiences. Scholarships require an application that is submitted to the state office. For more information and to apply, please visit the [Statewide Scholarship Website](#).*

	Trips and Awards	Age eligibility	Total Cost	Your cost (approximate)
Fall Application	Advanced Space Academy Fly to Huntsville, Alabama. College and career experiences, astronaut exercises, engineering challenges. Held in 2025	10 th to 12 th grade	About \$2000	About \$1,340
Fall Application	Space Camp April 18-22, 2024 a camp experience where you learn and experience a ton of different aspects of life exploring places beyond Earth!	6 to 8 th grade, max age 15	About \$900	About \$600
Spring Application	Fall Forum October-November TBD Our hope is that 4-H youth and adult leaders will come together to connect, collaborate, celebrate, and continue building excitement and energy for a new year of 4-H learning.	7 th to 13 th grade	About \$185	About \$93
Spring Application	Summer Academy , Madison, WI, June 24-27. Participate in a variety of seminars, motivational speakers, dances, recreation, and more. Stay on campus at UW-Madison.	7 th to 10 th grade at time of selection	About \$450	About \$225
Fall Application	Citizenship Washington Focus: 9 days across the country and in Washington, D.C., meet 4-Hers nationwide, learn about citizenship, government, history. Lots to see and do. Two weeks offered	10 th - 12 th grade at time of selection. Min. age 15	About \$1,750	About \$1,170
Fall Application	National 4-H Conference: Arlington, Virginia April 19-24. Wisconsin 4-H annually selects only 8-10 youth to attend this conference. One day is spent on Capitol Hill updating legislators on current developments in 4-H and touring. Applications are tentatively due to the State 4-H Office on January 2, 2024.	10 th - 12 th grade at time of selection. Min. age 15 Max age 18	About \$1,500	About \$1,000
Spring Application	National 4-H Congress, Atlanta GA November 24-28, 2023 Travel by plane to Georgia where you will spend Thanksgiving weekend celebrating accomplishments you and others have made in 4-H. Expect a lot of motivation and inspiration at this one.	Grades 10-12 at time of selection. Max. age 18	About \$1,400	About \$940
Fall Application	American Spirit East: Youth will learn about America's heritage and build awareness of the many steps taken to gain US Independence and freedom by visiting historical sites in Philadelphia, New York, Boston and more. June/July dates	Grades 8 – 10 at the time of registration	About \$1,900	About \$1,275

For more information about each of these great experiences and more scholarship opportunities, please visit the following website: [Statewide Events and Opportunities – Wisconsin 4-H](#)

4-H AWARDS

Fall Application

4-H Key Award

This award is the highest award a 4-H member can receive in Wisconsin 4-H. It recognizes members in **10th-13th grade** who have shown consistent growth in their 4-H program, developed leadership abilities, and been helpful to other members in their club and community. Youth must have completed at least three years of 4-H club membership.

Award application materials REQUIRED: Cover Letter, Resume (1-2 pages), Long Essay (150-300 words), Recommendation Form/Letter, Application Reflection, Interview Preference Form, and address the Iowa County Board of Supervisors.

4-H SCHOLARSHIPS

Fall Application

Scholarship application materials REQUIRED: Cover Letter, Resume (1-2 pages), Long Essay (150-300 words), Recommendation Form/Letter, Application Reflection, and Interview Preference Form.

4-H Adult Leaders Scholarships

Applicants must be enrolled in Iowa County 4-H at the time of application, have been enrolled in Iowa County 4-H for at least three (3) years, graduating from 4-H, and be enrolled or planning to enroll at a university, college, or technical school during the upcoming academic school year. Applicants may only be awarded this scholarship once. Annually, there scholarships available and awarded at the discretion of the interview committee.

TIPS FOR COMPOSING YOUR APPLICATION PACKET

Reference the “Applications Requirements Chart” on the next page for what is required for each opportunity. One application may be submitted for multiple awards or scholarships, but it is CRITICAL that the applicant identifies in the COVER LETTER what exact travel scholarship(s), college scholarship(s) or award they wish to be considered for.

When it comes to the cover letter and resume, please note...

- **Use a computer.** You can save your work and make revisions from year to year. If you do not have a computer at home, work with your school, a friend, or a local public library. The cover letter, resume, and essay questions **must** be typed with a computer.
- **Plan ahead.** Go through each part of the resume and cover letter before typing. Collect your thoughts and use the guide materials in this packet. As much as possible, think of your 4-H experience as a job. What do you do? What skills have you developed as a result of participation in 4-H? How have you personally changed as a result of your 4-H experience?
- **Consider layout, design, and abbreviations.** Your cover letter and resume should be easy to read and understand. Arrange your resume as illustrated in the sample copy provided.
 - Choose a common and professional font, such as Arial or Calibri. Your font size should be 11-12 point. Use the same font throughout your application documents.
 - Use between .5” and 1” margins at the top, bottom, and both sides of your page.
 - Avoid using too many abbreviations, as not everyone may be familiar with them.
- The cover letter for this application should be no longer than one page and **must** specify what award or scholarships(s) you are applying for.
 - ***Travel Scholarship Applicants:*** Short and concise letters are encouraged! Don’t make this overly hard on yourselves; the first and last paragraph can be as short as just 1-2 sentences.
 - ***Award & College Scholarship Applicants:*** Write this letter as you would for a job application, specifying why you are qualified and deserving of this recognition.
- **Order is important.** Resumes are typically put together by organizing information in the order that it happened. Arrange information in reverse chronological order (most recent first) within the sections designated in the examples in this packet.
- **Individualize it.** This is YOUR resume and cover letter. Outlines and samples are provided to assist you, but you **must** add your own personality and experience to it.
- **Proofread!** Your documents should be free of spelling and grammatical errors. Use spell check and follow up by having at least two other people proofread your cover letter, resume, and essay response. Don’t lose points in the process by neglecting to proofread!
- **Ask for help if you need it!** If you have never gone through this process, you will probably have questions. Don’t hesitate to ask! Dan’s office number is (608) 930-9850, and his email is dan.brandt@wisc.edu. Ask questions or get clarification if you don’t understand something!

Please neatly compile and submit to the Iowa County UW-Extension Office by:

- Fall Applications: Friday, November 1, 2024
- Spring Applications: Friday, February 28, 2025

Your application packet can be dropped off in person, emailed, or mailed to the UW-Extension Office.

Applications Requirement Chart

Which of the following application components are required for each opportunity?

	Cover Letter	Resume	Essay	2 Recommendation Forms	Reflection	Interview Preference	Application Timeline
Advanced Space Camp Scholarship	Yes	1-2 page	Long Essay	Yes	Yes	Yes	Fall
Space Camp Scholarship	Yes	1 page	Short Essay	No	Yes	Yes	Fall
Fall Forum Scholarship	Yes	1 page	Short Essay	No	Yes	Yes	Spring
Summer Academy Scholarship	Yes	1 page	Short Essay	No	Yes	Yes	Spring
American Spirit Scholarship	Yes	1-2 page	Long Essay	Yes	Yes	Yes	Fall
Citizens Washington Focus Scholarship	Yes	1-2 page	Long Essay	Yes	Yes	Yes	Fall
National 4-H Conference Scholarship	Yes	1-2 page	Long Essay	Yes	Yes	Yes	Fall
National 4-H Congress Scholarship	Yes	1-2 page	Long Essay	Yes	Yes	Yes	Spring
4-H Key Award	Yes, with more explanation	1-2 page	Long Essay	Yes	Yes	Yes	Spring
4-H Adult Leaders Scholarship	Yes, with more explanation	1-2 page	Long Essay	Yes	Yes	Yes	Spring

Please see page 14 for instructions on including your preferred interview time with your application materials.

COVER LETTER OUTLINE

Date (that you are mailing it in)

(Note: Use a font size no smaller than 11 pt. and no larger than 12 pt.)

Iowa County 4-H Program
UW-Extension Iowa County
303 W. Chapel St. Suite 1200
Dodgeville, WI 53533

Dear Selection Committee:

FIRST PARAGRAPH:

What are you sending and why are you sending it? Include a listing of the travel experiences, awards, and/or scholarships for which you want to be considered (ie: Space Camp, Key Award, Adult Leaders Scholarship).

MIDDLE PARAGRAPH(S):

This is the “why me?” paragraph(s). Explain in no more than two paragraphs why you are well qualified to represent Iowa County 4-H. Also share why you are interested in receiving this experience/award/scholarship. Give examples to help explain your statements.

FINAL PARAGRAPH:

Close the letter. Thank the committee for considering your application.

Sincerely,

Type your name here, as you will sign it above!
(Don't forget to sign your letter!)

IMPORTANT: Please compose the cover letter in your own words, not in the exact words from the sample on the next page!

SAMPLE COVER LETTER

October 10, 2023

Iowa County 4-H Program
UW-Extension Iowa County
303 W. Chapel St. Suite 1200
Dodgeville, WI 53533

Dear Selection Committee:

It is my pleasure to submit my resume and essay response to be considered as a delegate for 4-H Summer Academy.

This is my seventh year as a 4-H member. I have been very active with my projects and as a member in my club, Lucky Clovers. My enclosed resume highlights my 4-H involvement. Participation in county programs including 4-H Officer Training and 4-H Project Day has made me interested in attending 4-H Summer Academy.

Last year I became involved as a county Cloverbud project youth leader. I had to learn to work as part of a planning team to get ready for a program. One of my jobs was preparing packets of craft project materials before a meeting and then teaching the craft to Cloverbuds. This was a chance for me to use my organizational and leadership skills. Other 4-H members who attended Wisconsin 4-H and Youth Conference told me about the opportunity to take youth leadership seminars. If I got to attend I would do a good job representing Green County and would use the leadership skills and project ideas from these seminars in my club and in the county Cloverbud project.

Thank you for considering my application. I look forward to speaking with you during the interview.

Sincerely,

Chris Clover (signature hand-written)

Chris Clover

RESUME OUTLINE

NAME
ADDRESS LINE 1
ADDRESS LINE 2
PHONE NUMBER
E-MAIL (if applicable)

EDUCATION School name, grade in school

4-H SUMMARY 4-H club name, years in 4-H (please count years as a Cloverbud)
List major projects in which you are or have been enrolled. Include the number of years you have been or were a member of that project. Indicate in which projects you are currently enrolled. (Prioritize projects if limited in space; quality over quantity)

4-H ACTIVITY INVOLVEMENT Summarize the 4-H activities in which you have participated and the number of years you participated. Include leadership and community service involvement, on the club and county level. (Prioritize activities if limited in space; quality over quantity)

SKILL DEVELOPMENT Translate what you have learned as a result of participation in 4-H projects and activities into skills you have developed.

PERSONAL DEVELOPMENT Translate what you have personally gained as a result of participation in 4-H projects and activities into personal attributes.

OTHER ACTIVITIES In this section, include school activities, work experience, or other community/extracurricular activities and the number of years you participated.

IMPORTANT: Please compose the resume in your own words, not in the exact words from the sample on the next page!

SAMPLE RESUME

CHRIS CLOVER

4hrocks@email.com

Forestville, WI 12345

(608) 444-4444

425 Green Lane

EDUCATION	Forestville High School, 10 th grade
4-H SUMMARY	Lucky Clovers 4-H Club, 6 years Arts & Crafts, Archery, Photography, Sheep, 5 years (current projects) Foods & Nutrition, 3 years Poultry, 2 years
4-H ACTIVITY INVOLVEMENT	<u>Club:</u> Offices held: Reporter, Treasurer, Vice President Fundraising Committee, 2020-2023 Senior Center Community Service Project, 2019-2023 Parade Float Committee, 2018-2022 Window Display Committee, 2018-2020 <u>County:</u> Animal Science Committee, 2021-2023 County Fair Assistant, 2021-2023 4-H Cloverbud Camp Helper, 2021-2022 <u>State:</u> 4-H Fall Forum Delegate, 2023 4-H Art Beat, 2017
SKILL DEVELOPMENT	*Gained knowledge of effective photograph composition *Developed proficient knowledge of sheep nutrition, fitting, and showing *Identified optimum feeding rations for market animals, staying within farm budget and utilizing crops produced *Advanced showmanship skills through workshops and competition experiences *Collected 57 pairs of mittens for community service project *Documented growth and learning in project areas annually through record book *Strengthened organizational skills through arrangement of state art exhibit featuring over 100 pieces of artwork
PERSONAL DEVELOPMENT	*Strengthened communication skills, including spoken and written *Grew as a team player and role model *Exhibited sportsmanship in and out of competitive situations *Organized special events and meetings while paying close attention to detail *Used parliamentary procedure to manage club meetings with over 30 members *Taught groups of up to 10 younger members in sheep, arts & crafts, and archery *Worked with peers, younger members, and adults on multiple committees
ACTIVITIES (outside of 4-H)	*Dish Washer at Tasty Restaurant, 2021-2022 *Community Choir, 2020-2023 *Forestville High School Soccer Team, 2021-2023

ESSAY QUESTION

Include in your application packet an essay response to the appropriate question:

Short Essay: *(100-150 word response)*

What has been one of your most positive 4-H experiences?
What about this experience made it so positive?

Long Essay: *(150-300 word response)*

4-H youth learn important life skills through involvement in their 4-H clubs, projects, and groups, such as problem solving, responsibility, empathy, and leadership. What life skills has 4-H enabled you to learn and practice? How will these skills help you in the future, whether in school or work?

Tips for completing your essay response:

- Choose a common and professional font, such as Arial or Calibri. Your font size should be no less than 11 point and no larger than 12 point. Use the same font throughout your document.
- Include your name, grade, and 4-H club at the top of the page for your essay response.
- The essay response should be single-spaced.
- Use 1" margins at the top, bottom, and both sides of your page.
- Be thoughtful and honest in your response.
- Proofread your essay response and have someone else proofread it as well for accuracy in grammar and spelling.
- You will be evaluated on your depth of thought and how clearly you communicate.



RECOMMENDATION FROM AN ADULT
(NOT A PARENT OR RELATIVE)

Name of 4-H Member: _____

As part of the selection process for Iowa County 4-H Trips and Awards, the selection committee is seeking recommendation and information for candidates. Please provide us your input regarding the following areas:

	<u>Unknown</u>	<u>Poor</u>	<u>Fair</u>	<u>Good</u>	<u>Excellent</u>
Leadership Qualities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maturity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Participation in 4-H Program	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Responsibility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Positive Attitude	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please provide additional comments in the space below:

Print Your Name: _____ Title: _____

Signature: _____ Date: _____

Recommendations should be mailed to Dan Brandt, UW-Extension Iowa County, 303 W Chapel St., Suite 1200, Dodgeville, WI 53533.
Please use this side of the page only.





RECOMMENDATION FROM AN ADULT
(NOT A PARENT OR RELATIVE)

Name of 4-H Member: _____

As part of the selection process for Iowa County 4-H Trips and Awards, the selection committee is seeking recommendation and information for candidates. Please provide us your input regarding the following areas:

	<u>Unknown</u>	<u>Poor</u>	<u>Fair</u>	<u>Good</u>	<u>Excellent</u>
Leadership Qualities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maturity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Participation in 4-H Program	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Responsibility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Positive Attitude	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please provide additional comments in the space below:

Print Your Name: _____ Title: _____

Signature: _____ Date: _____

Recommendations should be mailed to Dan Brandt, UW-Extension Iowa County, 303 W Chapel St., Suite 1200, Dodgeville, WI 53533.
Please use this side of the page only.



APPLICATION REFLECTION

WHAT DO YOU THINK?

Please complete the following reflection and submit with your application materials.

1. As a result of constructing my cover letter, resume, and essay, I: (check all that apply)
- learned more about myself (*If checked, list at least one thing that you have learned*):

 - better understand why I'm in 4-H
 - better understand what skills I have gained from 4-H
 - better understand how to develop a resume
 - will set higher project goals this year (*If checked, list at least one goal you are setting this year*)

 - will take on a new 4-H challenge this year (*If checked, list at least one new challenge you plan to take on this year*)

 - Other(s): (*Please list*)

2. What is the most helpful or valuable part of this application process?

3. What ideas do you have for improving this application process?

Please return this form with your application materials.

Thank You!

INTERVIEW SCHEDULE PREFERENCE SHEET

Please identify your top four preferences for interview times (i.e. 1st, 2nd, 3rd, 4th). Face-to-face interviews are required.

Also, please indicate if there is any time you could definitely NOT interview. Thank you.

Fall Interviews: Wednesday, November 6, 2024

___ 5:30 p.m.

___ 5:45 p.m.

___ 6:00 p.m.

___ 6:15 p.m.

___ 6:30 p.m.

Spring Interviews: March 5, 2025

___ 5:30 p.m.

___ 5:45 p.m.

___ 6:00 p.m.

___ 6:15 p.m.

___ 6:30 p.m.

Please return this form with your application materials.

Name _____