



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)	
TOTAL INCOME	

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	
Event Registration	
Student Travel	
Insurance	
Other	
TOTAL EXPENSES	

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)