



Sheboygan County

4-H Alumni

Association

Guidelines



- I. Membership
 - A. 4-H Graduates are given a one year free membership.
 - 1. Information (letter and copy of a membership certificate) are given to the General Leaders at the April (Spring Mandatory) General Leaders Meeting.
 - 2. Official Certificates will be generated to be given to the graduates by June.
 - B. Membership dues are \$10 annually or \$175 lifetime.
 - C. Members remain on the Alumni Roster for 1 year after dues are not paid.
 - D. The membership year runs from November 1st through October 30th.
- II. Treasurer
 - A. The President and Treasurer signatures are required on the bank signature card. This card needs to be updated once a year as officers are elected.
 - B. On all expenses paid by check one signature is sufficient.
 - C. Available lifetime Membership funds are prorated over 18 years. Example: \$175 divided by 18 = \$9.50. Approximately \$10 per year is available for the general treasury each year if needed.
 - D. The treasurer is responsible for paying the Organization License in February.
 - E. The treasurer will send Thank You Receipts for donations received.
 - F. Treasurer Books will be audited annually.
- III. Scholarships
 - A. A minimum of two \$500 scholarships will be awarded per year.
 - 1. One scholarship will be dedicated to donations received "in honor of".
 - 2. One scholarship will be dedicated to donations received "in memory of".
 - 3. Additional Scholarships will be approved by the board as funds are available. (Two scholarship awarded began in 2003 and 3 scholarship awarded began in 2007.)
 - 4. The Scholarships for "In Honor Of" and "In Memory Of", will be based on donations received in a calendar year of January 1 through December 31st.
 - B. General Scholarship Criteria
 - 1. Applicants must be a 4-H Alumni of the Sheboygan County 4-H Program and a current a member of the Sheboygan County 4-H Alumni Association.
 - 2. Must be a 4-H member for a minimum of 5 years.



3. All post high school students planning on or already attending a college or technical school for the upcoming school year and accepted into an undergraduate program.
 4. Must be on track to be a 4-H graduate or must be a 4-H graduate.
 5. 4-H members are eligible to receive only one scholarship from the Sheboygan County 4-H Alumni Association.
 6. The letters of recommendation cannot be provided by a parent, guardian or 4-H Agent.
 7. Have a current unofficial transcript.
- C. Specific donations that are received and marked to be awarded with donor directed criteria may vary in amount.
 - D. If a 4-H member receives a donor sponsored scholarship valued at \$250 or less, the member remains eligible to apply for future years for our general scholarships provided they meet the other general criteria.
 - E. Disbursement of Scholarship Funds
 1. Recipients must provide proof of enrollment for the college, their college ID number and address where to submit the funds.
- IV. Sheboygan County 4-H Alumni Award
- A. Annual award for an alumni member who is/has provided extensive service to Sheboygan County 4-H Programs.
 - B. Nominations will be solicited in the October newsletter.
 - C. Recipients will be honored at the 4-H Awards & Recognition night in Nov.
 - D. Alumni Board has the authorization to Award Alumni Award to a deserving recipient even if not Alumni Member.
- V. Alumni Display at the Sheboygan County Fair
- A. The Display should include a method to encourage membership.
- VI. Sheboygan County 4-H Awards & Recognition Night at Acuity
- A. A board member presents the Alumni Award.
 - B. Have a table promoting the alumni at the Awards - man by board members.

Amended: November 14, 2018

Reviewed: February 12, 2020

Revised: November 9, 2021

Revised: November 2, 2022

Reviewed: November 8, 2023