

California 4-H Delivery Modes & Enrollment

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I. INTRODUCTION

California 4-H Youth Development (4-H YDP) engages youth in developmentally appropriate educational programs and activities that are organized through a variety of delivery modes. The deliveries are categorized and reported according to the degree of UC and 4-H YDP involvement and intended outcomes of the experience.

II. 4-H YDP DELIVERY MODES AND STATEWIDE 4-H PROGRAM FEE STRUCTURE

Statewide 4-H YDP program fees are established annually and are based on the delivery mode and level of participation. The following program categories are used to define the level of 4-H YDP involvement, enrollment categories, and annual statewide 4-H YDP fees.

A. Organized 4-H Clubs

1. This delivery mode consists of an organized group of youth members, supervised by a team of appointed 4-H adult volunteers, with a planned program that is carried out through all or most of the year. 4-H YDP clubs have elected officers and an approved constitution and bylaws to govern the club.
 - a. Community 4-H YDP clubs typically meet in the evenings or on weekends and offer self-chosen multiple learning experiences and activities.
 - b. Military 4-H YDP clubs are organized by the Armed Forces, often on military installations, and principally for military dependents.
2. Individual members and adult volunteers pay the full annual 4-H program fee which includes accident and sickness insurance coverage, and complete all the required individual 4-H YDP enrollment paperwork.

B. 4-H YDP Special Interest/Short-term Programs

1. In this delivery mode groups of members meet for a special learning experience that involves direct teaching by 4-H YDP staff or trained adult volunteers or teen leaders. The program is not part of the school

curriculum. The direct audience contact for this delivery mode is at least six (6) hours but no more than six (6) weeks.

2. Individual members and adult volunteers pay one-half of the annual 4-H YD program fees which include accident and sickness insurance coverage, and complete all the required individual 4-H YDP enrollment paperwork.

C. 4-H YDP Overnight Camping Programs

1. In this delivery mode members participate in a 4-H YDP planned educational experience of group living in the out-of-doors. Overnight camping includes being away from home at least one night; resident, primitive, or travel camping. (Youth enrolled in this delivery mode are not part of a 4-H YDP club).
2. Individual members and adult volunteers pay the full annual 4-H YD program fee which includes accident and sickness insurance, and complete all the required individual 4-H YDP enrollment paperwork.

D. Youth Participating in 4-H YDP School Enrichment Programs

1. This delivery mode includes groups or classrooms of youth receiving a sequence of learning experiences in cooperation with school officials during school hours to support the school curriculum. Direct teaching is done by 4-H YDP staff, trained volunteers, teen youth, classroom teachers or other school personnel.
2. No 4-H program fees are required since the youth are under the direct supervision of the school personnel and do not participate in any out-of-school 4-H activities or events. The [4-H Youth Group Session Enrollment Form](#) is used.

E. 4-H YDP Individual Study/Mentoring/Family Learning Programs

1. In this delivery mode *planned* learning is less than six (6) weeks in duration and occurs independently of a formal group setting and usually is self directed, with limited adult involvement except for parents/guardians or mentors. Examples include self-study, home study courses, advanced placement courses, mentoring or shadowing with an “expert,” or whole families learning together independently of others outside of the family.
2. No 4-H YDP program fees are required so long as the participation is six (6) weeks or less and does not include participation outside of the home. The [4-H Youth Group Session Enrollment Form](#) is used.

F. 4-H YDP School-age Childcare or Afterschool Education Programs

1. In this delivery mode educational programs are offered outside of school hours to youth enrolled and under the supervision of another agency or school, and incorporating 4-H YDP curricula or other activities in their programming.
2. No 4-H program fees are required since the youth are under the direct supervision of the school-age childcare or afterschool agency or school personnel and do not participate in any out- of-school 4-H YDP activities. The [4-H Youth Group Session Enrollment Form](#) is used.
 - a. 4-H clubs in school-age childcare or afterschool settings, or afterschool programs directly supervised by 4-H YDP, should be reported under *Organized 4-H Clubs* in the 4-H information and data system and pay the full program fee.

G. 4-H YDP Instructional TV/Video/Webcast Programs

1. In this delivery mode youth are offered learning experiences through 4-H YDP via broadcast, closed circuit television, Internet, or other screen technologies.
2. No 4-H program fees are required as long as the youth are not under the direct supervision of the 4-H YDP and the participation is in the youth's home or under the supervision of another agency. The [4-H Youth Group Session Enrollment Form](#) is used.

III. FEES

A. Statewide 4-H YDP Program Fees

1. Annually the statewide 4-H YDP director reviews and sets the statewide 4-H program fees for youth and adult volunteer participation. These fees cover program and curriculum costs as well as accident/illness insurance and liability pool insurance for volunteers.
2. All members and adult volunteers must be covered by the California 4-H accident/illness insurance despite other coverage individuals may have.
3. All 4-H participants who receive 4-H accident/illness insurance must pay all other 4-H program fees. See [4-H YDP Delivery Mode and Statewide 4-H Program Fee Structure](#) at the beginning of this chapter for more information.
4. State 4-H program fees are due to the Statewide 4-H YDP office on December 1st and June 30th of each year.

B. County Fees

UC has developed strategies and [Cost Recovery Guidelines](#) to recover costs associated with programs and services for the public good as well as those for customized programming for targeted audiences. County directors and 4-H YDP staff should refer to these guidelines when establishing county fees. All county or club fees must be approved by the county director.

C. Other Program Fees

For certain events, activities, or projects, the member may be responsible for additional costs to cover supplies, services, or materials. These additional costs must not exceed the amount (or estimate thereof) needed to cover specific program costs. Some examples are the costs of project work and participation at camps, field trips, fairs, and competitive events. 4-H adult volunteers will receive and account for all funds collected for these events and submit to the 4-H unit treasurer for deposit and reimbursement.

D. Adult Volunteer or Member Payment for Services

4-H adult volunteers or members cannot charge for the services or lessons they provide as a 4-H adult volunteer or junior/teen leader. Project activities must be performed free of charge. No payment to an adult volunteer or a 4-H member maybe accepted or solicited.

IV. 4-H YDP MULTIPLE DELIVERY MODE PARTICIPATION

A youth may participate in one or more 4-H YDP projects or programs in any delivery mode. To participate in 4-H club program activities, however, youth must complete the required enrollment forms, pay accident/illness insurance and state 4-H program fees, and have the individual enrollment recorded by the county office. .