UNIVERSITY OF
MARYLAND
EXTENSION

4-H
Project
Record

MARYLAND 4-H GENERAL PROJECT RECORD

Name		4-H Age	
Primary Club Name			
Years in 4-H		Years in this Project	

I have completed this record and believe all information to be complete and accurate.

_____   _____   _____   _____
Member's Signature   Date   Parent's Signature   Date

_____   _____
Club Leader Signature (If required by county/city)

What goals did you set for your project this year and how did you achieve them?

Project being completed in this record:	

What were two things you learned from completing this project this year?

1.

2.

What is one thing you would like to improve or do differently with your project next year?
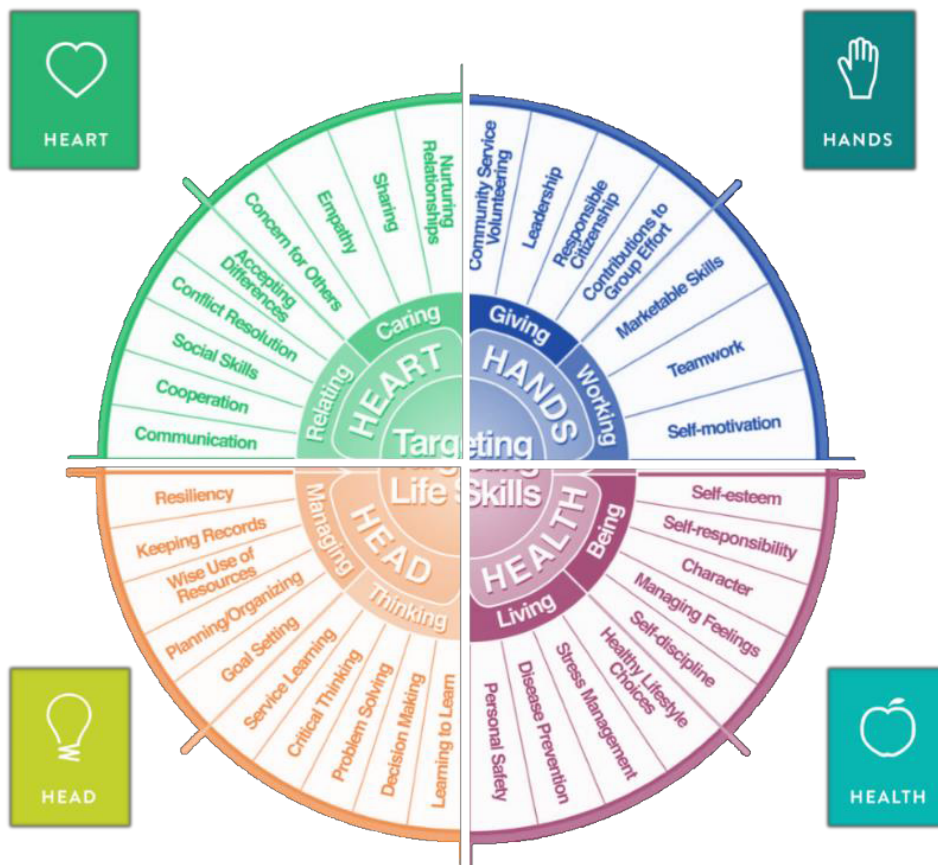
Life Skills

Describe the Life Skills you used and what you learned in relation to your project.

Example Table

I used one or more of these Life Skills from the Targeting Life Skills Wheel	What I learned as a result of using this skill.
HEAD *Example: Decision Making*	*I learned that I needed to be sure to budget my money when purchasing craft supplies so I would have enough to cover all of my expenses.*
HEART *Example: Sharing*	*I learned how to give younger 4-H members pointers on how to make a wreath through a visual presentation.*
HAND *Example: Community Service Volunteering*	*Through my woodworking project, I have learned many new skills. I found it to be beneficial to my community to utilize those woodworking skills when volunteering to build a wheel chair ramp.*
HEALTH *Example: Managing Feelings*	*I learned to control my feelings when I became frustrated that the new cake I baked didn't rise. Since I didn't have success with the new cake recipe, I am going to research other options that I could try.*

I used one or more of these Life Skills from the Targeting Life Skills Wheel	What I learned as a result of using this skill.
HEAD	
HEART	
HAND	
HEALTH	

The diagram below shows many of the Life Skills learned in 4-H:

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Project Activities/Learning Experiences and Project Resources
Include: Field Trips, Meetings, Workshops, any Learning Experiences, etc.
All project activities/learning experiences listed should be about this project area only.

Date	Name of Activity/Event/Learning Experience/Resource	What I Learned

Project Communications
Include: Speeches, Demonstrations, Visual Presentations, Etc.
All project communications listed should be about this project area only.

Date	Type of Communication	Title	Location (School, Club, County, Regional, State, National etc.)

Project Exhibits
Include: Fairs, Shows, Community Events, Contests, etc.
All project exhibits listed should be for this project area only.

Date	Exhibit/Class	Event/Activity	Placing (if applicable)

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Table 1: Project Expenses Include all costs associated with project. Examples: Ingredients, Paint, Wood, Fabric, Fees, Lessons, Services, Resources, etc.		
Date	**Description of Item Purchased**	**Cost**
	Total Expenses	

Table 2: All Income Includes: Premiums, Selling Project Work Items, etc.		
Date	**Description of Income**	**Income Amount**
	Total Income	

Financial Summary: Please make sure to use the totals from Tables 1 and 2.

Determine how much money you made or lost on your project. Profit or loss is no indication of project success. Profit means your project brought in more income than you brought in and profit loss means your project brought in less than you spent. This does not necessarily indicate the quality of a project. You can determine your profit (or loss) by:

A. Income

  1. Income Total (Table 2) $ _____

Total Income (A) $_____

B. Expenses
  1. All Expenses (Table 1) $ _____

Total Expenses (B) $_____

Subtract B from A to get profit or loss   **Total $ _____(profit or loss)**