



ST. MARY'S COUNTY 4-H SCHOLARSHIP PROGRAM

Purpose of Program: The St. Mary's County 4-H office supports St. Mary's County 4-H members by providing scholarships for 4-Hers seeking to enrich their 4-H learning experience through attendance of official 4-H events and activities. The 4-H Office also provides funding for adult University of Maryland (UME) volunteers who are involved in training and educational activities in support of the St. Mary's County 4-H Program. Scholarships are contingent upon availability of funds and may vary from year to year.

Priority Use of Funds: Funding may be used as the 4-H Office deems appropriate for the following 4-H activities and programs in the order listed below:

1. To provide educational scholarships to active 4-H members for out-of-county activities such as trips, exchanges, competitions, training sessions, meetings, etc.
2. To provide educational scholarships to active 4-H members for county and local 4-H activities such as camps, training sessions, recreational activities, etc.
3. To provide funding in the form of grants for adult UME volunteer attendance at trainings, forums, and other official 4-H events.
4. To provide funding for other activities deemed necessary and appropriate to further 4-H educational programs.

Sources of Funds: The 4-H Office obtains funds throughout the year, primarily through fundraising activities, grants, and donations. These funds are maintained in the Extension Advisory Committee (EAC) account and managed by the 4-H staff and Area Extension Director (AED), with the authorization and direction of EAC membership.

Funds are obtained through the following means:

1. **Fundraising Activities:** proceeds of product sales and events such as auctions or sales. Fundraisers are coordinated by the 4-H Office, and all 4-H clubs and members within St. Mary's County are strongly encouraged to participate.
2. **Donations:** The 4-H Office accepts monetary donations from individuals, organization, or businesses.
3. **Grants:** With assistance from the UME staff, the 4-H Office may identify and apply for grants available to support 4-H activities. These grants may be earmarked for specific use, and they will be managed and administered according to requirements of the specific grant.

Eligibility for Funds: Funds may be disbursed from the 4-H Office scholarship account in support of individual 4-Hers' efforts or adult UME Volunteer activities. Award of benefits will be made available to individuals without regard to race, color, sex, gender identity or expression, sexual orientation, marital status, age, national origin, political affiliation, physical or mental disability, religion, protected veteran status, genetic information, personal appearance, or any other legally protected class.

4-H Members: Active St. Mary's County 4-Hers are eligible to apply for and receive Scholarships from the 4-H Office. Applicants may be members of a 4-H club, or may be "independent" 4-H members (not belonging to a designated or specific club). 4-Hers applying for scholarships from the 4-H Office must meet the following eligibility requirements:

1. The 4-Her must be currently enrolled in the 4-H Program and have submitted an enrollment in 4-H Online for the year of the award.
2. The 4-Her must be active in 4-H and must participate in activities other than simple attendance of club meetings. The 4-Her may participate in activities including, but not limited to:
 - a. Public Speaking, demonstrations, or other communications contests
 - b. Judging contests, competitions, skill-a-thons, etc.
 - c. 4-H animal shows or project shows
 - d. 4-H-related or sponsored community service projects
 - e. 4-H events such as 4-H ACTS, County Achievement Night, Teen Focus, Engineering camp, camp training, etc.
 - f. Serving as a 4-H Club officer or on a county or state-level committee
 - g. Exhibit in the County or State fair
3. The 4-Her must have submitted a 4-H record book for the previous year. If the 4-Her is in his/her first year of 4-H, he/she must complete a record book for the year of the award, or lose eligibility for future scholarship awards. Senior 4-Hers may submit portfolios completed in lieu of a record book.
4. The 4-Her should have participated in fundraising activities to support the St. Mary's County 4-H program. Because funds for scholarships are largely dependent upon the success of fundraising efforts, the 4-Her should have made the attempt to help contribute to the fund.
5. The applicant must request consideration for a scholarship from the St. Mary's County Scholarship program by completing an official application form.
6. The 4-Her must agree to share what he/she has learned from his/her experience via any method deemed appropriate by the 4-H Office, such as writing a news articles, training members, giving a demonstration, conducting a workshop, etc.

Adult UME Volunteers: The 4-H Office may provide monetary grants to adults who work with the 4-H Program as Volunteers or Leaders to help defray costs associated with training or participation in 4-H events outside of St. Mary's County. Grants may be awarded to pay for such expenses as registration fees for training or volunteer forums, travel expenses, etc., when the adult Volunteer is providing service to or representing the St. Mary's County 4-H program. Adult Volunteers must apply for grants and must meet the following eligibility requirements:

1. The Volunteer must be a trained and certified UME Volunteer within the St. Mary's County 4-H Program.
2. The Volunteer must be currently active within the St. Mary's County 4-H program. The Volunteer need not serve as a Club Leader, but he/she must have made regular, recent, and significant contributions to some aspect of the 4-H program within St. Mary's County.
3. The Volunteer must request a grant from the 4-H Office by completing an official application form.

Award of Funds: All scholarship and grant applications will be evaluated by the St. Mary's County UME staff. Members that receive funds and do not participate in the activity/event may be required to repay the scholarship funds awarded to the St. Mary's County 4-H program.

EDUCATIONAL SCHOLARSHIPS

Application Instructions for Youth

Scholarships will be awarded to defray official costs such as registration/entry fees, fees for official functions or events, costs for travel directly to/from the event, cost of “official meals” associated with the event (such as a luncheon or banquet dinner), etc. All “unofficial” costs of attending a 4-H event, such as incidentals, supplies and materials, meals with traveling, etc. are the responsibility of the 4-Her and his/her family.

A maximum dollar amount will be set aside for each separate event. There will be no guarantee of the amount of the scholarship. The amount of the award will be dependent upon the amount of funds available for disbursement and the number of eligible applications received for scholarships. 4-Hers may apply for reimbursement of up to 100% of the official costs of the event. However, the scholarship awarded may be reduced to cover only a portion or percentage of the requested amount.

Supported Events and Activities: The 4-H Office Scholarship Program shall provide opportunities for scholarships in support of the following 4-H events and activities, as well as other 4-H events deemed eligible by the 4-H Office. This list is not all-inclusive and is meant to be representative of the types of activities that may be supported by the 4-H Scholarship Program.

- **National Level:** National 4-H Conference, National 4-H Congress, National-level 4-H project or judging competitions, and other national-level events
- **State and Regional Level:** Maryland Congress, State “bowl” or judging contests, Volunteer Leader Forums and other events.
- **County Level:** Various programs, workshops and outreach activities

Application Process: The following process will apply to all applications for scholarships:

1. The 4-Her completes and submits an application with the event registration information to the St. Mary’s County 4-H Office.
2. Scholarship applications will be reviewed by UME staff. The decision of the UME staff is final.
3. Notification of scholarship availability will be given.
4. Payment arrangements will be made on an individual basis depending upon the event, payment options, etc. In some cases, 4-H members or family will be asked to pay up front and be reimbursed after the event.
5. Original receipts for all expenses must be kept and submitted to the 4-H Office.

Exception for Financial Hardship: If payment of the official fees for 4-H event attendance causes a financial hardship that will prevent the 4-Her from participating in an activity or event that he/she may not again have the opportunity to attend, the 4-H Office may offer special consideration. Such circumstances will be considered on a case-by-case basis. Please indicate if a financial hardship exists.

EDUCATIONAL GRANTS

Application Instructions for Adult Volunteers

Funding will be awarded to defray costs associated with the Volunteer's attendance of 4-H activities, such as registration/entry fees, fees for official functions or events, reimbursement for gas/mileage if the Volunteer drove 4-Hers to the official event, etc. Grants will NOT be awarded to reimburse costs of meals, daily expenses, vehicle maintenance, etc. (NOTE: if the official registration or attendance fee includes meals, the meal cost will be eligible for reimbursement).

A maximum dollar amount will be set aside for each separate event. There will be no guarantee of the amount of the grant. The amount of the award will be dependent upon the amount of funds available for disbursement and the number of eligible applications received for scholarships/grants. Volunteers may apply for reimbursement of up to 100% of the official costs of the event. However, the amount awarded may be reduced to cover only a portion or percentage of the requested amount.

Supported Events and Activities: Funding may be awarded to support activities where the adult Volunteer is providing service to or representing the St. Mary's County 4-H program. Examples of such activities may include attendance at national, state, or regional events as an official chaperone for St. Mary's County 4-Hers in attendance, attendance of training sessions or policy/program forums at any level, and traveling to an event to serve as a leader or coach of a team or club of 4-Hers involved in a competition or other sanctioned 4-H event. The Volunteer must be actively involved in the event for which he/she is seeking funding, not merely serving as a conveyance to deliver 4-Hers to a designated event or location.

Application Process: The following process will apply to all applications for grants for funding of 4-H Volunteer activities:

1. The Volunteer completes and submits an application with the event registration information to the St. Mary's County 4-H Office.
2. Grant applications will be reviewed by UME staff. The decision of the UME staff is final.
3. Notification of grant availability will be given.
4. Payment arrangements will be made on an individual basis depending upon the event, payment options, etc. In some cases, Volunteers will be asked to pay up front and be reimbursed after the event.
5. Original receipts for all expenses must be kept and submitted to the 4-H Office.