

4-H County Service/Leadership Award Proposal

This proposal is the to help you think through your potential project before meeting with your 4-H educator. This does not have to be perfect, but should be complete so that you have had a chance to think through each aspect of your project.

Your Name: _____ Proposal Date: _____

1. Brief Description of Project:

2. How will you evaluate the success of this project?

3. What will you consider a successful outcome?

4. What will you need to accomplish this project? (Think partnerships, tools, etc.)

5. Will you be partnering with any outside organizations?

6. How will you promote this project/opportunity to your peers/community?

7. Why is this project needed?

8. Timeframe (start and end date): _____

9. Anything else you would like to add?

With all of the above in mind, you will work with your educator to come up with action steps for you to take towards accomplishing this goal. Please print this form and schedule a time to talk with your educator.

TEACHABLE MOMENT

In the business world, we like to create program goals using the acronym SMART:

Specific: Your project should be very clear without vagueness

Measurable: Your project should have easy to track progress (quantifiable or qualitative data)

Attainable: Realistic to achieve according to resources available

Relevant: Is there a need for this project or is it working towards a larger goal?

Time-bound: Clear start and end date, and some larger projects may even have incremental dates to meet certain core objectives or action steps.

This is a useful way to think through any goal whether personal or professional. You will notice that the above form uses these same concepts, just worded differently:

Specific: Question 1

Measurable: Questions 2-3

Attainable: Questions 4-6

Relevant: Question 7

Time-Bound: Question 8