

# CREATIVE OPTIONS PROJECT INSERT

# APPLICATION FORM: MY PROJECT

Please complete the following 2 part application and submit it to your Project Leader or General Leader for discussion and approval.

## Personal Information:

<b>Name:</b>	
<b>Address:</b>	
<b>Postal Code:</b>	
<b>Phone Number: (     )</b>	
<b>Club:</b>	
<b>Leader:</b>	
<b>District:</b>	<b>Region:</b>

## Project Information:

Age \_\_\_\_\_ Years in 4-H \_\_\_\_\_

This is my \_\_\_\_\_ year in the Project.

*Name of your project:*

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*Briefly describe what your project is about:*

If this is a Group Project, please record the names of the members participation in this project.

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

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## SETTING YOUR **VISION AND GOALS**

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*VISION - What do you want to do?*

*GOALS - What knowledge and skills do you want to gain through this project?*

*How will you measure the success of your Creative Options project?*

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*Date*

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*Member's Signature*

**Approval:**

**Project Leader Comments:**

This is your chance to offer comments and suggestions. Ensure you have talked this project over and understand what the member is trying to achieve and that you agree to work through the project with the member.

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Project Leader/Advisor's Signature*

**General Leader/Club President Comments:**

Reflect the willingness of the club executive and membership to support and encourage this Creative Options project that this member has chosen and that you agree with their goals and objectives.

\_\_\_\_\_  
*President*

\_\_\_\_\_  
*General Leader*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Date*

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# PHOTOS AND CLIPPINGS

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Paste photos, newspaper articles and journals of your experiences and milestones during your Creative Option Project.

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# PHOTOS AND CLIPPINGS

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# BUDGET - For Senior Members Only

A budget is important for planning. Budgets can help ensure that your expenditures are not greater than your available finances, or expected income, particularly if a loan is required.

Based in previous years in the project, and/or the advice of your leaders and parents, create a budget for this year. Additionally, you may want to think about:

1. Is the value of the learning worth a loss? Will it lead to a more balanced projection in the future?
2. Is there a way to decrease expenses?
3. Is there a way to generate more income?

## Budget

Projected Education / License Expense			<input type="text"/>
Projected Other Expense	+		<input type="text"/>
<b>Total Projected Expense</b>	=		<input type="text"/>
Projected Project Income			<input type="text"/>
Projected Other Income	+		<input type="text"/>
<b>Total Projected Income</b>	=		<input type="text"/>
Total Projected Income			<input type="text"/>
Total Projected Expense	-		<input type="text"/>
<b>Budgeted Profit/Loss</b>	=		<input type="text"/>

# MONTHLY PROJECT REPORTS

Fill out the monthly project reports only for those months when you are working on your project.

Month	Comment - How did your project do this month, questions, ideas?	
	Member:	
	Leader:	Leader Initials:
	Member:	
	Leader:	Leader Initials:
	Member:	
	Leader:	Leader Initials:
	Member:	
	Leader:	Leader Initials:

# MONTHLY PROJECT REPORTS

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Month	Comment - How did your project do this month, questions, ideas?	
	Member:	
	Leader:	Leader Initials:
	Member:	
	Leader:	Leader Initials:
	Member:	
	Leader:	Leader Initials:
	Member:	
	Leader:	Leader Initials:



# FINANCIAL SUMMARY

**Note:** Record the cost of new equipment, which you will use for more than one year, in the 4-H Project Inventory Summary on the previous page.

## EDUCATION / LICENSES EXPENSE:

	<b>Cost</b>
<b>Total</b>	<b>(L)</b>

**OTHER EXPENSES:** (project event costs (gas, meals, lodging, etc.)) **Note:** Items that are used up yearly, are recorded here.

	<b>Cost</b>
<b>Total</b>	<b>(M)</b>

### Total Expenses:

Education/Licenses Expenses

Other Expenses

Total Expenses

	(L)
+	
=	
	(P)

## FINANCIAL SUMMARY CONTINUED

**Project Sale Income:** (if you sold your bow and arrows, or any items related to the project that you have sold - eg. refletched arrows, homemade targets, etc.)

Item	Amount
<b>Total</b>	<b>(Q)</b>

**Other Income:** (show all Income generated from the sale of other project equipment you no longer need or want, prizes you were awarded in the club or at competition, etc.)

Item	Amount
<b>Total</b>	<b>(T)</b>

### Total Income:

Project Sale Income

Other Income

Total Income

		(Q)
+		(R)
=		(T)

### Profit or Loss Calculation:

Total Income

Total Expenses

Profit or Loss

		(T)
-		(P)
=		(U)

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## ABOUT MY 4-H PROJECT - EVALUATION

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*What techniques and skills did you learn and use for this project?*

*What did you like best about completing this project?*

*Are you pleased with your project? Is there anything you would change if you were to do the project again?*

*What are you going to do with your project?*

*How long did it take you to finish your project?*

*My plans to continue with this project.....*

*Comments From Project Leader*

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*Date*

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*Project Leader Signature*