

Calgary Region Portfolio Competition 2023-2024 Program Year

Member Name: _____ JR IN SR Project: _____

Club Name: _____ Club District Region

Base Book

Code of Conduct	/1	member and parent must sign and date
My 4-H Year Plan	/5	1 point for each section
About Me	/5	1 point for each section
About My Club	/6	1 point for club info 2 points for club leader info 3 points for club executive info
Record of Club Activities	/8	.5 point for each event Max 1 point per month Must include date, activity, and location
Record of District, Regional and Provincial Activities	/8	Max 8 points. 1 point per activity participated in Must include date, level, activity and location
Summary of 4-H Year	/8	Complete sentences, grammar, punctuation, spelling, neatness, overall effort Ensure you are answering all questions
Accuracy - Financial Summary for the 4-H Year (provided by region) **These sheets are found on the 4-H AB website & are to replace page 20 of the base book	/20	Ensure all projects for the year are reflected on this page 5 points: <ul style="list-style-type: none"> - for copying Q P U correctly from inserts; - correct calculations of Total 4-H year Profit/Loss; - recognition of income vs non-income projects if applicable - ensure member fees are included either as a line on this sheet, or within the "P" column for projects - please ensure the inventory section is completed 5 points for each section and 5 points for overall completeness
Base Book Total Points	/61	

Marker Name: _____ Date: _____

Marker Comments:

Extra Effort

Overall impression	/4	Neatness, spelling, punctuation, attention to detail
Non-project pictures	/4	Pictures of events not specific to project, labelled and dated
Organization and presentation	/2	Is information easy to find? Dividers/tabs separating sections
Effort Total Points	/10	

Each marker contributes to this section

Marker Comments:

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Project Insert Book

Insert	/20	All sections must be completed, project must be easily identified, and must reflect project requirements
Accuracy – Livestock Project Financials/Costs/Expenses	/25	All livestock project relevant financial records completed: charts, feed records, licenses, any other expenses that were project related
Accuracy – Non-Livestock Project Financials/Costs/Expenses	/20	All project relevant financial records completed: supplies for project, any other expenses that were project related
Budget – for Seniors only	/5	Budget for year for market projects
Project Evaluation/Story	/5	Answer all questions, if relevant, or provide a complete review of your year with that specific project if evaluation page is not in the insert
Pictures Pertaining to Project	/5	Must be labeled; who, what, where, when Project pictures from start of year, mid-year and end of year Minimum of 5 project pictures
Project Insert Total Points (markers please ensure you use the correct marking scheme)	/50 /55 /55 /60	Jr/Int non-livestock inserts out of 50 Jr/Int livestock inserts out of 55 Senior non-livestock or livestock, non-market inserts out of 55 Senior market livestock inserts out of 60

Marker Name: _____ Date: _____

Marker Comments:

Portfolio Components

4-H Alberta Certificate	/1	can be a photocopy
Communication Activity/Judging Sheets	/5	must include: judges comment sheets, notes or speech, or emcee notes can include: programs, advancing score cards if advanced
Club Meetings	/6	Information from <u>each</u> club meeting for the 4-H year, could be in the form of: club meeting agendas, treasurer’s reports, club reporter, minutes (minimum of 6 club meetings)
Club Information	/5	must include: club constitution can include: club calendar, club contact list, event information etc
District/Regional/Provincial Events	/5	must include: event registration, certificates, program information
Newspaper Articles/Online Printouts	/5	must include: source, dated (1 point for each article)
Portfolio Total Points	/27	

Marker Name: _____ Date: _____

Marker Comments:

Total Points (please ensure you use the correct total) /148 or /153 or /158 = _____ %