

No Bank Account Letter

This letter may be used by a club/group leader whose club does NOT handle any funds and does NOT have a bank account (s), and therefore does not have a reason for uploading bank statement(s). This letter would be provided to the County Extension Office along with other documents to be uploaded into the 4-H Online management system. *This letter requires county specialist/associate approval.*

	4-H Club
	CO
	August 15, 2024
To Whom It May Concern,	
As the club leader, I understand that if	_ 4-H Club does not currently have any monetary funds or bank accounts. f at any time our club opens a bank account or accepts/disburses any funds ignated with the 4-H Club's name on it.
Upon opening any account, I will prov that this information must be on file to	ide all pertinent banking information to the Extension Office. I understand o maintain our club charter.
Sincerely,	
Leader	
	4-H Club
County Staff Signature	Date

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discrimina por motivos de discapacidad y se compromete a proporcionar adaptaciones razonables.

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https://col.st/0WMJA



Authorized Signature (1)

Authorized Signature (2)

Colorado 4-H Organization Financial Report Year Beginning July 1, 2023 - Year Ending June 30, 2024

4-H Club Name:				
Employer Identification Number (EIN):			_	
Organizational Leader:				
Treasurer:			_	
Treasurer.				
	_			
List ALL financial accounts: checking, savings, mo	ney market, etc;		Ctartin a Dalama	
			Starting Balance (ending balance from	
Include all account details:	Account	Account Type	last year's report	Ending Balance as of
Financial Institution	Number	(Savings/Checking)	June 30, 2023)	June 30, 2024
<u> </u>		. 8	54 110 00, 20 2 0)	
-				
				\$ -
			\$ -	\$ -
		Totals	-	\$ -
Persons authorized to sign checks, deposit and withdraw fu	nds. <mark>Two signatures</mark> a	are required.		
			_	
			_	
	Financial	Summary		
Annual Income			Total Starting Balance	
Activity/Event fees	\$ -		\$ -	
*Donations/Grants/Contributions	\$ -			
**Fundraising	\$ -			
4-H Membership Dues/Fees	\$ -			
Awards/Scholarhips	\$ -			
Investment Income (Interest)	\$ -			
Other (list below)				
\$ -				
\$ -				
\$ -				
Other Total:	\$ -			
	Total Income	ş -		
Annual Expenses	_	•	_	
Educational Activities/Events	\$ -			
Supplies	<u> </u>			
4-H Membership Dues/Fees	\$ -			
Fundraising Expense	\$ -			
Scholarships/Monetary Awards	\$ -			
Recognition/Trophies/Non-monetary Awards	\$ -			
Bank Fees	\$ -			
Other (list below)	<u> </u>			
c c				
<u> </u>				
Other Total:	ć			
Other Total:	Total Expenses	\$		Total Ending Balance
	Total Expenses	-	_	c dan Enumg Dalance
*Did you have one or more denotion that grossed ever \$5.0	000 (vog on no)2			7
*Did you have one or more donation that grossed over \$5,0				
**Did you have one or more fundraiser that grossed over \$	5,000 (yes of 110)?			
If you answered YES to either of the above questions, list the	he event/nergen and eme	ount raised / siven below.		
if you answered TES to either of the above questions, list the	ne event/person and anic	outil raised/given below.		
Name of Event or Donor	Description	of Evant/Danar sift	Data(s)	Amount
Name of Event of Donor	Description (of Event/Donor gift	Date(s)	Amount
			<u> </u>	\$ -
				\$ -
				\$ -
				\$ -
We believe the above information to be an accurate and con	rrect accounting of 4-H f	unds. We understand that Colo	orado State University has t	he legal authority, under

federal and state law, to request and obtain information, freeze, and designate authorized signatures in regard to 4-H accounts in the event of suspicious activity.

Date

Date





ASSETS: Please any assets the 4-H club/group owns which **value greater than \$50**. Assets are any tangible property the 4-H club/group owns. These will vary based on each 4-H club/group. Example: a shooting sports club may own archery equipment whereas a livestock club may own scales for weighing projects. Because these items were purchased by (or donated to) the 4-H club/group, it's important to list and account for them along with any funds in the 4-H club/group treasury.

Please use the table below to list all assets. (add additional pages as needed)

Description of Asset	Model Number	Serial Number	Estimated Value	Person Responsible
2 00011,011011 01110001	(if applicable)	(if applicable)		for Asset
	I	I	1	l .



Annual Review of 4-H Club or Group Fund

County Staff or Club/Group Organizational President



Extension Staff's Signature and Date:

4-H CLUB OR GROUP BUDGET

A budget for each 4-H club or group is **required** for chartering if the 4-H club or group accepts or disburses any money.

The budget can be as simple or complex as needed for 4-H club or group members to clearly understand how

art Date	July 2024	to End Date	September 2025	
			Total Opening Bala	nce:
ESTIMATEI	D INCOME (SOURCE, I	USE, PURPOSE)	BUDGETED	
		Total Income	\$	
STIMATEI	D EXPENSES (DESCRI		\$BUDGETED	
STIMATEI	D EXPENSES (DESCRI			
ESTIMATEI	D EXPENSES (DESCRI			
ESTIMATEI	D EXPENSES (DESCRI			
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ESTIMATEI	D EXPENSES (DESCRI			



4-H Club/Group Annual Plan for 2024-2025

Month Date Time/Locatio	Business Agenda Events Activities Items for group decision	Program Agenda Educational program or activity Speakers Demonstrations	Recreation Agenda Singing Games Team Building Refreshments	Community Service Project	Essential Elements Belonging - B Independence - I Generosity - G Mastery - M	Special Events Club County Regional State
October						
November						
December						
January						
February						
March						
April						
May						
June						
July						
August						
September						



Organized 4-H Club or Group Annual Affirmative Action Report

Colorado 4-H is committed to providing an environment that is free from discrimination and harassment based on race, age, creed, color, religion, national origin or ancestry, sex, gender, disability, veteran status, genetic information, sexual orientation, gender identity/expression, or pregnancy in its employment, programs, services and activities, and admissions. Compliance Statement: This club provides opportunities for all participants, and is open for membership to all youth 4-H ages 5-18 years based on December 31 current 4-H year.

This form, completed and returned to the local CSU Extension office is necessary to allow CSU Extension, under the law, to provide support to a 4-H club and to extend the organized club or group the right to use the 4-H name and emblem. Please indicate below what your club is doing or has done to encourage participation by all potential youth in your area. Examples: list any mass media used (newspaper, radio, TV) and/or list personal letters, circulars, or personal visits to potential minority recipients, inviting them to participate (include dates and places of meetings or planned activities.) Attach copies of correspondence, news releases, etc. to this form. Use form below to document All Reasonable Effort.

Signed by County Staff or Organizational Leader:	
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✓	Methods	Date	Number	Location	Ethnicity/Race	Comments
	Mass Media, including radio, newspaper, TV					
	Newsletters, posters, flyers, announcements					
	Personal letters inviting select people to participate in the program					
	Personal contacts (phone, in person) to inform them about 4-H and encourage their participation (potential members and adult volunteers)					
	Community and school groups contacted with information or through community service					
	Joint activities that resulted in integrated programs					
	Membership drive or promotional programs to reach minorities (e.g. festivals, fairs)					
	Volunteer recruitment and/or volunteer development training					
	Meeting places selected to encourage minority participation					
	Other					

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