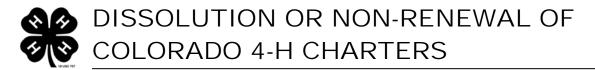


updated 1/17/2018



The purpose of this tool is to assist staff in supporting 4-H Clubs, Groups or Committees that may be dissolving or when there is a non-renewal of the 4-H Charter. 4-H Clubs or Groups/Committees may choose to dissolve. In other cases, if the components of the 4-H Charter are not met, dissolution or non-renewal may result. As a general principle, the dissolution or non-renewal of the charter of a 4-H club or group should only be considered when all other options have been explored and exhausted. Once it has been determined that a Charter needs to be revoked or not renewed, the following steps are to be taken.

	is the basis for the Revocation or Non-renewal of the 4-H Charter? (Check all that The 4-H Club or 4-H Group has voted to dissolve.	apply.)
	The 4-H Club or 4-H Group has less than 5 members from 3 families.	
	The 4-H Club or 4-H Group does not have approved, enrolled adult leadership.	
	The 4-H Club or 4-H Group has not developed an educational plan which meets the pur	pose of the 4-H program.
	The 4-H Club or 4-H Group does not have youth involvement in the leadership and decision making process.	
	The 4-H Club or 4-H Group does not meet on a regular basis.	
	The 4-H Club or 4-H Group is not open to youth in regards to race, color, creed, religion disability, ancestry, sexual orientation, pregnancy, marital or parental status.	, sex, national origin,
	The 4-H Club or 4-H Group has not submitted the documentation necessary for Charter	renewal.
Steps to be taken for Dissolution or Non-renewal of a 4-H Club or Group: (Check when completed.)		
	The 4-H Club or 4-H Group has closed all financial accounts and transferred any remain 4-H Program.	ning funds to the County
	The 4-H Club or 4-H Group has submitted all current and past financial documents to the	e 4-H office.
	□ The 4-H Club or 4-H Group has submitted all property (including flags, banners, etc.) to the 4-H office for storage or redistribution. Club scrapbooks and other information may have historical value. Local historical societies may welcome this information as it is preserves community history.	
	All members and volunteers of the 4-H Club or 4-H Group have been notified by the 4-H regarding the dissolution or non-renewal status and presented options for continued part program.	
Nam	e of 4-H Club or Group:	
Com	pleted by:	Date: