

## **Request for consideration as a Recognized Youth Organization at the Central Wisconsin State Fair (CWSF)- Junior Division**

All Exhibitors in the CWSF Fair Junior Division shall be members of 4-H, FFA, FHA or any other recognized youth organization under adult leadership and with an education program approved by the local fair.

### **To be considered for status as a recognized youth organization, the organization shall:**

- \_ Operate as a Wood County chapter of a State or National organization, and provide contact information for the organization
- \_ Provide a copy of the local organizations educational plan and meeting schedule for the current year and past 2 years (if applicable)
- \_ Have youth enrollment as part of its standard program (include a copy of the current enrollment materials)
- \_ Provide an educational program for youth
- \_ Provide information relative to the specific subject matter covered through the educational program
- \_ Provide proof of membership (as of May 1, of the current fair year) for those individuals enrolled in educational programs wishing to exhibit at the CWSF
- \_ Submit a list of adult leaders indicating those who have completed a comprehensive youth protection program including but not limited to a background check and youth protection best practices training
- \_ Comply and enforce the rules associated with exhibiting at the CWSF
- \_ Comply with non-discrimination practices as stated in the CWSF rules
- \_ Identify one adult contact person who is responsible for the conduct of junior
- \_ Request recognition as a Recognized Youth Organization on an annual basis, unless granted status as a recognized youth group. Application materials are to be directed to the Central Wisconsin State Jr. Fair, ATTN: Secretary, P O Box 748, Marshfield, WI 54449. Application Deadline is March 1 of the current fair year
- \_ It is recommended that a youth organization carry out its educational program for at least three (3) years as an indicator of sustainability

### **Process for Review**

- \_ All applications submitted (postmarked) by the March 1 deadline will be reviewed by the CWSF Jr. Fair Board Executive Committee
- \_ The Executive Committee may request further documentation
- \_ The Executive Committee will make a recommendation to the Jr. Fair Board at its March meeting
- \_ Within 1 week of the meeting the applicant organization will be notified of the Boards decision in writing
- \_ All applications will be reviewed using the evaluation form
- \_ A copy of the committees review sheet will be provided to the applicant
- \_ The decision of the Jr. Fair Board is final and only affects the current year's fair. Applicants are encouraged to apply again in subsequent years
- \_ All first year organizations will be granted probationary status and will be reviewed at the March meeting following their first fair. Additional materials will only need to be submitted if requested by CWSF.

Cover Page- please include with requested application materials

## **Request for consideration as a Recognized Youth Organization at the Central Wisconsin State Fair- Junior Division**

Name of Wood County Organization \_\_\_\_\_

Director of Wood County Chapter \_\_\_\_\_

Address/City/State/ZIP: \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

E-mail \_\_\_\_\_

Name of State/National Organization \_\_\_\_\_

Address/City/State/ZIP: \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Website \_\_\_\_\_

As an official representative of the Wood County Organization listed above, I agree to comply with and enforce the rules and regulations of the CWSF. I have enclosed documentation of the information requested above. I recognize that failure to do so may result in the disqualification of our members as exhibitors at the CWSF and the ability of our organization to participate in future fairs.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_

References to provide additional background information of your organization.

Please provide contact information for at least two individuals outside of your organization.

	Name	Address	Phone	Email
1.	_____			
2.	_____			
3.	_____			
4.	_____			

## CWSF – Youth Organization Recognition Request- Evaluation Form

Criteria	Met	Not Met	Not able to Determine	Comments
Required Criteria				
Complete Application				
Submitted by deadline				
Proof of Wood County Organization				
Annual Educational Plan(s)				
Meeting Schedule				
Information relative to the subject matter covered through educational program				
Proof of Membership by May 1 (Roster)				
Adult contact identified				
Youth protection verified or plan indicated				
Recommended Criteria				
3 years of educational plans and meeting schedules				
National/Regional/State Organization Review				