

Diamond Award



Leadership Service Project Workbook



Your Ladder of Achievement 4-H Diamond Award Leadership Service Project

How To Start

You are ready to begin your Diamond Award leadership service project. This workbook will help you plan and record your progress and complete and submit a final report.

The Requirement

As stated in the Ladder of Achievement 4-H Diamond Award criteria: the Diamond Award applicant must plan, develop and give leadership to others in a service project helpful to your religious institution, school, or your community. (The project should benefit an organization other than 4-H.) **The project plan must be approved by the organization benefiting from the effort, your club leader, your Extension Educator, and the Board of Directors before you start. You must use this Diamond Award workbook in meeting this requirement.**

Originality

Does the leadership project for the Diamond Award have to be original; perhaps something you dream up that has never been done before? The answer, no, but it certainly could be. You may pick a project that has been done before, but you must accept responsibility for planning, directing, and following through to its successful completion.

Limitations

Routine labor (a job or service normally rendered) should not be considered. Work involving 4-H property or other 4-H activity is not permitted. The project may also not be performed for a business or an individual, be of a commercial nature, or be a fund-raiser. (Fund raising is permitted only for securing materials or supplies needed to carry out your project.

Size

How big a project is required? There are no specific requirements, as long as the project is helpful to a religious institution, school or community. The amount of time spent by you in planning your project and the actual working time spent in carrying out the project should be as much as is necessary for you to demonstrate your leadership of others.

Examples

A look at some projects other Diamond Award recipients have done for their Diamond Award illustrates that your project can be to construct something or can be to render service. Diamond Award recipients have:

- **Made trays to fasten to wheelchairs for veterans with disabilities at a Veterans Administration Hospital**

- **Collected used books and distributed them to people in the community who wanted and needed, but could not afford, books.**
- **Built a sturdy footbridge across a brook to make a safe shortcut for children between their homes and school.**
- **Collected and repaired used toys and gave them to a home for children with disabilities.**
- **Organized and operated a bicycle safety campaign. This involved a written safety test, equipment safety check, and a skills contest in a bike rodeo.**
- **Set up a community study center for children who needed a place to do school work.**

Approvals

Before You Start

Your project plan must be approved by your club leader, Extension Educator and Board Member before the project is started. The following questions must be answered before giving this approval:

- Who will benefit from the project?
- How will they benefit?
- What official from the group benefiting from the project will be contacted for guidance in planning the project?
- How many people will be recruited to help carry out the project?

Remember, the project must be approved before you begin. So make sure all signatures have been secured before you start the project.

After Completion

Although your project was approved by your club leader, Extension Educator, and Board Member before it was begun, the Diamond Award board of review must approve the manner in which it was carried out. The following must be answered:

- **In what ways did you demonstrate leadership of others?**
- **Give examples of how you directed the project rather than doing the work yourself.**
- **In what way did the religious institution, school or community group benefit from the project?**
- **Did the project follow the plan?**
- **If changes to the plan were made, explain why the changes were necessary.**

Filling Out the Form

As you plan and carry out your leadership service project, use this workbook to record your plans and progress. Remember that others will be reading these pages. You should print, type, or write legibly using black or blue ink. Complete the form on a computer if you have access to an electronic version. You may add as many pages as needed to thoroughly complete the workbook.

“Before” Photographs

Approval Signatures for Project Plan

Project plans were reviewed and approved by

Religious Institution, school, or community representative Date Club Leader

Date

Extension Educator Date Board Member

Date

IMPORTANT NOTE:

You may proceed with your leadership service project only when you have

- Completed all the above mentioned planning details
- Shared the project plans with the appropriate persons
- Obtained approval from the appropriate persons

