OHIO 4-H

Winning 4-H Plan Request Form

An Accommodation Plan for 4-H Participants with Disabilities

The Winning 4-H Plan (W4HP) assists Extension professionals and volunteers by providing resources to aid them in developing accommodation plans to meet the needs of Ohio 4-H youth with disabilities. As a part of The Ohio State University, Ohio 4-H must make all aspects of 4-H, including programming, projects, facilities, and activities, accessible to people with disabilities. Access and inclusion are created with a combination of accessible programming, events, interactions, and spaces, with the goal of allowing the individual maximum independence and minimal intervention from others (such as advisors and educators). The learning and experiences that a member gains through 4-H are just as important, if not more important, as a "perfect" final project or a blue ribbon at the fair. Creating access is more than ensuring the member can attend 4-H events and fairs, it includes choosing an appropriate project, holding meetings and activities in accessible spaces, and including all members in all activities.

School vs. 4-H

There may be differences between 4-H accommodations and the accommodations received in secondary schools. Secondary school follows the Individuals with Disabilities Education Act of 2004 (IDEA), which is the nation's special education law. Schools may need to alter requirements and provide accommodations, commonly with an Individual Education Plan (IEP), to ensure that students can be successful. Schools provide evaluation services to diagnose disabilities and identify accommodations.

Ohio 4-H and OSU Extension, as part of The Ohio State University, are required to provide reasonable accommodations and access through Section 504 of the Rehabilitation Act of 1973. This civil rights law prevents discrimination on the basis of having a disability. Any organization receiving federal funding must comply with Section 504. Unlike secondary schools, the family is responsible for seeking services, and an IEP does not directly transfer to 4-H. Although 4-H participants are typically secondary school students, the accommodations process is similar to that of college students. Students with Disabilities Preparing for Postsecondary Education may help families set expectations for accommodations within 4-H.

Basic Procedures for Creating a Winning 4-H Plan

1. 4-H parent/guardian submits request form to local Extension office. Request forms must be submitted in a time frame that is reasonable to consider the request and implement the approved accommodations. Some requests take longer than others to implement, and it is beneficial to turn the form in as early as possible prior to the event.
2. County 4-H professional reviews request.
3. County 4-H profession meets with 4-H parent/guardian (and member) to discuss the request.
4. Determine reasonable accommodations.
5. County 4-H professionals sends notification of approved accommodations to the parent/guardian.
6. Parent/Guardian communicates approved accommodations with those who need to know (additional details below).
7. The Winning 4-H Plan should be reviewed annually to discuss any changes that may be needed to the accommodation plan.

Ohio 4-H encourages youth to be actively involved, as much as they are able, in the process of communicating about their disability and finding suitable accommodations. Ohio 4-H promotes self-advocacy, which provides the opportunity for youth to represent themself, their beliefs, and their interests. When 4-H youth advocate for themselves, they have the opportunity to advance their confidence, communication, and leadership skills, which prepares them to be college and career ready.

Once accommodations are approved, the parent/guardian will receive the *Project and Exhibition Accommodations* form. This form is used for the guardian to communicate the approved accommodations to those who need to know, such as advisors, and in other situations such as on camp health forms. It is suggested to attach the form in the inside of project books for judges to reference during interviews. Be sure to remove the form if books are displayed publicly. The 4-H professional will work with others such as fair staff, committees, and judges as necessary to meet the requirements of the approved accommodations, particularly when the accommodation requires facility or procedural changes to a show or event. Be sure to talk with the county 4-H professional if you have questions. Communication is key to successful implementation.

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This form must be completed by the child's parent/guardian and submitted to their county 4-H professional. A 4-H professional will contact the parent/guardian to arrange a meeting to discuss the request in more detail.

Member's name_____ County of 4-H membership _____

Age (as of Jan. 1 of current year) _____ Date of birth ____/____/____ Years in 4-H _____

Street Address, City, State, Zip _____

Parent / Guardian Name (first & last) _____

Name of 4-H Club or Activity _____

Name of 4-H Volunteer(s) _____

4-H Activity or Project(s) Participant is doing this year:

_____ _____

_____ _____

Describe 4-H Participant's Present Level of Needs and Current Diagnosis:

_____

_____

_____

_____

Accommodations Being Requested to Help Meet 4-H Participant's Needs (include any special procedures the 4-H volunteer(s) or staff would need to know):

_____

_____

_____

_____

(Add additional pages as needed to adequately provide information requested on this form.)

I agree to adhere to the accommodations specified in this W4HP. I (parent/guardian) give permission to share information provided on this form with Extension staff, 4-H volunteers; and Jr. Fair personnel, volunteers and judges. I understand that this information will only be shared and used as necessary to provide assistance to help my child with his/her 4-H project(s) and that additional information may be requested.

_____ _____

Parent/Guardian Signature Date

THE OHIO STATE UNIVERSITY EXTENSION

College of Food, Agricultural, and Environmental Sciences
Ohio 4-H Youth Development
ohio4h.org

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