4-H Day at the Capitol! 2011

Participation Guide

A 4-H Learning by Doing Event
“Planned for Youth by Youth”
A Letter from the committee chair…

Dear 4-H Day at the Capitol Participant,

I would like to start off by saying thank you for participating in this year's 4-H Day at the Capitol! Our goal is to have 700 participants attend this event. This is an excellent opportunity for young 4-H'ers to learn about the government and how it works, as well as senior 4-H'ers to gain more knowledge of their government. If this is your first time participating in 4-H day at the Capitol, you will be touring the old and new capitol, the Florida History Museum, the Supreme Court, and more. If you are a returning participant, you will be participating in the advanced tracts which offer a more in-depth government experience.

During the day you will have the opportunity to meet with your state Representatives and Senators to promote 4-H and educate them on the importance of our program. This is your chance to make a difference! I encourage you to make appointments with your legislators!

I would like to thank the event planning committee for their hard work over the past few months to make this 4-H Day at the Capitol the best one yet! Without their help, this event would not be possible. On behalf the 4-H Day at the Capitol Planning Committee, my wish for you is that you will gain a greater understanding of government and how it works. I’ll see you at the capitol!

Regards,
2010-2011 4-H DAY AT THE CAPITOL YOUTH PLANNING COMMITTEE MEMBERS

Rebekah Diaz – Committee Chair
Rachel Wise – Vice Chair
Jared Padgett – 4-H State President

Katie Batchelor

Danielle DiUlus
Jessica Fowler
Caitlin Hanley
Vincent Jeffries

Kaitlyn Pace
Dixie Picheo
Eric Swart
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A special thanks to...

Wendi Armstrong
4-H State Coordinator Youth Partnership

Vickie Mullins
4-H Extension Agent, Santa Rosa County

Gary Thomas
4-H Extension Agent, Flagler County

Michael Wickersheim
State Council Co-Advisor Volunteer

Tracy Tesdall
4-H Extension Agent, Leon County

Suzanne Wilson
4-H Extension Agent, Walton County

Jordan Callaham
4-H State Events Coordinator

**TENTATIVE SCHEDULE**

7:30 am - 8:30 am Registration
9:00 am - 9:15 am Opening Ceremonies
9:15 am - 9:30 am Orientation
9:30 am - Noon Morning Rotations
Noon - 1:30 pm Lunch & Press Conference
1:30 pm - 4:00 pm Afternoon Rotations
4:00 pm - 4:15 pm Closing
4:30 pm Have a safe trip home

Upon arrival all participants must check in at 4-H information/registration table. (Old Capitol – Court Yard) You will be assigned to a group and given a schedule. At this time you will meet your group leader who will fill you in on the daily events. Groups will rotate through various workshops and tours depending on what you registered for.

If you have signed up for the overview of the capitol workshop tract (4-H 101, recommended for first-time participants) your group will visit: the Old Capitol, the New Capitol, the Union Bank Black Archives Display, and the Museum of Florida History.

If you have signed up for the in-depth look at the capitol workshop tract (recommended for returning participants) your group will visit: take part in a 2 ½ workshop focused on government, civic involvement, and community activism, and then you will take part in an additional workshops/tours which may include: IMAX Under the Sea/Marine Science workshop, the Mary Brogan Museum of Arts and Sciences, the Supreme Experience, or the Tallahassee Museum.


**DRESS CODE**

4-H Day at the Capitol will be an opportunity for 4-H members from across the state to turn Tallahassee “Green for a Day.” Wear your 4-H Day at the Capitol shirt, which will be given to registered participants at check-in, or something else green. Let’s cover the capitol in a “Sea of Green.” You may want to bring a change of clothes and umbrella.

**Boys:** Khaki pants or shorts, Event T-shirt, and comfortable nice shoes.

**Girls:** Khaki pants, shorts, or skirts, Event T-shirt, and comfortable nice shoes.

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**MEETINGS WITH YOUR LEGISLATORS:**

4-H Day at the Capitol gives 4-H Youth and Adults the opportunity to meet with their legislators and government officials to promote the positive impacts of the Florida 4-H Program. Throughout the day’s activities, chaperoned youth who have scheduled appointments, will be allowed to leave their workshop/tours and meet with their elected officials.

**Appointments with your legislators should be made prior to coming to 4-H Day at the Capitol.** Legislatures have busy schedules, the sooner you contact your legislators the better. On the next page you will find a step-by-step guide which will walk you through the process of setting up a meeting with your elected officials.

It’s always a good idea to know some background information about the legislators you are meeting. Following the steps to contacting your legislators is a worksheet for participants to fill out. Completing this sheet will help participants learn more about their senator or representative.

Finally, as promoting 4-H is an important part of the educational experience at 4-H Day at the Capitol, included in this packet are 4-H talking points and statistics for you to use in your meetings. More information can be found on our website at [www.florida4h.org](http://www.florida4h.org).

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The Florida Legislature is the branch of the government that makes the laws or “rules” that govern the State. Members who serve in the Legislature are called legislators. The Florida Legislature is divided into 2 houses – the House of Representatives and the Senate.

Members of the Senate are called “Senators”
Members of the House of Representatives are called “Representatives”

Currently there are 40 Senators and 120 Representatives who are elected by the voters of Florida.
Resources and Additional Information
The following websites contain additional information and resources that you will want to check out before you attend 4-H Day at the Capitol. The more you know, the better prepared you are the more beneficial the day will be for you.

4-H Citizenship Project - Exploring Citizenship Project Series VI “My Government”
This 4-H Project can be downloaded from the Florida 4-H website: http://4h.ifas.ufl.edu/curriculum/projects/CitizenshipLeadershipEducation/Citizenship.htm

Websites
Florida Government Information
  Kids Page http://dhr.dos.state.fl.us/kids
Florida Senate Information
  Kids site http://www.flsenate.gov/senatekids/index.cfm
Florida House of Representatives information
  Online Sunshine for Kids http://www.leg.state.fl.us/kids/home.html
Florida History Information http://www.flheritage.com/kids
Florida Supreme Court
  Cyber Court http://www.floridasupremecourt.org/education/cybercourt/index.html

FLORIDA 4-H DAY AT THE CAPITOL

Steps to Contacting Your Elected Officials

Step 1: Find out who your elected officials are (Florida Representative & Senator). This can be done by visiting www.myfloridahouse.gov and www.flsenate.gov. Type in your zip code in the top left-hand corner and select “current officials.” Look for the words “State Legislative” and listed below them will be your Florida Representative & Senator.

Step 2: Click on your Representative/Senator’s name and look along the right-hand side of the page. There will be a spot that says “Contact Information.” Click on “Complete Contact Information” and you will see phone numbers to use to contact your elected official.

Step 3: Contact your elected official using one of the given phone numbers and schedule an appointment for the day you are in Tallahassee for 4-H Day at the Capitol. If other people are attending 4-H Day at the Capitol, make sure they have not already scheduled an appointment.

Step 4: When visiting your elected official(s), dress appropriately (Green Centennial Shirt, Khaki pants/skirt, nice-looking shoes). If the elected official is not available, talk to the staff. They will relay all your information to the Legislator upon his or her return.

Step 5: Make sure you understand the legislative process. Having a basic understanding of the legislative process will allow you to communicate your ideas effectively.

Step 6: Be polite even if you disagree with your Representative or Senator. A legislator will be more likely to listen to someone who is reasonable rather than rude.

Step 7: Try to keep to the point when talking with your legislator. Legislators are on a tight schedule and have others to meet with on the same day. Your prepared speech should only last 2 to 5min.
Step 8: Market the 4-H program to your legislator. Be sure to mention what activities you have been doing or will be doing. 4-H is a remarkable program, so make sure your legislator knows that! Leaving 4-H handouts for your legislator will make your visit more memorable.

KNOw YOUR SENATOR

During your time at the Capitol, you may have the opportunity to meet and talk with your State Senator. It will be your chance to make a good impression for yourself and for the Florida 4-H Youth Development Program. The more you know the better. Look up your Legislator at: www.myflorida.gov and answer the following questions about them.

Senator’s Name: ____________________________

District # _____

Political Party and Position Held in Party: ____________________________

Length of Service in Florida House/Senate: ____________________________

Other elected Positions Served in the past:

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__________________________________________________________________

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__________________________________________________________________

House/Senate Committee Assignments: ____________________________

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__________________________________________________________________

__________________________________________________________________

Special Interests or Priorities: ____________________________

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Important recent bills voted on and how he/she voted: _________________

__________________________________________________________________
During your time at the Capitol, you may have the opportunity to meet and talk with your State Representative. It will be your chance to make a good impression for yourself and for the Florida 4-H Youth Development Program. The more you know the better. Look up your Legislator at: www.myflorida.gov and answer the following questions about them.

Representative’s Name: ____________________________________________

District # _____

Political Party and Position Held in Party: ____________________________

Length of Service in Florida House/Senate: __________________________

Other elected Positions Served in the past: ____________________________

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House/Senate Committee Assignments: ________________________________

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Special Interests or Priorities: _______________________________________

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Important recent bills voted on and how he/she voted: ________________

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Interesting Biographical Information:

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**TALKING POINTS**

**What is 4-H?**
4-H is youth development program of the University of Florida IFAS Extension Service. 4-H programs are in every county. Youth can join clubs, go to camp, and attend events locally and statewide. I belong to (insert club name here). My project this year is (insert project here), but I can also do projects on robotics, leadership, animals, rocketry, and many other things.

**What do the four H’s stand for?**
Head, Heart, Hands, and Health

**Things to share with your legislature:**
You will only have about 3 minutes to get your point across. Know what you are going to say before you go in. You only want to mention two or three items.

1. What University of Florida IFAS Extension 4-H has done for you?
2. Express appreciation for your extension office.
3. Talk briefly about what you want to do in your own life.

**IFAS**
4-H is under IFAS (Institute of Food and Agricultural Sciences) which is a part of the University of Florida.

**What are you doing here?**
I am here to visit my Representative and/or Senator and let them know what 4-H has done for me. I also get to learn about my government and participate in workshops and tours.