

## 4-H Cost Recovery Plan “Frequently Asked Questions”

### 1. How was the Ohio 4-H cost recovery plan developed?

An Ohio 4-H Cost Recovery task force was formed in the Spring of 2003 and charged with recommending a plan to generate \$500,000 of the overall Ohio State University Extension goal of \$2 million. Task force consisted of seven 4-H agents, two district specialists, two youth, and three state 4-H staff members. The task force met and began by brainstorming potential sources of cost recovery. Upon completion of the brainstorming session, members separated into groups to discuss and more clearly define these potential sources. These discussion groups focused on: contract for services, teaching packages, county fair, and fee-based income resulting in options for further discussion. The task force then met by conference call to discuss the options and made recommendations to the Assistant Director, 4-H Youth Development. The Assistant Director, 4-H Youth Development also reviewed the information from the organizational zoomerang survey, collected information from other states, and reviewed the overall membership of the Ohio 4-H program.

### 2. How were the specific curriculum items selected?

The Ohio 4-H Cost Recovery task force identified potential curriculum and program fees to generate funds for cost recovery. These included: health & safety speaking/demonstration contests, county fair entry fee, local camp, livestock quality assurance, state events and national events, Carteens, Diversion clubs, processing fee for achievement awards and scholarship applications, percentage of county livestock sales, membership fee, project books, and school enrichment. The task force then reviewed and provided feedback on various scenarios.

The final plan also considers the Ohio 4-H delivery methods. When delivery method percentages are applied to the 2002 membership they reflect: community clubs (26%), school enrichment (33%), special emphasis (30%), and camping (11%). The estimated curriculum fee recovery scale by percentages are: project books (61%), school enrichment and special emphasis classroom/unit fee (25%), Carteens (11%), and state events (3%).

### 3. How will the 4-H cost recovery funds be used?

Funds received from cost recovery will be reinvested back into OSU Extension and 4-H to develop new curriculums, technology, innovative grants, and professional development. Input will be collected from 4-H agents and program assistants during the fall district retreats.

4. How do we submit cost recovery funds from 4-H publications sold?  
No additional processing needs to be completed for the cost recovery from 4-H publications. The cost recovery is included in the price of the publication when purchased from the publications unit of Communication and Technology.
5. Can members share books or can I copy books for members?  
Our ongoing expectation is that all members have the appropriate resources for the project they have enrolled in. Members should purchase the individual project books. As in the past, project resource guides can be purchased once and shared within a family.
6. Is the cost recovery charge on school enrichment and special emphasis fee a one-time fee or for each program?  
The \$10 cost recovery fee is a one-time/annual fee (October 1 - September 30). This amount is addition to any local fee that is charged by the local unit. Once the classroom or individual group is enrolled, they can participate in multiple programs.
7. What is considered a school enrichment program?  
Various types of 4-H school enrichment programs and levels of professional support are being conducted across Ohio. These types/levels can include: (1) loaning teaching kits with everything a teacher needs to conduct a program; (2) training the teacher and following up with them on a regular basis as the program is being taught; and (3) assisting with the actual delivery of the program. All are considered 4-H school enrichment and should include the \$10 curriculum fee. The same general types of programs and levels of support can be applied to special emphasis.  
  
4-H Awareness and Recruitment programs are not considered school enrichment programs.
8. How will we submit funds?  
All units will utilize the State Program Fee Transmittal Form. It can be accessed from <http://www.ag.ohio-state.edu/~grants/>. Please see the February 20 OSU Extension Communique' information related to tools and timetables that will assist with Extension Cost Recovery.
9. When can the \$10 special emphasis fee be waived?  
The \$10 cost recovery fee for special emphasis program can be waived when the program: (1) involves 2 hours or less of annual contact (i.e., school field trips/outdoor education programs, team challenges or shooting sports sessions where, for example four 50 minute sessions are taught with different youth each session) or (2) is a 4-H/OSU Extension marketing or promotional event (i.e., Family Fun Day, Community Safety Day, Ag Awareness Day).

Furthermore, there may be limited situations that require a waiver of the fee that are not listed above. In these cases the 4-H professional should work with their county chair and district 4-H specialist to determine if the cost recovery fee should or should not be applied.

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