

What Qualifies as a Completed Record Book for Pins, County Scholarships, etc for Rice County?

Kansas Award Portfolio (KAP) completed for at least ONE project

KAP includes (in this order):

- 4-H Personal Page
- 4-H Story
- KAP Application
- Pictures
- Permanent Record (County Requirement-add to end of at least one application)

This information needs to be completed in the given order in a 3-ring notebook. Each project you complete the forms for should be completed in separate notebooks.

Example: If you complete four KAPs, you should turn in four 3-ring notebooks!

***7-8 year old KAP order should be Personal Page, KAP, Pictures/Story

Frequently Asked Questions

Which form do I complete?

There are 3 age divisions for the KAP based on your current 4-H age. Just remember your 4-H age and then click on the corresponding form! (7-8, 9-12, 13+)

I am enrolled in 8 projects. Do I have to complete 8 KAP Applications?

NO! For a completed record book, YOU MUST COMPLETE AT LEAST one KAP(project). You can do as many as you want for consideration beyond the county level.

If I do more than one KAP do I have to have additional notebooks?

Yes! Each KAP Application you complete will go in a separate notebook that includes the application and all the additional information required.

The KAP requirements do not mention including a Permanent Record. Why is this on the list?

This is a requirement for the county judging, but NOT for area and state. The permanent record is something you should keep undated all year long and is very helpful for completing the KAP Application. In fact, some of the sections you can even copy and paste! The permanent record is also a great tool to look back as an older teen applying for scholarships and other things where what you have previously done is a question!

So does my permanent record have to go in each KAP notebook if I complete several?

No. If you print and include your up to date permanent record in at least one of your KAP notebooks, we will sign-off for each of your books that it was included before they are sent to another county for judging.

Where can I find the KAP forms to complete?

All KAP forms can be found on our county website www.Rice.K-State.edu/4-H/ or contact the Extension Office. A direct link to the forms is: www.Rice.K-State.edu/4-h/records.html

