

# Guidelines for Interstate Exchange Delegates

The Interstate Exchange Program in Delaware 4-H is held to provide exciting learning experiences for delegates. Typically, the exchange program will be scheduled for one week between June and August. In order to participate in the exchange program, parents (or guardians) and the delegates are to read, discuss, and reach agreement upon the following items of expectations. If you do not agree with these expectations, then the exchange program is not for you.

## General Guidelines (apply to hosting and traveling)

1. Be an active 4-H member in your County. Have at least one full year as a 4-H member completed.
2. All 4-H members who will be at least 14 years old by January 1<sup>st</sup> of the program year are eligible to be a part of the exchange group.
3. The exchange program is a two-year commitment. One year to host and one year to travel (not necessarily in that order).
4. The 4-Her and at least one parent must make a reasonable attempt to attend the exchange meetings. If a 4-Her cannot attend the meetings, he/she should have a representative (preferably a parent) attend or contact a chaperone to find out what information was discussed.
5. Delegates must meet deposit requirements set forth by the county during the year. Delegates must participate in fundraisers that are offered throughout the program. **All money is non-refundable.**
6. If you withdraw within 60 days prior to travel you must reimburse all travel costs.
7. Know that the use of any type of tobacco products, alcohol, and non-prescribed drugs is illegal and prohibited by youth and adults at all 4-H youth driven events. All activities where the exchange delegates and hosts are present are considered 4-H events during the exchange hosting and traveling weeks. The use of, or remaining in the presence of other youth who are using illegal substances is prohibited and will result in immediate disciplinary action as determined by the 4-H Youth Extension Educator. Use good judgment to avoid or leave activities where illegal activities are happening.
8. Youth must avoid making any social media posts that do not represent yourself or Delaware 4-H in a positive way.
9. Use of fire arms or other dangerous weapons are prohibited during the time of the exchange program, however if there is a planned full group activity, under the supervision of a certified instructor and with the prior permission of the County Educator the use of fire arms and weapons can be permitted.
10. Stay with your group. Never go off alone. Groups of three or more are preferred. If you need to leave the group for any reason, you must obtain a chaperone's permission. Do not decide to "go for a walk."
11. Delegates should refrain from inappropriate public displays of affection. Do not participate in an exchange to find or be with a boy/girlfriend. Respect others' privacy. Boys are not permitted in girls' rooms, nor are girls permitted in boys' rooms. Inappropriate public or private displays of affection may result in dismissal from the exchange program
12. Delegates must be present for all of exchange. No leaving or arriving late.
13. Exchange members are to refrain from wearing: bare midriff shirts, shirts with straps less than 2 fingers wide, low cut tops (no cleavage showing), very short shorts; bare back shirts, clothing on which inappropriate slogans/ads appear, etc. The only exception will be in the case of swimwear. The chaperones will have final say about any questionable attire.
14. Delegates should be responsible, use good judgement, and be sufficiently mature to conduct themselves in an appropriate manner at all times. Delegates are expected to respect the rights of others in all situations. Respect your partner's traditions and religious beliefs.
15. Delegates should contact the County chaperones in regard to any conflict of problems during the interstate exchange trip.

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16. Realize you are representing your county 4-H program and behave in a way that will make your chaperones and agent proud. Try to make all participants in the exchange feel welcome, and go out of your way to include those who seem to feel shy or uncomfortable.

## **Travel Agreement:**

**You are participating in the exchange to get to know the youth and culture from another state. To help this occur, you will need to meet the following guidelines:**

1. Respect chaperones and host families at all times. Be pleasant. You are responsible for obeying all adults connected with the trip. If you find yourself in an awkward or uncomfortable situation, contact a chaperone.
2. Attendance at planned group activities is required unless other arrangements are made ahead of time with the County chaperones.
3. Respect your host family's home by keeping your things in order. Offer to help your family with chores. Abide by the family's rules. Be willing to try new things that are part of their culture.
4. Participants are not permitted to drive under any circumstances. Wear your seatbelt when riding with others.
5. All host families will complete a background check on adults (18 years and older) living in the household.

## **Hosting Agreement:**

**To help you and your partner have a safe and enjoyable experience, you will need to abide by the following guidelines:**

1. Before hosting, all adults (18 years and older) in the household must complete a background check and sign the volunteer behavior expectations form.
2. When hosting, a parent or responsible adult should be home during the time the exchange youth is in the home.
3. Teens are not permitted to drive. Drivers must be at least 21 years old. Parents will be expected to do the majority of the driving. We will try to provide transportation for many activities. The out-of-state delegates should not drive in any situation. Wear your seat belt.
4. Do not put you and/or your guest in dangerous situations.
5. Your home must be reasonably clean when hosting.
6. Host families are expected to supply or pay for all main meals (3 a day) for their guest. Plan on paying for all events you take your guest to, unless you make special arrangements ahead of time. Extra snacks, activities, and souvenirs your guest decides to buy or participate in can be paid for by the individual. Some activities/ meal will be paid for through the exchange program if enough funds are raised.
7. Keep your contact with friends outside of the exchange group to a minimum during the week.
8. As a host, you are expected to be with your guest, introducing him/her to others, and seeing that he/she feels included. Be sure to include your guest in your conversations and activities.

## **Process if the above rules are broken:**

1. Participant will be required to meet with the County Educator to discuss the incident.
2. Staff will consider all information related to the incident and make a determination on whether the participant will be able to remain active in the program or removed from the exchange group.
  - a. Participant will be notified within 7 days of incident.

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Interstate Exchange Member's Name: \_\_\_\_\_

## Guidelines of the State 4-H Interstate Exchange Delegates

I agree to abide by the expectations of the 2018-2020 general, traveling, and State 4-H Interstate Exchange Guidelines. I understand that not complying with the guidelines may result in my dismissal from the exchange program.

\_\_\_\_\_  
**4-H Member Signature**

\_\_\_\_\_  
**Date**

I, as a parent or guardian, have read, understand, and agree to support the guidelines placed upon my child and family as a participant in the 4-H Interstate Exchange. I understand that if my child or I do not follow the guidelines, it may result in my child's dismissal from the exchange program.

\_\_\_\_\_  
**Parent/Guardian's Signature**

\_\_\_\_\_  
**Date**