



## MICHIGAN 4-H YOUTH DEVELOPMENT CLUB CONSTITUTION



### **Article I. Name**

The name of the Club shall be \_\_\_\_\_  
(the "Club"). The Club shall be organized in the County of \_\_\_\_\_, Michigan. The Club shall be organized as an unincorporated association.

### **Article II. Purpose**

The Club will work with youth to help them grow into productive, contributing members of society. The Club will offer participants educational opportunities for personal learning and growth through club meetings, projects, leadership opportunities, fairs, and other activities. Active participation in the Club will help members develop assets and life skills as well as project content knowledge. The Club is organized exclusively for charitable and educational purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code or the corresponding section of any future federal tax code.

### **Article III. Michigan State University Extension Affiliation**

The Club agrees to comply with all applicable MSU Extension policies and procedures governing Michigan 4-H and agrees that the county 4-H Youth Development staff has all necessary and proper authority to oversee the Club to ensure the Club's compliance. Failure to comply with any MSU Extension policy, procedure, deadline, or directive; federal, state, or local law; or any other reason the county 4-H Youth Development staff deems appropriate, may result in the dismissal of 4-H youth; the dismissal of 4-H volunteers; and/or the disbanding of the Club. MSU Extension is authorized to include the Club in a group tax exemption, and the Club will supply all necessary documentation to ensure the Club's inclusion in a group tax exemption. The Club will meet the standards of usage and protect the 4-H Name and Emblem as set by 4-H National Headquarters. This constitution may not be amended without the written consent of the State Leader for Michigan 4-H Youth Development.

### **Article IV. Membership**

Section A. The Club will follow the current Michigan 4-H policy requirements that define eligibility for membership. Any youth, without regard to race, color, national origin, gender, gender identity, religion, age, height, weight, disability, political beliefs, sexual orientation, marital status, family status, or veteran status.

Section B. Michigan 4-H Youth Development programs are open to young people aged 5 through 19. "4-H age" is determined by a young person's age as of January 1 of the 4-H program year (which runs from September 1 through August 31). Once a young person passes 4-H age 19, they may apply to be a 4-H Volunteer to stay involved in 4-H.

Section C. To become a member, individuals must complete an annual enrollment in 4-H Online with a parent's/guardian's permission and agree to abide by the rules defined by the Club, the Michigan 4-H Program, and the county 4-H program. Members must make a commitment to follow the expectations and values stated in the 4-H Code of Conduct.

### **Article V. Enrollment and Registrations**

Annually, members are required to complete the enrollment process in 4-H Online and other processes in order to participate in 4-H activities and events such as project judging, fairs, clinics, workshops, camps, and awards. It is each member's responsibility to meet the deadline for completion of these processes. Failure to complete the processes in a timely manner may result in non-participation in the activity.

### **Article VI. Leadership**

The Club shall be under the direction and guidance of adult local club leader(s) who are Active Gold-Level Volunteers.

**Article VII. Bylaws, Officers, Elections, Duties and Committees**

The Club may adopt bylaws to provide for the regulation and management of the Club and its members, including the establishment of officers and committees, the procedures to elect and appoint such officers and committees, and the times and places of regular meetings. The bylaws may contain any provision that does not conflict with this constitution, the policies and procedures applicable to 4-H clubs established by MSU Extension, or any law or regulation applicable to the Club.

**Article VIII. Financial Reporting and Responsibilities**

Section A. The Club's fiscal year begins September 1<sup>st</sup> and ends August 31<sup>st</sup>.

Section B. The Club will obtain and maintain its own Employer Identification Number (EIN), also known as a Taxpayer Identification Number (TIN).

Section C. The Club will comply with all financial policies, procedures, and reporting requirements set forth in the Michigan 4-H financial manuals and as set forth in any other policy or procedure established by MSU Extension.

**Article IX. Use of Club Revenue**

Section 501(c) (3) of the Internal Revenue Code prohibits the Club from paying any net earnings beyond reimbursements for the Club's expenses to any of its members, leaders, directors, or officers. Additionally, Section 501(c)(3) prohibits the Club from participating in or taking sides either in political campaigns or in any effort to pass a specific law. The Club will primarily operate for educational purposes. The above limitations are explained in more detail in the following paragraph.

No part of the net earnings of the Club shall inure to the benefit of or be distributable to its members, trustees, officers, leaders, or other private persons, except that the Club shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article II above. No substantial part of the activities of the Club shall be the carrying on of propaganda or otherwise attempting to influence legislation, and the Club shall not participate in or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office. Notwithstanding any other provision of this constitution, the Club shall not carry on any other activities not permitted to be carried on (a) by a corporation or unincorporated association exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or (b) by a corporation or unincorporated association contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

**Article X. Dissolution**

Upon dissolution of the Club, any assets shall be conveyed to MSU Extension. Any such assets not so disposed of shall be disposed of by a Court of Competent Jurisdiction of the county in which the principal office of the Club is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

This constitution has been adopted by the members of \_\_\_\_\_  
on \_\_\_\_\_, 20\_\_\_\_.

Leader Signature \_\_\_\_\_

Print Leader Name \_\_\_\_\_