



COLORADO STATE UNIVERSITY
EXTENSION

December 19, 2017

To: Extension 4-H Youth Development Agents

Re: Citizenship Washington Focus

Jean Glowacki

From: Jean Glowacki, Colorado State 4-H Director

Through the support of the Colorado 4-H Foundation, more than 3,600 4-H members have participated in the National 4-H Citizenship Washington Focus program in Washington, D.C. over the past 42 years. Once again, we will send delegates, volunteers, and agents to this year's CWF program that will be held June 23-June 30, 2018.

The Colorado 4-H Foundation will assist in sponsoring one youth per county with a second delegate allotted to counties with 4-H club enrollment of 1,000 or more youth in 2016/17. The Colorado 4-H Foundation will sponsor approximately one-third of the cost, with the balance paid by the county and/or delegate. Additional delegates will travel at full expense to themselves and/or their county.

The projected cost for this year's trip is approximately \$2,100 per delegate. The county share is \$1,400 for each sponsored trip and \$2,100 for each additional delegate. **Payment is due in the State 4-H office no later than Thursday, March 1, 2018.** Please make the check payable to the Colorado 4-H Foundation. Once this information is completed, counties/individuals are obligated to send a delegate and pay for the trip. Substitutions may be made after March 1, if your selected delegate cannot attend, although it may involve additional costs. Most expenses are nonrefundable.

To assist you with the selection of your CWF delegate(s) please have the eligible member (s) use the **2018 CWF Application Process** through the **4HOnline Event Registration** section and follow Application Procedures for Selecting Delegates document. After your selection has been made, "Confirm member registration" in 4HOnline, which provides verification from the county office/agent that the delegate has electronically signed the CWF Acceptance Process, uploaded a **photo, and payment has been sent** to the State 4-H office. **Electronically signing the acceptance form obligates the individual to participate in CWF from start to finish.**

A CWF orientation will be held via a teleconference in early June. We will contact delegates with specific information as that time draws near.

Please call me or Ellen Butler at 970.491.1152 should you have questions.

JBG/erb