

KEHA Manual

Handbook – Part 2

Contents: This *Handbook* is a reference tool providing specific information about Kentucky Extension Homemakers Association, Inc. (KEHA). This section includes program of work details, instructions for Volunteer Service Unit (VSU) tracking and recognition, specific information related to Cultural Arts exhibits, details and forms for the Homemaker Exchange Program, and details for contests and recognitions for each educational chairperson. The KEHA program of work report forms are included in this section along with their respective programs. A contest and awards chart is included here, as well as the general contest entry form.

NOTE: DUPLICATE THESE PAGES AS NEEDED. THE MOST UPDATED FORMS ARE ALWAYS AVAILABLE IN THE MANUAL ONLINE AT <https://keha.org/manual/>.



KEHA MANUAL

Handbook Table of Contents

NOTE: ALL of the KEHA Manual Handbook is new this year. If you currently use a print copy, the entire document should be replaced. If you have bookmarked specific documents or pages online, please reset your bookmarks and make sure keha.org appears in the URL.

Part 1 – Bylaws, Standing Rules, Credential Forms, Remittance Form, etc.

Creed and Inspiration/Collect	4
Board Directory Information and Area County List	5
KEHA Area Map	6
KY Extension Personnel	7
Articles of Incorporation	8
Bylaws	13
Standing Rules	25
Credentials/Nomination Forms	
Club/County/Area Officer Nomination Form	33
State Educational Chairperson Nomination Form	35
State Officer Nomination Form	37
Bonding Form (Treasurer)	39
Miscellaneous Forms and Reports	
Enrollment Form	40
County/Area Officers Directory Form	41
Expense Voucher	43
Treasurer's Remittance Form	44
Membership Tenure Recognition Report Form	45

Part 2 – Programs of Work, Report Forms, VSUs, Contest Information, etc.

KEHA Reminder Calendar	4
Awards and Contests Deadline/Contact Chart	5
Awards and Contests Cover Sheet	7
Program of Work Guidelines	8
Educational Chairperson Program of Work Planning Form	10
Environment, Housing, and Energy	12
Program of Work	13
Adopt-A-Highway Contest	17
Environment, Housing, and Energy Report Form	18
Family & Individual Development	19
Program of Work	20
Contests and Awards	22
Master Volunteer in Clothing Construction (MCV)	24
Family and Individual Development Report Form	25
Food, Nutrition, and Health	26
Program of Work	27
Contests and Awards	30
Food, Nutrition, and Health Report Form	32
4-H Youth Development	33

Program of Work	34
Contests: Homemakers Support 4-H	37
Interests Questionnaire	39
4-H Youth Development Report Form	40
International	41
Affiliated Organizations	42
Program of Work	43
International Contests and Awards	45
Homemaker Exchange Program	46
International Report Form	49
Management & Safety	50
Program of Work	51
Management and Safety Report Form	55
Leadership Development	56
Program of Work	57
Community Volunteerism Awards	61
Volunteer Service Unit (VSU) Program	62
VSU – Individual Log	67
VSU – County VSU Report	68
VSU – Area VSU Report	70
Leadership Development Report Form	71
Cultural Arts & Heritage	72
Program of Work	73
Cultural Arts and Heritage Passport Contest	75
Creative Writing Contest Guidelines	76
Book List Suggestion Form	78
Cultural Arts Exhibit State Level Rules	79
Criteria for Judging	80
Ribbon Procedures	81
2026-27 Cultural Arts Exhibit Categories	82
Exhibit Category/Sub-Category Clarifications	84
Cultural Arts and Heritage Report Form	89

Part 3 – Scholarships, Grants, State Meeting Materials and Forms

KEHA Scholarships	
Evans/Hansen/Weldon Scholarship	4
KEHA Member Scholarship	9
KEHA Endowed Scholarship at UK	13
KEHA Mini Grants for Study or Research	14
KEHA Development Grants	17
State Meeting Materials	
Learning Session/Workshop Proposal Form	22
Homemaker Showcase Form	24
KEHA State Meeting Responsibilities	25
Voting Delegates Roles and Responsibilities	28

Note: KEHA history information is no longer included in the Handbook and can be found online at <https://keha.org/history/>. Master Farm Homemakers Guild information is at <https://keha.org/master-farm/>.

KEHA REMINDER CALENDAR

July	1st – Club Program of Work Reports are due to County Educational Chairpeople 1st – Volunteer Service unit reports due to county Prepare club organizational materials for the new KEHA year Plan for county and club officer training
August	15th – County Program of Work Reports are due via online forms and a copy of each submission should be sent to the corresponding area chairperson 15th – County VSU reports due to Area Leadership Development Chairperson Plan for Membership Drive Plan for marketing homemakers Hold officer training Hold county council meeting
September	15th – Area VSU reports due to State Leadership Development Chairperson 15th – State Educational Chairperson Program of Work Planning Form is due to KEHA State Advisor
October	15th – KEHA State Meeting Presenter Forms Due Plan for next program year Kentucky Extension Homemakers Week (second full week) 31st – Names of Area Officers and Educational Chairpeople to be sent to State President and KEHA Advisor 31st – State Officer, State Educational Chairperson, and Area Annual Reports sent to KEHA State Advisor electronically
November	15th – Due date for 990N (e-postcard) or 990 tax return for 501(c)(3) groups with fiscal year ending June 30 KEHA Fall Board Meeting
December	Mail dues by December 15 (Delinquent after December 31) 1st – Membership dues due to county treasurer 15th – County dues due to State KEHA Treasurer and Area Treasurer 31st – State dues delinquent if not paid by this date (lose voting rights at State Meeting) 31st – Membership Recognition Report due to Area President or Vice President
January	15th – Updates for Newsletter Database are due (agents) 31st – Area Membership Recognition Report due to KEHA 2nd Vice President
March	1st – Contests, awards, grant applications, scholarships, etc., for KEHA state meeting due KEHA Spring Board Meeting
April/ May	Registration due for KEHA State Meeting KEHA State Meeting
May	15th – Due date for 990N (e-postcard) or 990 tax return for 501(c)(3) groups with fiscal year ending December 31
June	30th – KEHA program year ends

AWARDS AND CONTESTS DEADLINE/CONTACT CHART

CATEGORY	NAME OF CONTEST	FORMS and/or REQUIREMENTS	DEAD LINE	AWARD	CONTACT PERSON
Leadership Development	Volunteer Service Units (VSUs)	<i>See Handbook Part 2 – Pages 62-70</i>	Club-July 1 County-Aug. 15 Area-Sept. 15	Gift Card (1 st) Certificate (2 nd & 3 rd) (Per category)	Carmela Ballard 7505 Wurth Rd. Paducah, KY 42001 Carmelaballard@hotmail.com
	Community Volunteerism Award	<i>See Handbook Part 2 – Page 61</i>	March 1	Gift Card (1 st) Certificate (2 nd & 3 rd)	
	KEHA Scholarship Contributions and Local Scholarship Awards	<i>See Handbook Part 2 – Page 59</i>	Club-July 1 County-Aug. 15; December 15 (with dues)	Gift Card (1 st) Certificate (2 nd & 3 rd)	
Family & Individual Development	Journeys to Wellness – Connecting Through Community & Travel	<i>See Handbook Part 2 – Page 22-23</i>	March 1	Gift Card (1 st) Certificate (2 nd & 3 rd)	Amelia Godfrey 625 Main St. Apt. 102 Paintsville, KY 41240 Meme6968@yahoo.com
Cultural Arts & Heritage	Creative Writing/Poetry (1 entry/person)	<i>See Handbook Part 2 – Pages 76-77</i>	March 1	Gift Card (1 st) Certificate (2 nd & 3 rd)	Cindy Moore 2707 Sunnyside Road Eminence, KY 40019 502-706-0579 cjrn1@bellsouth.net
	Creative Writing/Memoirs (1 entry/person)		March 1	Gift Card (1 st) Certificate (2 nd & 3 rd)	
	Creative Writing/Short Story (1 entry/person)		March 1	Gift Card (1 st) Certificate (2 nd & 3 rd)	
	Cultural Arts & Heritage Passport	<i>See Handbook Part 2 – Page 75</i>	July 15	\$50 prize (1 st) Certificate (2 nd & 3 rd)	
International	Most Coins Collected: • Coins for Change • KY Academy/Ghana	<i>See Handbook Part 2 – Page 45</i>	December 15 (with dues)	Gift Card (1 st) Certificate (2 nd & 3 rd) (per contest)	Marilyn Watson 122 Silver Laurel Ct. Greenville, KY 42345 MarilynW1315@gmail.com
	International Projects and Programs Award		March 1	Gift Card (1 st) Certificate (2 nd & 3 rd)	
Environment, Housing & Energy	Adopt-A-Highway Award	<i>See Handbook Part 2 – Page 17</i>	March 1	Gift Card (1 st) – county with most miles and most miles as % of membership Certificate (2 nd & 3 rd)	Maryloretto Resing 11701 Mapletree Pl. Independence, KY 41051 MLresing@fioptics.com

AWARDS AND CONTESTS DEADLINE/CONTACT CHART, *CONTINUED*

CATEGORY	NAME OF CONTEST	FORMS and/or REQUIREMENTS	DEADLINE	AWARD	CONTACT PERSON
Food, Nutrition, & Health	Ovarian Cancer Financial Contributions	<i>See Handbook Part 2 – Page 30</i>	December 15 (with dues)	Gift Card – Largest amount & largest amount per member Certificates – 100% participation; over \$1,000; & one-time gift over \$500	Charlinda Fugate 94 Poplar Ave. Hazard, KY 41701 cfugate@mail.com
	First-time Ovarian Cancer Screenings – County Award		Club-July 1 County-Aug. 15	Gift Card (1 st) Certificate (2 nd & 3 rd)	
	Ovarian Cancer Fundraising Contest		March 1	Gift Card (1 st) Certificate (2 nd & 3 rd)	
	Let No Child or Senior Go Hungry Contest	<i>See Handbook Part 2 – Page 31</i>	March 1	Gift Card (1 st) Certificate (2 nd & 3 rd)	
	Global Foods Contest		March 1	Gift Card (1 st) Certificate (2 nd & 3 rd)	
4-H Youth Development	Innovative Partnership Project	<i>See Handbook Part 2 – Pages 37-38</i>	March 1	Gift Card and \$50	Peggy Tracy 241 Bethlehem Road Paris, KY 40361-2404 859-749-1755 peggytracy44@gmail.com
	Volunteer Hours for 4-H (club, county, area)		March 1	Certificate and small gift	
	4-H Camp Scholarships (club, county, area)		March 1	Certificate and small gift	
Membership Recognition	Membership Increase (Based upon dues submitted in December)	https://keha.org/membership-campaigns/	December 15 (with dues)	Certificate for counties with 25 new members. Gift Card (1 st) and certificates (2 nd & 3 rd) highest increase by number & percentage.	Martha E. Colley 204 Desert Inn Ct. Hopkinsville, KY 42240 270-839-1531 cell marthaky3@live.com
	Membership Tenure Recognitions (50, 60, 65, 70 and 75 years)	<i>See Handbook Part 1 – Page 45</i>	Dec. 31 counties Jan. 31 areas	Listed in the KEHA State Meeting Program.	

NOTE: Management & Safety - No contest will be conducted in 2026-2027.

KEHA STATE AWARDS AND CONTESTS COVER SHEET

Due March 1

This form must be sent for each entry submitted to the state for judging.

Please submit your contest entry to the appropriate educational chairperson according to the rules and instructions noted on the contest description.

Name of contest entered _____

Category entered (check one): _____ Individual _____ Club _____ County _____ Area

County _____

Area _____

Contact Person _____

Address _____

Phone _____

Email _____

KEHA EDUCATIONAL PROGRAM OF WORK GUIDELINES

Who: The *KEHA Educational Program Chairperson*, an assigned *State Advisor*, along with the *Statewide Advisory Committee*.

The KEHA Chairperson is an elected position while the State Advisor is appointed by the Assistant Director for Family & Consumer Sciences and/or State KEHA Advisor. The Statewide Advisory Committee is composed of the fourteen (14) Area Educational Program Chairpeople.

Frequently the State Advisor is a state specialist or Extension associate. In some instances, there will be one or more additional specialists and/or associates with whom the advisor will work, requesting information, programming help or lesson assistance—i.e.; *Foods, Nutrition & Health* involves all of the Foods & Nutrition Specialists as well as all of the Health Specialists. The statewide Advisory Committee serves as an advisory group to help plan, carry out and evaluate the Program of Work.

The KEHA Educational Program Chairperson and the Advisor are expected to *communicate and work* as a team. The Statewide Advisory Committee meets with the Educational Program Chairperson and the State Advisor at the annual KEHA State Meeting and at other called meetings as needed.

What: The major responsibility of the KEHA Educational Program Chairperson is to *develop and implement a 3-year Program of Work* (POW) with the help and advice of the Statewide Advisory Committee (Area Educational Program Chairpeople) and the State Advisor. The second activity is to plan and conduct the respective Chairperson Training session at the annual KEHA State Meeting.

The POW *may* focus on one aspect/segment of the Chairperson's total responsibility, but is responsible for disseminating and sharing information about all of the topics under that heading—i.e.; Family & Individual Development Chairperson handles the subject matter areas of family life as well as clothing and textiles. Chairpeople and advisors *must* find a way to incorporate and share programming materials, lessons, and other issues from *all the subject matter areas they represent*. The focus of the POW should be on outcomes-based programming with established goals and objectives. Strong connections to the Family and Consumer Sciences Extension strategic plan are encouraged.

When: Following the election of a new State Educational Program Chairperson, the advisor takes the lead in contacting the incoming Chairperson to arrange for a meeting to get acquainted and to work on the new POW soon *after the annual KEHA state meeting*.

The incoming/new Chairperson is elected during the second year of the 3-year Program of Work. This allows the new/incoming Chairperson an opportunity to meet with the advisor, get advice or suggestions from the Statewide Advisory Committee, and put together a *new* 3-year plan. The new POW is developed during the summer and fall following the annual meeting. Initial ideas are shared during the *Fall Board Meeting*. The proposed plan should be final and complete by spring as a copy of the proposed plan is to be shared with the KEHA Board at the *Spring Board Meeting*. This is simply an opportunity for the Board to preview the new Program of Work. No vote is needed nor taken on the plan unless it includes new or revised contests. All contests must be approved by the board.

The *new POW is introduced to the KEHA Statewide Advisory Committee* (Area Educational Program Chairpeople) and all other individuals who attend the KEHA Chairperson Training session *the following year after election*. The new POW begins the following program year in July. However, evaluation information will continue to be collected and reported on the outgoing POW for one or more years.

Where: Since the elected State Educational Program Chairperson can be from any one of the 120 counties across the Commonwealth, times and opportunities to work on a new POW must be arranged in cooperation with their assigned State Advisor. It is the responsibility of both parties to be creative in establishing a time to meet (face-to-face, conference call, virtual meeting, etc.) and begin the new POW process

Why: The KEHA Educational Program of Work provides the perfect opportunity to give direction to learning by stating *educational goals, activities, and lessons* for Homemakers. KEHA is about improving “the quality of life for families and communities through leadership development, volunteer service, and education in cooperation with the Kentucky Cooperative Extension Service.” By focusing on a specific topic, information can be targeted and accomplishments measured. Topics to be studied should be chosen with great care, taking into consideration the full representation in the Kentucky Extension Homemakers Association as well as the strategic plans, goals and objectives of Family and Consumer Sciences Extension.

All POWs should contain sufficient breadth to allow every club the opportunity to explore in depth a *relevant, timely topic* resulting in information useful to its members regardless of race, color, age, gender, religion, disability, or national origin.

How: *The Program of Work should come about through teamwork.* Ideas should flow from the grassroots—individual members—to the Statewide Advisory Committee. The Statewide Advisory Committee is composed of the Area Chairpeople. Area Chairpeople should discuss and share topics with the State Educational Chairperson and State Advisor who carefully work together to *craft* the POW. Time for this discussion is built into the State Chairperson Workshops held at the annual state meeting. However, the conversation should continue via a variety of communications channels, including phone, email, and social media (when applicable).

EDUCATIONAL CHAIRPERSON PROGRAM OF WORK PLANNING FORM

This form is intended to help new KEHA state Educational Chairpeople develop their three-year Program of Work (POW). Chairpeople should meet with their chairperson advisors to review their POW plans and ideas and to receive support regarding available resources that University of Kentucky Cooperative Extension may be able to provide. You also may wish to seek input from the area educational chairpeople in your designated program area.

Please submit this form to the 1st Vice President and to the KEHA State Advisor by Sept. 15.

KEHA Program Area:

- ☐ Cultural Arts and Heritage
- ☐ Environment, Housing, and Energy
- ☐ Family and Individual Development
- ☐ Food, Nutrition, and Health
- ☐ Leadership Development
- ☐ Management and Safety
- ☐ International
- ☐ 4-H Youth Development

Situation Statement: (What is the situation or problem that the plan will address? Are there statistics or data to show the need?)

Overall Program Goal: (What do I hope my program will accomplish?)

Expected Outcomes: (What do I most want people to learn or do after participating?)

As you think of possible lesson topics, consider your goals and objectives, as well as activities that might reinforce those goals and objectives. These items should be listed in the Program of Work. Please refer to the KEHA Education Program of Work Guidelines in the KEHA Handbook and the Program of Work Format page that is shared during the transition meeting.

Choose one:

☐ **POW Option 1 – One Lesson Per Year Approach:**

Year 1 Topic:

Year 2 Topic:

Year 3 Topic:

___ **POW Option 2 – Overall Three-Year Focus / A La Carte Approach:**

- Recommend several existing lessons and resources to choose from.
 - _____
 - _____
 - _____
 - _____
 - *(type additional lines here or attached additional page)*
- Recommend possible guest speakers. (Keep in mind that availability should be a consideration statewide.)
 - _____
 - _____
 - _____
 - _____
 - *(type additional lines here or attached additional page)*
- Recommend activities and/or contests related to the goals and objectives.
 - _____
 - _____
 - _____
 - _____
 - *(type additional lines here or attached additional page)*

Submitted by Name: _____ Date: _____
Email: _____

ENVIRONMENT, HOUSING, AND ENERGY

This educational focus area deals with the environment in which we live to include issues related to housing, energy, and environmental concerns. When planning and preparing a new program of work, you can use the following list for ideas.

- Promote and encourage the observance of special events and designated celebrations such as Radon Awareness Month (January), Commonwealth Clean-up week (4th week in March), Arbor Day (1st Friday in April), Earth Day (April 22), KY Water Awareness month (May), Indoor Air Quality Month (October), America Recycles Day (November 15), etc.
- Use current information and recommended techniques related to landscaping plants, gardening, and wise management and use of chemicals.
- Provide the latest research-based information on home construction or maintenance that addresses energy efficiency in structures, supplies, septic systems, heating and cooling systems, etc.
- Provide latest information on design trends (lighting, color, furniture) to best utilize space and maximize savings, both monetary and for our environment.
- Encourage the application of universal design principles for new and remodeled homes to include all clientele (physically and mentally challenged, various age groups, etc.).
- Promote activities and programs that protect our health as well as the environment such as recycling, water conservation, reduced use of household and gardening chemicals, energy conservation, etc.
- Become more aware of our natural resources and how these can be maintained for future generations.
- Increase your knowledge of how environmental conditions, both indoors and outdoors, impact human health, especially the health of children and older persons. Learn steps you can take to reduce environmental health risks.
- Become more knowledgeable about your local, state, and federal laws that govern the environment in which you live. Some of these that impact you include: Safe Drinking Water Act, Burning Laws, Clean Air Act, Kentucky Agricultural Water Quality Act, and the Forest Conservation Act.

KEHA Environment, Housing, and Energy Chairperson – 2026 to 2029

Maryloretto Resing
11701 Mapletree Pl.
Independence, KY 41051
859-743-9412
MLresing@fioptics.com

ENVIRONMENT, HOUSING, AND ENERGY

Program of Work for 2024-2027

Emphasis One 2024-2025

TITLE: Indoor Air Quality: Sources and Effects on Our Health

Goal: The goal of this lesson is to raise awareness and knowledge about indoor air quality, pollutant sources and their health effects, and steps to improve indoor air quality.

Objectives:

1. Define indoor air quality.
2. Identify indoor air pollutants and how they affect air quality.
3. Identify indoor air pollutants and how they affect health.
4. Identify one action that will improve indoor air quality.

Resources:

- Lesson titled “Indoor Air Quality: Sources and Effects on Our Health” includes these contents:
 - Publication – HSW-HMS.004 Indoor Air Quality: Sources and Effects on Our Health
 - Facilitator’s Guide
 - PowerPoint
 - Evaluation
 - Marketing Tools

Emphasis Two 2025-2026

TITLE: Indoor Mold & Mildew

Goal: The goal of this lesson is to raise awareness and knowledge about sources of mold and mildew, how to deal with it, and the effects it can have on people’s health.

Objectives:

1. Define indoor mold and mildew.
2. Identify sources and conditions that can lead to indoor mold and mildew.
3. Identify solutions to treat mold and mildew in the home.
4. Identify how mold and mildew can affect one’s health.

Resources:

A. Local Guest Speaker

Have someone from the county public health department present on mold and mildew.

B. Extension Resources:

Share information from the Kentucky Extension publication:

- Clean It Healthy Publication: <http://www2.ca.uky.edu/agcomm/pubs/fcs4/fcs4412/fcs4412.pdf> (Mold and Mildew is one of the sections in this publication.)
- Exclusive: Mold Prevention and Removal:
- <https://exclusives.ca.uky.edu/2019/fcs/mold-prevention-and-removal>

C. Government Resources:

Share information from the following government sites:

- KY Cabinet for Health: <https://www.chfs.ky.gov/agencies/dph/dphps/emb/Pages/mold.aspx>
- KY Environment and Energy Cabinet: <https://eec.ky.gov/Environmental-Protection/Air/Pages/Mold.aspx>
- EPA: <https://www.epa.gov/mold>
- Center for Disease Control (CDC): <https://www.cdc.gov/mold-health/about/index.html>

Emphasis Three 2026-2027

TITLE: The Art of Reusing

Goal: The goal of this lesson is to raise awareness and knowledge about the “reuse” portion of Reduce, Reuse, and Recycle. The “3 R’s” of recycling are the foundational principles of sustainable waste management, according to the U.S. Environmental Protection Agency. These practices conserve natural resources and minimize landfill waste. Recycling efforts may vary by region, but anyone anywhere can help to reduce and reuse.

Objectives:

1. Help prevent reusable items from going into landfills.
2. Identify existing items that can be reused rather than buying new.
3. Identify items that can be repurposed into something new.
4. Celebrate Earth Day or America Recycles Day to raise awareness.

Resources:

A. Extension Resources:

Share information from Kentucky Extension:

- MoneyWiSe article: *Reduce and Reuse to Save Money*
 - <https://keha.org/environment-housing-and-energy/>
- Plant and Soil Sciences Publication: *Household Waste Management: Reuse*
 - <https://water.mgcafe.uky.edu/sites/water.ca.uky.edu/files/henv102.pdf>
- UK Solid Waste Management website: <https://water.mgcafe.uky.edu/solidwaste>
- Linds about food reuse and composting:
 - <https://fcs.mgcafe.uky.edu/publications/reduce-food-waste-feed-people-not-landfills>
 - <https://publications.mgcafe.uky.edu/files/id192.pdf>
 - <https://publications.mgcafe.uky.edu/files/NEP233.pdf>
 - <https://winwin.mgcafe.uky.edu/>

B. Environmental Holidays:

Celebrate or share information about the following environmental “holidays.”

- Earth Day – April 22
- America Recycles Day – November 15

C. “Reuse” Project Ideas:

Complete one of these projects using and repurposing existing materials:

- Turn plastic grocery bags into crocheted sleeping mats.
 - Instructions from University of Arkansas Cooperative Extension Service: <https://www.uaex.uada.edu/life-skills-wellness/extension-homemakers/extension-homemakers-blog/posts/Crochet%20a%20Plastic%20Sleeping%20Mat%202.pdf>
- Turn T-shirts into no-sew tote bags.
 - Instructions from Perry County Extension: <https://keha.org/environment-housing-and-energy/>
 - Instructions from U.S. National Oceanic and Atmospheric Administration: <https://marinedebris.noaa.gov/shop-waste-free-reusable-t-shirt-bags>
 - Instructions from LSU Extension: <https://www.lsuagcenter.com/articles/page1589216135673>
- Turn animal feed bags into a reuseable shopping bag or tote.
 - Instructions from Brevard Zoo: <https://brevardzoo.org/wp-content/uploads/tote-bag-pattern.pdf>
- Make a journal from paper bags and record your thoughts on nature.
 - Instructions from Michigan 4-H Nature Connections: <https://www.canr.msu.edu/resources/making-a-paper-bag-journal-nature-journaling>

D. Local Guest Speaker

Have someone from the local sanitation department present about any available local recycling programs.

Additional Environment, Housing, and Energy Lessons Available

TITLE: Radon in Kentucky

Goal: The goal of this lesson is to raise awareness about radon in Kentucky and its negative health effects.

Objectives:

1. Define radon and its prevalence in Kentucky.
2. Understand radon's effect on health, especially when combined with smoking and lung cancer cases in Kentucky.
3. Learn how to test and mitigate in homes and other buildings.

Resources:

- Lesson titled "Radon in Kentucky" includes these contents:
 - Publication – HSW-HS.001: Radon in Kentucky
 - Facilitator's Guide
 - PowerPoint
 - Evaluation
 - Resource List

TITLE: Carbon Monoxide: Exposure and Prevention

Goal: The goal of this lesson is to raise awareness and knowledge about carbon monoxide, its negative health effects, and steps of prevention.

Objectives:

1. Define carbon monoxide and its sources.
2. Understand symptoms of carbon monoxide exposure and its effects on health.
3. Learn how to test for and detect carbon monoxide in homes and buildings.

Resources:

- Lesson titled "Carbon Monoxide: Exposure and Prevention" includes these contents:
 - Publication – HSW-HMS.002 Carbon Monoxide: Exposure and Prevention
 - Facilitator's Guide
 - PowerPoint
 - Evaluation
 - Marketing Tools
 - Activity
 - Activity Answer Key

NOTE: Additional lesson materials may be available on home safety/emergency preparedness. Ask your county FCS agent.

ENVIRONMENT, HOUSING AND ENERGY AWARDS

Adopt-A-Highway Contest

Goal: To encourage homemaker members to participate in community beautification efforts through participation in the Adopt-A-Highway program from the Kentucky Department of Transportation.

Because the Department of Transportation will post a sign at each adoption site, this will also be an effort to promote KEHA. **Name listed to appear on sign should be: Kentucky Extension Homemakers Association – XXX County or Kentucky Extension Homemakers Association – XXX Club.**

All counties and clubs fully participating in the Adopt-A-Highway program will be recognized at the KEHA Annual Meeting. A gift card will be given to the county adopting the most miles and the county adopting the most miles as a percentage of membership.

To enter send the following information: (Incomplete entries will not receive recognition.)

- 1) Photos of highway sign(s)
- 2) A copy of the AAH report form for each clean up date:
<https://transportation.ky.gov/AdoptaHighway/Documents/Adopt-a-Highway%20Program%20Cleanup%20Survey.pdf>
- 3) Before and after clean up photos for each clean up date

Environmentally friendly electronic entries with digital photos are encouraged, however paper entries may be submitted.

Entries are due by March 1. Please send to:

Maryloretto Resing
11701 Mapletree Pl.
Independence, KY 41051
859-743-9412
Mrresing@fioptics.com

Environment, Housing, and Energy Program of Work Report
For data collected July 1, 2026, to June 30, 2027

Name of person completing this form: _____	
Phone: _____	Email: _____
For CLUB reports: Club reports are due to the County Environment, Housing, and Energy Chairperson by July 1, 2027 .	
Club Name: _____	
For COUNTY reports: County reports are due via online surveys by August 15, 2027 . The surveys will be available at https://keha.org/reports/ by July 1, 2027. A copy of the submission should be mailed to the Area Environment, Housing, and Energy Chairperson by August 15, 2027.	
County: _____	Number of Clubs reporting: _____

Environment, Housing & Energy

1. **Number of members** who took actions related to environment, housing, and energy:
 - a. Had a lesson on indoor air quality? _____
 - b. Took steps to improve their indoor air quality? _____
 - c. Had a lesson on indoor mold and mildew? _____
 - d. Took steps to prevent or reduce indoor mold and mildew? _____
 - e. Had a lesson on reusing and repurposing items? _____
 - f. Actively identified items and then reused or repurposed them into something new? _____
 - g. Had a lesson on home safety/emergency preparedness? _____
 - h. Have emergency preparedness kits? _____
 - i. Have taken steps to make their homes safer? _____
 - j. Have tested for radon in their homes during this reporting year? _____
 - k. Have a carbon monoxide detector in the home? _____
 - l. Coordinated a program with Waste Management Offices in their county? _____
 - m. Initiated or participated in an Adopt-A-Highway project: _____
2. What topics/areas of Environment, Housing and Energy would your club/county be interested in learning more about?
3. Please share a one paragraph description of an environment, housing and/or energy program conducted by your club/county. (Use back of page if needed.)

FAMILY AND INDIVIDUAL DEVELOPMENT

Program of Work for 2025-2028

Topic: Mental Health Through the Ages

Family and Individual Development will spend 2025-2028 focusing on mental health across the life span. The lessons and contests will highlight why mental health matters and draw attention to symptoms of mental health concerns and resources that are available to help with mental well-being. This work supports the national affiliate's new program of focus: *Mental Health Awareness and Well-Being*. The goal is to increase community awareness through education programs, mental health first aid trainings, community events, partnering with other organizations, and fundraising.

Overall objectives:

- Highlight why mental health matters
- Understand signs or symptoms of mental health concerns
- Know where/how to find resources to help with mental well-being (help coping)
- Know NVON's Eight Dimensions of Wellness

Possible Activities:

- Teach the recommended lesson for the year.
- Distribute Extension information and resources on mental health.
- Share one or more of the NVON Eight Dimensions of Wellness.
- Visit a senior center or nursing home. Sit and talk. Play Bingo with prizes. Lead a class or make a craft. Participate in an activity or provide them with a small gift.
- Ideas for small gifts or crafts: corsages, handkerchiefs, ornaments, keychains, necklaces, pottery kits, rainmaker kits, bookmarks, etc.
- Make and distribute Homemaker "Survival Kits" – see example at <https://keha.org/family-and-individual-development/>.
- Celebrate national Cheer Up the Lonely Day on July 11. Plan an event, send a card, or call someone to check in on them.
- Participate in a health fair. Hand out information and talk with others.
- Partner with the local health department or library to join in on programs they offer.

Feel free to contact me if you would like ideas or details on these suggestions!

KEHA Family and Individual Development Chairperson – 2024-2027

Amelia Godfrey
625 Main St. Apt. 102
Paintsville, KY 41240
931-561-8012
Meme6968@yahoo.com

Supporting NVON

This Program of Work supports KEHA's national affiliate, the National Volunteer Outreach Network, Inc. (NVON). Their new program of focus is Mental Health Awareness and Well-Being (<https://www.nvon.org/mental-health-awareness/>). NVON wants to “Break the Stigma, Ignite Hope, and reinforce that Mental Health Matters” (theme for 2025-2027 projects). Specifically, their goal is to increase community awareness through education programs, mental health first aid training, community events, partnering with other organizations, and fundraising.

NVON highlights Eight Dimensions of Well-Being which support holistic health and wellness when interconnected. Learning about these dimensions also can help people choose health and wellness and make health and well-being a habit and priority.

NVON's Eight Dimensions of Well-Being are:

1. Physical Wellness
2. Emotional Wellness
3. Social Wellness
4. Intellectual Wellness
5. Environmental Wellness
6. Spiritual Wellness
7. Occupational Wellness
8. Financial Wellness

Emphasis One 2025-2026

TITLE: Mental Health Matters

Mental health is important for overall health at every life stage—from childhood through older adulthood. It includes emotional, psychological, and social well-being and affects how a person thinks, feels, and behaves. This lesson will highlight why mental health matters and draw attention to symptoms of mental health concerns and resources that are available to help with mental well-being.

Lesson Goal: Improve mental health and well-being.

Objectives:

1. Differentiate between mental health and mental illness.
2. Identify risk factors and signs of mental illness.
3. Examine strategies to support mental and emotional health.
4. Compile mental health resources for help.

Resources:

Lesson titled “Mental Health Matters” includes these contents:

- Health Bulletins
- Facilitator's Guide
- Mental Health Bingo Worksheet
- Evaluation

Emphasis Two and Three 2026-2028

Emphasis Two and Three are currently in development. Check the Family and Individual Development Chairperson website later for details.

<https://keha.org/family-and-individual-development/>

2nd Focus: Mental Health and Youth (kids, teens, and young adults)

Identifying signs of mental health concerns in young people.

Protecting mental health in young people.

Supporting parents and caregivers of young people with mental health concerns.

Identifying proper resources.

3rd Focus: Mental Health and Adulthood (including old age)

Identifying signs of mental health concerns in adults.

Protecting mental health across adulthood and old age.

Supporting adults and older adults.

Identifying proper resources.

For more information, resources, or assistance with website access, contact your county Family & Consumer Science Agent.

FAMILY AND INDIVIDUAL DEVELOPMENT CONTESTS AND AWARDS

Did you know that friendly competition can positively impact mental health? Participating in contests can enhance self-esteem, build confidence, increase life satisfaction, and validate hard work. Planning activities, anticipating experiences, and reflecting on meaningful connections all contribute to overall well-being.

Contest 2026–2028: Journeys to Wellness – Connecting Through Community & Travel

The Family and Individual Development KEHA contest encourages members to support mental health through meaningful travel experiences or community engagement. Participants may choose to explore new places or host an event that strengthens community well-being.

Participation Options

Participants must complete **one** of the following:

Option 1: Community Health Fair

- Plan and host a community health fair focused on wellness, education, or mental health support

Option 2: Community or Travel Visits

- Complete a **minimum of two (2) day trips**

Suggested Locations (not limited to):

- Rest homes or senior centers
- Children’s hospitals
- Boys & Girls Clubs
- Libraries
- Community centers or youth centers
- YMCA
- Family Resource Centers

Submission Requirements

Participants must provide:

- A description of each activity or location visited
- Details of **what was done** during each visit or event
- Reflections on **what was learned** from the experience
- Photos documenting participation and activities

Format Requirements

- Maximum of **five (5) pages total**
- Pages may include photos and news articles
- All activities or trips must be included within the five pages
- Entry must be **bound** (bound may include neatly assembled folders or binders)

Deadline

- Postmarked by **March 1**

All Entries Must Include

- Cover sheet found in the KEHA Handbook, Part 2 – Page 8
- Bound entry (folder or binder acceptable)
- No email entries

Mail Entries To:

Amelia Godfrey
625 Main St., Apt. 102
Paintsville, KY 41240

Questions:

Contact Amelia at **931-561-8012** or **Meme6968@yahoo.com**

Awards

Awards will be presented at the KEHA State Meeting:

- **First Place:** Gift card
- **Second and Third Place:** Certificate

KENTUCKY MASTER VOLUNTEER (MCV) IN CLOTHING CONSTRUCTION PROGRAM

KEHA Family and Individual Development also supports the Kentucky Master Volunteer in Clothing Construction (MCV) Program and provides a member of the MCV Steering Committee.

The MCV Program was established in 1990 to provide support for the Cooperative Extension Service's tradition of utilizing volunteers to positively impact the lives of Kentuckians. The MCV Program provides ongoing, in-depth educational opportunities for adult volunteers enrolled in the Program. Volunteers with sewing experience apply to the Master Clothing Volunteer Program and qualified, accepted applicants are required to commit to yearly training and teaching on behalf of Cooperative Extension. An emphasis on leadership development allows the Master Clothing Volunteers to assist Extension professionals in planning, carrying out, and evaluating programs related to sewing. Ideally, Master Clothing Volunteers also may be members of the Kentucky Extension Homemakers Association, as this supports our interdepartmental outreach. The Kentucky Extension Homemakers Association generously provides monetary support to the MCV Program to offset the cost of the annual MCV Training. More information about the Master Clothing Volunteer Program is available on the MCV website at

<https://fcs.mgcafe.uky.edu/areas-focus/building-leadership-capacity/master-clothing-volunteer-program>.

Family and Individual Development Program of Work Report
For data collected July 1, 2026, to June 30, 2027

Name of person completing this form: _____	
Phone: _____	Email: _____
For CLUB reports: Club reports are due to the County Family and Individual Development Chairperson by July 1, 2027 .	
Club Name: _____	
For COUNTY reports: County reports are due via online surveys by August 15, 2027 . The surveys will be available at https://keha.org/reports/ by July 1, 2027. A copy of the submission should be mailed to the Area Family and Individual Development Chairperson by August 15, 2027.	
County: _____	Number of Clubs reporting: _____

Lessons and Overall Goals

Number of members who:

1. _____ Participated in the Mental Health Matters lesson.
2. _____ Know the difference between mental health and mental illness.
3. _____ Can identify risk factors of poor mental illness.
4. _____ Can identify signs or symptoms of poor mental illness.
5. _____ Have identified local resources that support mental health
6. _____ Intend to make mental health self-care a priority.
7. _____ Intend to support someone else with mental health needs.
8. _____ Intend to complete mental health first aid training and/or QPR training.
9. _____ Have *participated* in an FID contest this year (even if not complete/submitted).

Activities

Number of members who:

10. _____ Taught a mental health lesson.
11. _____ Distributed Extension information/resources on mental health (separately from the lesson).
12. _____ Shared one or more of NVON's Eight Dimensions of Wellness.
13. _____ Visited a senior center or nursing home.
What did you do during your visit? _____
14. _____ Made a small gift or craft for someone. How many did you distribute? _____
15. _____ Made and distributed Homemaker "survival kits." How many did you distribute? _____
16. _____ Participated in a health fair.
17. _____ Celebrated national Cheer Up the Lonely Day on July 11.
18. _____ Partnered with the local health department.
19. _____ Partnered with the local library.
20. Is there any other organization or group you partnered with to share this message?

-
21. If your club/county has conducted any Family and Individual Development programs NOT listed above, please share details.

FOOD, NUTRITION, AND HEALTH

All educational chairpeople are expected to work together to integrate their programs of each when possible. The subject area deals with one's health, nutrition, and food. The chairpeople should be aware of the following when planning their program of work.

- Use current information for food preservation and food safety techniques to stretch food dollars
- Provide research-based information on healthy foods and their impacts on health
- Conduct programs that contribute to improving nutrition and health for individuals, families, and communities
- Become more aware of opportunities to serve in our communities that focus on nutrition, physical activity, health, and wellness
- Increase health literacy for chronic diseases prevention by knowing health numbers (e.g., blood pressure, cholesterol), family history, and health screenings schedule (e.g., ovarian cancer screenings)
- Promote the University of Kentucky Ovarian Cancer Research Fund program with increased donations and participants
- Reduce chronic disease prevalence through healthy lifestyle choices

Some programs available at your County Extension Offices include:

- Champion Food Volunteer
- Eating for Health
- Food Preservation
- Food Safety
- Making Healthy Lifestyle Choices
- Taking Ownership of Your Diabetes
- Weight the Reality Series
- The Mind/Body Connection
- Healthy Homemakers

KEHA Food, Nutrition and Health Chairperson – 2026-2029

Charlinda Fugate
94 Poplar Ave.
Hazard, KY 41701
606-438-2369
cfugate@mail.com

FOOD, NUTRITION, AND HEALTH

Program of Work 2024-2025

Title and Theme: Let No Child or Senior Go Hungry

Goal: KEHA members will increase their awareness of how many children and elderly go hungry every day, and how to help them find agencies for assistance.

Objectives:

- Learn and apply skills to become more involved in the "backpack" program.
- Increase knowledge of the elderly that go hungry and how to help them go to the proper agencies.
- Learn about "My Plate" and "My Plate for Seniors."
- Encourage "Blessing Boxes" to be placed near churches in your county.

Lessons/Activities

- Learn about "My Plate for Seniors." <https://www.nutritionletter.tufts.edu/healthy-eating/myplate-for-older-adults-eat-right-for-your-age/>
- Learn about "My Plate." The Dietary Guidelines for Americans, 2020-2025. myplate.gov
 - Learn how to make My Plate work for you.
- Learn how to make easy, low-cost recipes. Make one of these recipes and share with your club.
- Join Bingocize in your county to be physically healthy.
- Join a gym in your area to exercise for better health.
- Look into "Silver Sneakers" programs.
- Encourage your club on all the other clubs to see that Blessing Boxes are all over your county.
 - Directions for building a Blessing Box: <https://www.woodshopdiaries.com/how-to-build-a-blessing-box-community-donation-box/>

Additional Resources:

- Free Government benefits: <https://www.fns.usda.gov/snap/state-directory>
- SNAP Supplemental Nutrition Assistance Program <https://www.fns.usda.gov/snap/supplemental-nutrition-assistance-program>
- TEFAP The Emergency Food Assistance Program: <https://www.benefits.gov/>
- What not to put in Blessing Boxes or Homeless Bags <https://ofhsoupkitchen.org/>
- Guidelines for filling a Blessing Box - Nourish together <https://www.nourishtogether.org/>
<https://foodforthepeople.org/>

FOOD, NUTRITION, AND HEALTH

Program of Work 2025-2026

Theme: "Travel Kentucky from Your Kitchen"

Goal: For homemakers to learn about different areas of Kentucky

Objectives:

- Identify areas of Kentucky and what foods identified with them.
- As a club or county, pick one of the areas and make the food from that area.
- Learn how to safely preserve your foods.
- Continue filling "Blessing Boxes" in your county.

Lesson/Activities

- Come to your monthly "Lunch and Learn." If not in your county, discuss with your agent.
- Attend canning and preservation classes.
- Continue placing "Blessing Boxes" in your county.
- Play a matching game with foods and the area in which they are popular.
- To help you find foods and where they were produced: <https://www.thespruceeats.com/> and <https://www.onlyinyourstate.com/>.

FOOD, NUTRITION, AND HEALTH

Program of Work 2026-2027

Title and Theme: Global Foods

Goal: KEHA members will learn about a country, prepare a dish, and work with others.

Objectives:

- Learn about other countries, their foods, and customs.
- Continue filling your Blessing Boxes.
- Continue to raise money for Ovarian Cancer.

Lessons/Activities:

- Choose from among six countries: Germany, Ireland, Greece, France, Italy, Mexico, or India.
- Identify common eating patterns and habits. (For example: In England it is improper to leave a spoon in the teacup.)
- After choosing a country, prepare a dish from that country. You may do this as a club or have other clubs join you. We will be coordinating with International.
- The following University of Kentucky publications, including information and recipes, are available (ask your county FCS agent or staff):
 - FN-SSB.301 German Inspired Classics
 - FN-SSB.302 Traditions from the Emerald Isle
 - FN-SSB.303 The Foods of Greece
 - FN-SSB.304 The Gastronomy of French Food
 - FN-SSB.305 The Italian Table
 - FN-SSB.306 The Flavors of Mexico
 - FN-SSB.307 The Fusion Cuisine of Spain

KEHA FOOD, NUTRITION, AND HEALTH CONTESTS AND AWARDS

OVARIAN CANCER PROJECT

Ovarian Cancer Financial Contributions (Yearly)

- This information is submitted via the dues remittance form due Dec. 31.
- A gift card will be awarded to the county with the largest amount overall.
- A gift card will be awarded to the county with the largest amount per member.
- Certificates will be given to each county that has 100% participation (at least \$1 per member).
- Certificates will be given to any county or club collectively donating over \$1,000.
- Certificates will be given to any individual or group who gives over \$500 as a separate one-time gift for ovarian cancer each year.

First-Time Ovarian Cancer Screenings

- This information is submitted on the annual Food, Nutrition, and Health educational chairperson report. (Club reports due July 1 on paper, County reports due Aug. 15 online.)
- A gift card will be awarded to the county with the largest number of first-time ovarian cancer screening participants. Certificates will be awarded to second and third place.

Ovarian Cancer Fundraising Contest

- An award will be given to the most creative entry describing the fundraising efforts for ovarian cancer, including emphasis on the amount of money raised.
- This can be a club, county, group of counties or an area project.
- For the yearly award, the project must have been completed between January 1 and December 31 of that year.

Guidelines:

All entries must be in a folder or binder and include:

- Cover sheet (see Appendix 1)
- Description of Project
- How many members were involved in the completion of the project?
- How many members attended? How many non-members attended?
- List of collaborative partners (who and how they participated)
- Community involvement?
- Include pictures and promotional materials
- Deadline: March 1
- Awards: Gift Card (1st Place); Certificate (2nd and 3rd Place)

FOOD, NUTRITION, & HEALTH CONTESTS

Let No Child or Senior Go Hungry Contest

An award will be given to the club, county, or area with the most innovated project letting no child or senior go hungry.

Guidelines:

All entries must be in a folder or binder and include:

- Cover Sheet (see Appendix 1)
- Description of project
- Number of members and non-members involved.
- Collaboration with other agencies, organizations, or individuals encouraged.
- Include pictures and promotional materials.
- Deadline: March 1
- Awards: Gift Card (1st Place); Certificate (2nd and 3rd Place)

Global Foods Contest

Research a country and their foods. Identify common eating patterns and habits. (Example: In England, it's improper to leave a spoon in the teacup.) After choosing a country, pick a recipe and prepare it for your club or county. An award will be given to the club or county that has the most creative entry on a food and country.

Guidelines:

All entries must be in a folder or binder and include:

- Cover Sheet (see Appendix 1)
- Description of project
- Number of members and non-members involved.
- Collaboration with other agencies, organizations, or individuals.
- Include pictures and promotional materials.
- Deadline: March 1
- Awards: Gift Card (1st Place); Certificate (2nd and 3rd Place)

Send all contest entries to the current KEHA Food, Nutrition and Health Chairperson:

Charlinda Fugate
94 Poplar Ave.
Hazard, KY 41701

Questions? Contact Charlinda at 606-438-2369 or cfugate@mail.com.

Food, Nutrition, and Health Program of Work Report
For data collected July 1, 2026, to June 30, 2027

Name of person completing this form: _____	
Phone: _____	Email: _____
For CLUB reports: Club reports are due to the County Food, Nutrition, and Health Chairperson by July 1, 2027 . Club Name: _____	
For COUNTY reports: County reports are due via online surveys by August 15, 2027 . The surveys will be available at https://keha.org/reports/ by July 1, 2027. A copy of the submission should be mailed to the Area Food, Nutrition, and Health Chairperson by August 15, 2027.	
County: _____	Number of Clubs reporting: _____

Please list each county's number of participants.

1. Number of members who:
 - a. Had an ovarian cancer screening ____
 - b. Had a first-time ovarian cancer screening ____
 - c. Had a diabetes screening ____
 - d. Had a blood pressure check ____
 - e. Participated in a local health fair ____
2. Did your club/county host an Ovarian Cancer Awareness fundraiser? Yes _____ No _____
 If yes, how many attended? _____ How much money was raised? _____
 - a. Did you participate in other activities to raise awareness of ovarian cancer? _____
3. 2026-2027 Program of Work Lessons – List number of members who:
 - a. Participated in a lesson on Global Foods? _____
 - b. Cooked a food or practiced a custom from another country? _____
4. Previous Program of Work Lessons- List the number of members who:
 - a. Participated in a lesson or activity from the 2024-2025 Program Year, “Let No Child Go Hungry” _____
 - b. Participated in a lesson or activity from the 2025-2026 Program Year, “Travel Kentucky from your Kitchen” _____
5. List number of members who participated in a different Food, Nutrition or Health Lesson this program year _____

4-H YOUTH DEVELOPMENT

All Educational Program Chairpeople are expected to work together to integrate their program of work when possible. This program should address the youth of Kentucky and KEHA's bond with those youth. The State KEHA 4-H Youth Development Chairperson attends Kentucky 4-H Council meetings and events. (Usually held in the 2nd week of January and July.) The KEHA 4-H Youth Development chairpeople at all levels should consider the following when planning the program of work:

- Provide a link between KEHA and Cooperative Extension Service (CES) 4-H Youth Development Program.
- Become knowledgeable and encourage participation in county, district, and state 4-H Programs such as:
 - 4-H Public Speaking
 - 4-H Demonstrations
 - County, District, and State Communications Day
 - 4-H Speeches and 4-H Demonstrations Publications
 - 4-H Communication Curriculum
- Encourage KEHA members to serve as 4-H volunteer leaders.
 - Volunteer to judge county, district, and state 4-H Communications Competitions.
 - Volunteer to assist in teaching speeches and demonstrations in county clubs and school clubs.
 - Prepare senior level 4-H members in mock interviews.
 - Practice with local, district and state 4-H members in speeches and demonstrations.
- Encourage KEHA Members to be involved with 4-H events such as: judges, sponsors, or coordinators.
- Promote youth membership in KEHA.
- Encourage all KEHA members to be involved in youth activities such as: Project Graduation, family nights, violence prevention, teenage pregnancy prevention, mentoring, tutoring, drug and alcohol prevention.

Note: Specific Program of Work on following pages.

KEHA 4-H Youth Development Chairperson – 2025-2028

Peggy Tracy
241 Bethlehem Rd.
Paris, KY 40361
859-749-1755
peggytracy44@gmail.com

KEHA 4-H YOUTH DEVELOPMENT

Plan of Work for 2026-2029

Our New Slogan: Beyond Ready

Situation Statement

According to recent data from the Center for Disease Control and Preventions (CDC), 52% of youth report feeling as though they are falling short of achieving their life goals. At the same time, research from Kauffman Foundation reveals that 77% of employers place greater emphasis on real-world skills than on traditional school-based subjects. Meanwhile, the World Economic Forum's Future of Jobs Report (2023) highlights a critical gap in the labor market, with 10 million jobs currently unfilled.

These findings underscore a growing disconnect between the education system, youth aspirations, and workforce demands. Addressing this gap will require a coordinated effort to realign educational priorities with the evolving needs of employers and to better support young people in developing the skills and confidence necessary for success in today's economy.

Goals and Objectives

- To provide training information and materials to 4-H Youth Development Agents and Extension Homemaker Chairpeople.
- Increased involvement by local and area Extension Homemaker Chairpersons in 4-H programs.
- Increased involvement by local and area Extension Homemaker Chairpersons in educating our youth in basic life skills.
- For our youth to be "Beyond Ready" for tomorrow.

Overview

It takes volunteers, Extension Homemakers, and senior 4-H youth to teach skills to the Cloverbud Clubs (Ages 5-8) and Younger 4-Hers (Ages 9-13). Therefore, sharing the volunteer position description and plan of work documents will educate and clarify the duties of the County Extension Homemaker 4-H Chairperson which include:

- Share the newly revised Homemaker Interests Questionnaire with local 4-H and FCS Agents.
- Get involved with 4-H Camp.
- Share the new *Volunteer Interest Survey* with homemaker clubs and councils.
- Volunteer and lead a cooking/culinary club to teach proper food preparation and safety and read recipes. The 4-H Cooking Club curriculum is Cooking 101, Cooking 201, Cooking 301 and Cooking 401. Ask your local 4-H agent for a copy or ask for them ordered from National 4-H. (*Ask for Cooking 101 first, as each book builds upon the previous one.*)

Year 1

Extension Homemakers start 4-H Cooking/ Culinary Clubs and use recipes that can be entered into the county fair.

- Start a Cooking/Culinary Club in your county or area.
- Meet with 4-H agent and FCS agents together and discuss your plans.
- Make a 4-H Cooking/Culinary invitation notice to put in the 4-H or local Extension Newsletter.
- Invite parents to join or volunteer.
- Volunteers can teach lessons on:
 - How to read recipes
 - Food preparation
 - Food safety basics
 - How to use the proper measuring devices
 - Knife Skills
 - Meal Etiquette
- Ask if Cooking 101 4-H Manual is available for your use; if not ask if the curriculum can be purchased from Shop 4-H. <https://shop4-h.org/>.
- Prepare recipes that can be entered into the club's respective county fair's culinary division (muffins, biscuits, candy, cakes). When entering, follow rules from the Kentucky State Fair manual, www.kystatefair.org 4-H section.

Year 2

4-Hers exhibit Family and Consumer Sciences and Country Ham project work at the county, area and state level as a result of the KEHA and 4-H Youth Development partnership.

- 4-Hers increase their participation public speaking and demonstrations in Family Consumer Sciences topics on the county, area and state level.
- Kentucky Extension Homemakers support the Kentucky 4-H Communications Program in Family Consumer Science area, by volunteering to serve as a contest judge on the county, area, or state level.
- Kentucky Extension Homemakers volunteer to support the Kentucky 4-H Country Ham Project.
 - KEHA members assist 4-Hers with speech preparation and practice, and volunteering to judge in the speech contest portion of the country ham project.
 - KEHA members assist/ teach 4-Hers and their families how to prepare their country ham.
- Kentucky Extension Homemakers familiarize themselves with the Kentucky 4-H Foods Curriculum 4-H Cooking 101-401. Please check with your county 4-H Youth Development Agent for a copy of the curriculum. If not available, ask if the curriculum can be purchased from Shop 4-H. <https://shop4-h.org/>.
- Kentucky Extension Homemakers familiarize themselves with the 4-H Foods Division and rules of the county and state fair. <https://4-h.mgcafe.uky.edu/kentucky-4-h-state-fair-0>.

Year 3

Kentucky Extension Homemakers: Youth Living in the Financial World

- Kentucky Extension Homemakers will start clubs/ programs to educate 4-Hers with financial topics such as:
 - Savings accounts
 - Checking accounts
 - Direct deposit and home banking
 - Credit cards
 - Debit cards
 - Securing personal finance information (example: explanation of credit/ debit card chip)
- Kentucky Extension Homemakers will promote 4-H project work in financial education, and encourage youth to create financial education posters according to state fair guidelines <https://4-h.mgcafe.uky.edu/kentucky-4-h-state-fair-0>.
- Kentucky Extension Homemakers will become familiar with an approved financial management curriculum such as Consumer Savvy, Entrepreneurship, and Healthy Wealthy Future. Please check with your county 4-H Youth Development Agent for a copy of the curriculum. If not available, ask if the curriculum can be purchased from Shop 4-H. <https://shop4-h.org/>.

NOTE: Work with your county 4-H agent to access the lesson materials.

KEHA 4-H YOUTH DEVELOPMENT CONTESTS

Homemakers Support 4-H

A. *Most innovative 4-H & Extension Homemaker partnership project to promote 4-H Youth Development (gift card & \$50)*

B. *Volunteer Hours for 4-H (certificate & small gift)*

1. Club with the most 4-H volunteer hours
2. County with the most 4-H volunteer hours
3. Area with the most 4-H volunteer hours

If hours are turned in for club hours, the hours CANNOT be submitted for county or area hours. If turned in for county, the hours CANNOT be submitted for club or area. Hours can only be submitted in ONE category.

C. *4-H Camp Scholarships (certificate & small gift)*

1. Club with the largest dollar amount donated for 4-H camp scholarships
2. County with the largest dollar amount donated for 4-H camp scholarships
3. Area with the largest dollar amount donated for 4-H camp scholarships

Rules are the same as volunteer hours – funds donated can ONLY be counted in one of the three categories.

The entry form on the following page must be completed, including signatures of the County Extension Agent for Family and Consumer Sciences Education and/or the County Extension Agent for 4-H Youth Development.

Send entry forms to:

Peggy Tracy
241 Bethlehem Rd.
Paris, KY 40361
859-749-1755
peggytracy44@gmail.com

Entries must be submitted by March 1.

KEHA 4-H YOUTH DEVELOPMENT CONTESTS

Homemakers Support 4-H

NAME (individual, club, or county): _____

ADDRESS: _____

CONTACT PERSON: _____

ADDRESS: _____

PHONE: _____ Email: _____

Please check appropriate box

☐ Club ☐ County ☐ Area

A. Most Innovative 4-H & Extension Homemaker Partnership Project – To enter, include a typed description of the project and outcomes (not to exceed two pages).

B. TOTAL HOURS VOLUNTEERED _____

C. TOTAL DONATIONS TO 4-H CAMP SCHOLARSHIPS _____

(If individual - signature)

County 4-H Agent Signature

County FCS Agent Signature

Homemaker Interests Questionnaire

4-H Educational Chairperson



Name: _____

Phone: _____

Occupation: _____ If retired what was your occupation: _____

Previous Work Experience and Skills:

- | | |
|---|---|
| ☐ Health (CPR, Nutrition, Fitness) | ☐ Technology |
| ☐ Teaching | ☐ Volunteer Recruitment |
| ☐ Coaching | ☐ Policy Work |
| ☐ Leadership | ☐ School age/Pre-school childcare |
| ☐ Fundraising | ☐ Professional Service (legal, finance, marketing) |
| ☐ Landscaping | |
| ☐ Special Events Coordination | |

Personal Skills Experience:

- | | |
|--|---|
| ☐ Writing/Editing | ☐ Music |
| ☐ Culinary | ☐ Photography |
| ☐ Tutoring | ☐ Gardening |
| ☐ Computer Technology | ☐ Music |
| ☐ Foreign Language | ☐ Hiking/Walking/Fitness |
| ☐ Arts/Crafts | ☐ Recreation |
| ☐ Fiber Arts/Sewing | ☐ Livestock/Farming |
| ☐ Fundraising | ☐ Shooting Sports |

I would be interested in:

- | | |
|---|------------|
| ☐ Leading a 4-H project day for _____ | (activity) |
| ☐ Helping with a 4-H project day for _____ | (activity) |
| ☐ Leading a 4-H Club for _____ | |
| ☐ Helping with a 4-H Club for _____ | |
| ☐ Judging/room hosting for speech/demonstration contests | |

I prefer working with:

- | | | |
|--|---|--|
| ☐ Cloverbuds (ages 5-8) | ☐ Juniors (9-13) | ☐ Seniors (14-18) |
|--|---|--|

I am available to volunteer: (Check all that apply)

- | | |
|----------------------------------|--|
| ☐ Day | ☐ Weekends |
| ☐ Evening | ☐ I'm Flexible - Specific Time: _____ |

I am willing to volunteer: (Check all that apply) _____ hours/week _____ hours /month

- | | |
|-------------------------------------|--------------------------------------|
| ☐ 1-3 months | ☐ 6-12 Months |
| ☐ 3-6 months | ☐ Ongoing |

4-H Youth Development Program of Work Report
For data collected July 1, 2026, to June 30, 2027

Name of person completing this form: _____	
Phone: _____	Email: _____
For CLUB reports: Club reports are due to the County 4-H Youth Development Chairperson by July 1, 2027 . Club Name: _____	
For COUNTY reports: County reports are due via online surveys by August 15, 2027 . The surveys will be available at https://keha.org/reports/ by July 1, 2027. A copy of the submission should be mailed to the Area 4-H Youth Development Chairperson by August 15, 2027. County: _____ Number of Clubs reporting: _____	

Has the County 4-H Educational Chairperson met with the 4-H agent? _____

Were the Homemaker Hobbies/Expertise questionnaires filled out and tabulated? _____

Number of 4-H Youth engaged in activity with Extension Homemakers: _____

Number of total KEHA Volunteer Hours with 4-H for this year: _____

Number of 4-H Events supported through Homemaker volunteers: _____

Number of 4-H Clubs lead by Homemaker volunteers: _____

Number of Homemakers who volunteered with 4-H Communications Programs: _____

Number of Homemakers who assisted with 4-H Project Days _____

Number of Homemakers who served as Adult Counselors at 4-H Camp: _____

Amount of 4-H Camp Scholarships provided in dollars: _____

Please list as much information that is relevant to assist our evaluation:

How can we further the 4-H partnership with KEHA?

What other resources do you need to work with young people?

Is there a youth program you would like to start in your county?

INTERNATIONAL Program of Work 2025-2028



KENTUCKY EXTENSION HOMEMAKERS

The International Program is designed to help change and develop the shifting needs of people in our communities around the globe. This program supports statewide KEHA activities that develop and create innovative learning, spotlight global growth projects and highlight learning lessons that achieve our goals. All our work is implemented in collaboration with the United Nations “Sustainable Development Goals” (SDGs) which are the blueprint to achieve a better and more sustainable future for all. They address the global challenges we face, including those related to poverty, inequality, climate change, environmental degradation, peace and justice. The 17 goals are all interconnected, and in order to leave no one behind, it is important that we achieve them all by 2030. <https://sdgs.un.org/goals>

Share Your Club Activities in the KEHA International Facebook Group to give other counties and clubs ideas for their next project!

KEHA International Goals:

- 1) Promote globally representative programs to help KEHA members have a better understanding of people who live in other parts of the world.
- 2) Promote globally representative programs to help KEHA members have a better understanding of people moving into Kentucky communities from other countries.

Marilyn Watson
122 Silver Laurel Ct.
Greenville, KY 42345
270-860-2526
MarilynW1315@gmail.com
Chairperson 2026-2027 (partial term)

AFFILIATED ORGANIZATIONS

The Kentucky Extension Homemakers Association maintains a vital interest in our global society and its impact in Kentucky, across our nation and worldwide. KEHA receives support for these activities through its relationship with these partners: ACWW (Associated Country Women of the World), CWC (Country Women's Council), and NVON (National Volunteer Outreach Network), as well as local and other affiliated organizations. KEHA involvement includes the activities of attending their meetings, funding assistance, paying dues and participation in their programs.

ASSOCIATED COUNTRY WOMEN OF THE WORLD (ACWW)

Since 1936, Kentucky Extension Homemakers have been a member of ACWW, a *nonpolitical, non-sectarian international organization that works to improve standards of living for all women and their families through worldwide projects. Follow them on Facebook or visit their website at <https://www.acww.org.uk/>.*



Go to <http://www.acww.org.uk/> or scan this QR Code with your smartphone for more information about this organization.



Go to <http://www.cwcusa.org/> or scan this QR Code with your smartphone for more information about this organization.



THE COUNTRY WOMEN'S COUNCIL OF THE UNITED STATES OF AMERICA (CWC)

Is a coordinating council, composed of Associated Country Women of the World (ACWW) member societies in the USA and meets annually to promote the work of ACWW. During their three-year term, our International Chairmen are expected to attend. Follow them on Facebook or visit their website at <http://www.cwcusa.org>.

NATIONAL VOLUNTEER OUTREACH NETWORK (N.V.O.N.)

is a national organization organized in 1995; Kentucky was one of the organizing states. Eight states are included in the organization, and a national conference is held each year and in their three-year term, our International Chairmen are required to attend. N.V.O.N. is comprised of member organizations working together to promote communication, education, and volunteerism for all people. Follow them on Facebook or visit their website at <http://www.nvon.org/>.



Go to <https://www.nvon.org> or scan this QR Code with your smartphone for more information about this organization.

KEHA INTERNATIONAL Program of Work 2025-2028

SITUATION:

As the International Chairperson, my role is to inspire KEHA members to engage and unite with individuals of varying backgrounds through education and experiences, and to keep members apprised of the state of existing projects. Let's get excited as we delve into global issues, enjoy the traditions of our neighbors, and learn how to create friendships.

FOCUS BY YEAR:

- Year 1 – 2025-2026: Creating Welcoming Communities
- Year 2 – 2026-2027:
 - On the Go and In the Know: Travel Safe
 - Global Foods (work with FNH chairperson)
- Year 3 – 2027-2028: The Value of Learning a New Language

GOALS:

- Promote better communication and understanding ways to navigate in unfamiliar settings.
- Build relationships with our growing international populations.
- Provide education and resources for traveling abroad.
- Understand global differences in dining traditions.
- Provide resources to learn about other countries, their foods, and customs.
- Understand the ways learning language improves memory and cognition and fosters global competence.

ACTIVITIES:

- Host International chairperson training annually at KEHA State Meeting.
- Host International learning session for 2026 KEHA State Meeting based on feedback from KEHA members.
- Promote NVON, CWC, ACWW.
- Promote the ACWW 31st Triennial Conference in Ottawa, Canada, April 24-May 5, 2026.
- Continue the Homemaker Exchange Program.

CONTESTS AND AWARDS:

- International Projects and Programs Contest – due March 1
- Most Coins Collected Award – submitted with annual dues in December
 - a. Coins for Change (Collection jar label available for print at <https://keha.ca.uky.edu/content/international.>)
 - b. Kentucky Academy/Ghana Library

KEHA INTERNATIONAL

Program of Work Lessons

2024-2025: Creating Welcoming Communities

This lesson focused on becoming a more prepared community volunteer by understanding how we are all unique. *This lesson has been offered in most areas already, and is now under revision.*

2026-2027: On the Go and In the Know: Travel Safe

Consider working with the county Management and Safety Chairperson to promote two Programs of Work at once! Learn essential tips and strategies to stay safe while traveling locally or abroad. This lesson covers preparation before departure, situational awareness, safe transportation choices, and emergency response practices. Participants will leave with practical tools to reduce risks, protect personal belongings, and ensure a safer, more enjoyable travel experience.

2026-2027: Global Foods

Consider working with the county Food, Nutrition, and Health Chairperson to promote two Programs of Work at once! Learn about other countries, their foods, and customs. KEHA members will learn about a country, prepare a dish, and work with others. Choose from among six countries: Germany, Ireland, Greece, France, Italy, Mexico, or India. Prepare a dish from that country, and identify common eating patterns and habits. Check for the list and link to specific lessons, including recipes, in the Food, Nutrition, and Health Program of Work.

2027-2028: The Value of Learning a New Language

Most of us speak one language. Have you ever considered the benefits of learning a new one? Language can serve as a barrier (or as a gateway) to new ways of navigating the world we live in. Attempting to learn a new way to communicate improves your brain's ability to rewire itself and improves memory. It also improves the ability to multi-task and improves neuroplasticity (helping the brain to remain flexible so you can learn, create memories, and adapt to new environments). Even just exploring a few phrases and sentences can be beneficial and allows us to see our world from a new perspective. This lesson will explore the benefits of learning a new language and will include simple activities that are fun and engaging for all.

INTERNATIONAL CONTEST AND AWARDS

Information and Guidelines

To showcase all your hard work, we encourage all individuals, clubs, counties, and areas to submit an international project for recognition.

INTERNATIONAL PROJECTS AND PROGRAMS AWARD

- All entries submitted will be in contest for the International Projects and Programs Award with 1st place gift card and certificates for first through third place.

Programs must demonstrate the educational purpose and demonstrate its impact to the members and the community. In order to see all your effort, please be sure to list the number of members involved in the process and number of people benefitted by the program.

Submit one or more projects(s) that implements KEHA Projects and Programs.

1. Entries should be typed, however neatly printed handwritten entries are accepted.
2. Hard copy entries must be in a binder.
3. Entries must include Contest Cover Page (found in KEHA Manual in the Appendix section).
4. Entries must be postmarked by March 1.
5. All donations must be sent to the KEHA treasurer with check payable to KEHA. In the MEMO field, write where donation is from and which international fund it is meant for.
6. Must include photocopies of supporting materials (example: pictures, newspaper clippings, invitation, program, etc.)
7. All contest entries are to be sent to the State International Chair by March 1.

GRADING CHART

• Typed/Neatly Handwritten	5%
• Binder	5%
• Contest Cover Page	10%
• Deadline (Postmarked by March 1)	20%
• Supporting materials	30%
• KEHA Member Involvement	30%

SUBMIT CONTEST ENTRIES BY MARCH 1

Send to:

Marilyn Watson, International Chair
122 Silver Laurel Ct.
Greenville, KY 42345

Questions? Contact Marilyn at
270-860-2526 or

MarilynW1315@gmail.com

MOST COINS COLLECTED AWARDS

- Funds are to be submitted to the KEHA Treasurer by December 15.
- A gift card will be awarded to the County with the most coins collected in the below categories:
 - Coins for Change
 - Kentucky Academy/Ghana Library
- Top three in each category will be awarded certificates.

Homemaker Exchange Program

IN 1984, A THREE YEAR REVOLVING PLAN FOR A HOMEMAKER EXCHANGE PROGRAM TO BE FUNDED BY THE COINS FOR CHANGE COLLECTED FOR THE USE IN KENTUCKY BEGAN

During their 3-year term, each State International Chairman is to:

Host a visiting homemaker from another country (person to be invited in third year of previous chairman's term in office);

KEHA extends Home Hospitality to a foreign visitor to observe the Program of Work in three areas. The host areas will be the three areas contributing the largest amount of Coins for Change during the previous year. Length of stay for the visitor will be set by the areas extending the invitation for home hospitality. KEHA will pay round trip expenses with the amount contingent upon the anticipated travel costs and fund balance in Coins for Change.

Attend the ACWW Triennial Meeting

KEHA International Chairman during the 3-year Program of Work attends the Associated Country Women of the World Triennial World Conference and the Country Women's Council meetings. Travel support is provided through Coins for Change and should be included in the annual budget for Coins for Change.

Select a KEHA member for the Homemaker Exchange Program to visit a host country as determined and arranged by each State International Chairman.

KEHA provides travel funding support for the KEHA member who travels as the exchange homemaker. The amount will be determined by the board and announced the year prior to accepting applications. The amount will be contingent upon anticipated travel costs and the fund balance in Coins for Change. Eligible KEHA members must have served as a Club, County, Area or State International Chairman. Each county nominee must be endorsed by his/her local county council. Each area must select and endorse its area nominee. Entry forms are located on the following pages and are due to the State International Chairman by March 1st of the year of travel (e.g. 2017, 2020 or 2023). The Screening Committee shall consist of the current KEHA International Chairman, the State Advisor for International, and an area president from an area not eligible at the time. Applicants will be subject to interview by the screening committee. The screening committee will advise the winner of any possible regulations or stipulations as may be deemed necessary. An alternate winner will be named.

Why We Believe in the Homemaker Exchange Program

We believe that with any cultural exchange program, profound knowledge can be gained from working with another culture. Cultural exchange programs are rewarding because it's virtually a real-life study on a country's cultural traditions, language, etiquette, and history. The personal development potential is invaluable. Cultural exchange programs represent the opportunity for participants to mature on a personal and intellectual level. An understanding and familiarity of local customs The experience can be life transforming from an informed and real-life perspective, participants are able to learn about international affairs and how geopolitics and economic factors affect the world we live in.

KEHA INTERNATIONAL EXCHANGE PROGRAM

Homemaker Application

Due March 1

(See Exchange Program description for application details and submittal years.)

General Information

Name _____

Address _____

Phone _____ Email _____

Date of Birth _____ Place of Birth _____

Married _____ Single _____ Name of Spouse _____

Religion (Optional) _____ Children _____ Ages _____

Number of years in Homemakers _____ Officer _____ State _____ Area _____ County _____

At what levels have you served as International chairperson?

Briefly list leadership roles:

Overseas travel experience: (Indicate when, where, and for what purpose)

Valid Passport or Visa? _____ Yes _____ No

Please list any languages other than English that you are fluent in. List your competency in them as poor, fair, very good.

Language _____	Speaking _____	Reading _____	Writing _____
Language _____	Speaking _____	Reading _____	Writing _____
Language _____	Speaking _____	Reading _____	Writing _____

HOMEMAKER INTERNATIONAL EXCHANGE APPLICATION (CONTINUED)

List your hobbies and special interest:

Health Limitations:

Write a short paragraph on why you want to participate in the Homemaker Exchange Program:

Signature of Applicant _____

Signature of County President _____

International Program of Work Report
For data collected July 1, 2026, to June 30, 2027

Name of person completing this form: _____	
Phone: _____	Email: _____
For CLUB reports: Club reports are due to the County International Chairperson by July 1, 2027 . Club Name: _____	
For COUNTY reports: County reports are due via online surveys by August 15, 2027 . The surveys will be available at https://keha.org/reports/ by July 1, 2027. A copy of the submission should be mailed to the Area International Chairperson by August 15, 2027. County: _____ Number of Clubs reporting: _____	

Please indicate the **number of members** who:

1. Participated in a lesson about On the Go and In the Know: Travel Safe: _____
2. Participated in a lesson about Global Foods: _____
3. Participated in a lesson about The Value of Learning a New Language: _____
4. Speak a second language at home. _____ Which language(s)? _____
5. Participated in International Month: _____
6. Received or learned information about NVON: _____
7. Received or learned information about ACWW/CWC: _____
8. Received updates on the ongoing Kentucky Academy in Ghana project: _____
9. Participated in fundraising for international outreach support programs (Coins for Change/Ghana library/other): _____

Contest:

- a. Did you do an international project or program? Yes ____ No ____
- b. Did you submit something on that project or program for the contest? Yes ____ No ____
- c. If you did a project or program and didn't enter the contest, why not? _____

Please tell us about any special successes or cultural outreach work in your county that you'd like to brag about! Comments:

MANAGEMENT AND SAFETY

All educational chairpeople are expected to work together to integrate their programs of work when possible. This educational focus deals with management of finances, time, etc. and financial planning for the future as well as safety in all aspects of our lives. The chairperson should be aware of the following when planning the program of work.

- Promote Family Resource Management including time and money management, consumer protections and rights, health care decisions and community development;
- Promote safety programs such as: home, farm, food, school, business, disaster preparedness, and Home First Protection Programs. Materials on these issues are available from County Extension Offices;
- Promote and explore home-based business opportunities; and,
- Develop computer training programs for members.

Some programs available from Extension specialists and County Extension Offices include:

- Money Habitudes
- Positive Employability
- Recovering Your Finances
- Money Management
- In the Face of Disaster: Disaster Readiness and Response
- Investments
- Estate Planning
- Retirement Planning
- Protect Your Life from Scams and Frauds
- Stand Up to Falling
- Transferring Cherished Possessions
- Time Well Spent: Productivity Skills for Success

KEHA Management and Safety Chairperson – 2025-2028

Diana Morgan

140 Hunters Trail Dr.

Dry Ridge, KY 41035

Phone: 859-393-0216

Email: dianam1118@yahoo.com

MANAGEMENT AND SAFETY

Program of Work for 2026-2029

Topic: Safety, Organization, and Preparedness for Everyday Life

The Management and Safety Educational Program of Work will focus on simple ways to help individuals and families stay safe, organized, and prepared in their daily lives. Learning how to plan ahead, stay organized, and understand safety practices can help reduce stress and support healthy homes and families. During this program cycle, the focus will be on three topics: travel safety; productivity and time management; and family and home safety organization. These lessons will help individuals build practical skills they can use at home and in their communities.

Through education programs and community activities, Homemakers can help share safety information and helpful resources with others. Members may work with local organizations, participate in community events, and share Extension materials that support safer homes and communities.

Overall objectives:

- Increase awareness of safety practices for travel, the home, and everyday activities.
- Promote simple strategies for staying organized and managing time.
- Encourage families to keep important information organized and easy to find.
- Share Extension resources that support safety, planning, and household organization.

Emphasis One 2026–2027

TITLE: Travel Safety and Preparedness

Travel can provide opportunities for learning, recreation, and connection with others. However, planning ahead and understanding basic travel safety practices can help individuals avoid common risks and respond effectively when challenges arise. This lesson focuses on strategies that help individuals prepare for travel, understand safety considerations when traveling, and make informed decisions about accommodations and transportation.

Lesson Goal: To increase awareness of strategies that support safe and prepared travel.

Objectives:

- Identify important safety steps to consider when preparing for travel.
- Recognize safety considerations related to domestic and international travel.
- Identify strategies for selecting safe accommodations and transportation options.

Resources:

Lesson titled On the Go and In the Know: Travel Safe. Homemaker Leader Lesson may include:

- Facilitator's guide
- Travel safety planning checklist
- Educational handouts
- Evaluation tool

Emphasis Two 2027–2028

TITLE: Productivity and Time Management for Everyday Life

Managing time, responsibilities, and household tasks can sometimes feel overwhelming. Developing simple systems for organizing time, spaces, and routines can help individuals improve productivity and reduce stress in everyday life. This emphasis will focus on practical strategies that support organization, productivity, and the development of routines that help individuals manage daily responsibilities at home and in their communities.

This lesson will be based on resources from MoneyWi\$e, which highlight the importance of organizing spaces, reducing clutter, and establishing routines that support productivity and overall well-being. Additional information and lesson materials will be shared in the future.

Lesson Goal: To increase awareness of strategies that support productivity, organization, and time management.

Emphasis Three 2028–2029

TITLE: Family and Home Safety Organization

Keeping important health and safety information organized can help families respond more quickly during emergencies and manage important household information. This lesson will focus on organizing key household documents, health information, and safety resources using a Home and Safety Organizer. Additional information and lesson materials will be shared in the future.

Lesson Goal: Increase household preparedness through safety and organization.

Additional Management and Safety Lessons Available

Situation: KEHA members need to have a better understanding of their finances. They should be knowledgeable about planning for their future as well as retirement needs. There are many ways to manage expenses.

Lessons Currently Available:

Financial Wellness

Financial Wellness is considered one of the Eight Dimensions of Wellness in the National Volunteer Outreach Network's current project in common. This lesson will provide tips for minimizing financial stressors to help you improve your overall wellness. It offers strategies for taking stock of your financial situation and money choices so that you can increase your financial security and freedom of choice. We will explore ways to manage your spending, achieve financial and life goals, and avoid pitfalls that can derail your financial wellbeing. Materials include a publication, facilitator's guide, activity worksheets, optional PowerPoint slides, and evaluation form. Contact: Nichole Huff

How Does It Work? – Operating Your Devices

Desktop computers, laptops, phones, tablets, smart watches...the list of new devices to learn grows longer every day! This lesson will cover the basics of working with commonly used devices. It will provide tips on how to get the most out of your device as well as troubleshooting some common problems. We will explore the common controls found on most touchscreens, learn how to navigate the settings, and share ways to improve how you use your device. This lesson will include a facilitator's guide, publication, PowerPoint, evaluation, handout suitable for mailing and suggestions for group discussion and activities. Contact: Rick Sellnow and Mark Mains

Staying Safe Online

While anyone can fall prey to internet scams, older adults are often specifically targeted. This lesson will cover some basic safety rules for how to navigate online in a protected manner. The lesson will include information on setting strong passwords, spotting common online scams, managing your online content and social media, and being a good digital citizen. This lesson will include a facilitator's guide, publication, PowerPoint, evaluation, handout suitable for mailing and suggestions for group discussion and activities. Contact: Rick Sellnow and Mark Mains

Use a Vision Board to Realize Your Goals

Researchers agree that writing goals down increases your chance of success. Similarly, the idea of creating a vision board is to bring your goal to life in a visual way. A vision board is a collage of images and words that depict your goals in a way that is meant to inspire or motivate you to achieve them. If we can view our goals daily and they inspire strong emotions in us, our goals will remain at the top of our conscious mind. A vision board can help motivate us to take action steps toward achieving our dreams. This lesson will include a MONEYWISE Newsletter, facilitator's guide, activity worksheet, evaluation, and success story. Contact: Kelly May

Stretching Your Dollar: What to Do When the “Ends” Don’t Meet

“Making ends meet” is getting harder in today's economy. This lesson will cover how to make your dollars and resources go farther. The lesson will provide tips for managing your money in financially

tough times and offer strategies for saving on groceries, gas, utilities, clothing, and other household essentials. We will explore ways to manage fixed and variable household costs with tips on spending wisely, prioritizing finances, and saving when expenses are tight. Contact: Nichole Huff

Understanding Your Credit Score

Does one number define you? Find out about the meaning behind credit scores, what makes a good one, and how you can improve yours. Materials include an informational handout, podcast, facilitator's guide, optional PowerPoint slides, evaluation, and marketing tools. Note that the podcast is optional but could be used during the presentation for group listening or as a listening option for a mail-out lesson. The facilitator's guide will provide discussion topics and group questions as usual. Contact: Kelly May

Selecting Sheets

Cooling? Percale? Bamboo? Sateen? Can someone please tell us what that all means? With so many types of sheets available, it's easy to get confused. Let's put these questions to bed and unravel the mystery of thread count, too! "Selecting Sheets" covers the basics with a facilitator's guide, publication, PowerPoint, and evaluation. Contact: Jeanne Badgett

Estate Planning Basics

If you're not sure where to get started drafting an estate plan, this lesson may help. Learn a few basics of estate planning, including how to establish goals for your estate and what information you need to gather as you begin the estate planning process. Materials include two publications, facilitator's guide, optional PowerPoint slides, and evaluation. Contact: Nichole Huff

Transferring Cherished Possessions: Estate Planning Tips for Non-Titled Property

Distributing cherished possessions and other non-titled property is often overlooked when estate planning. Learn ways to create a plan for distributing household items – from treasured heirlooms to closets full of clutter. You will gain a better understanding of everything that makes up your "estate." Transferring Cherished Possessions will teach you how to create an Asset Distribution Plan and write a Letter of Last Instructions. Curriculum materials include publication, facilitator's guide, PowerPoint slides, participant activities, and evaluation. Contact: Nichole Huff

Handy to Have: Emergency Health Information Cards

An Emergency Health Information (EHI) Card can be a helpful tool to have. If you are ever in an emergency where you need immediate medical treatment, but are not able to communicate with first responders, an EHI Card can tell medical providers important information about how to help you. This lesson focuses on who can benefit from carrying an EHI card, information that should, and should not be included on an EHI Card, and where to put copies of an EHI Card. Curriculum materials include EHI Card template, participant handout, facilitator's guide, PowerPoint slides, and evaluation. Contact: Katherine Jury

Management and Safety Program of Work Report
For data collected July 1, 2026, to June 30, 2027

Name of person completing this form: _____	
Phone: _____	Email: _____
For CLUB reports: Club reports are due to the County Management and Safety Chairperson by July 1, 2027 . Club Name: _____	
For COUNTY reports: County reports are due via online surveys by August 15, 2027 . The surveys will be available at https://keha.org/reports/ by July 1, 2027. A copy of the submission should be mailed to the Area Management and Safety Chairperson by August 15, 2027. County: _____ Number of Clubs reporting: _____	

Number of **members** who:

1. Travel Safety
 - a. Participated in the Travel Safety lesson. _____
 - b. Can identify essential health and safety items that should be packed for travel. _____
 - c. Have used at least one of the travel safety tips learned in the lesson. _____
 - d. Feel confident making travel decisions that support your health and safety. _____
 2. Stretching Your Dollars
 - a. Participated in the Stretching Your Dollars lesson. _____
 - b. Can distinguish between needs and wants when prioritizing purchases. _____
 - c. Cut expenses when budgets are tight (this program year). _____ How much? \$ _____
 - d. Have charted “paydays” and due dates to prioritize spending. _____
 3. Understanding Your Credit Score
 - a. Participated in the Understanding Your Credit Score lesson. _____
 - b. Have requested a free credit report this year. _____
 - c. Have worked on at least one way to improve their credit scores. _____
 4. Transferring Cherished Possessions / Estate Planning
 - a. Participated in a Transferring Cherished Possessions and/or Estate Planning lesson. _____
 - b. Plan to contact an estate planning professional. _____
 - c. Plan to update or create a will. _____
 5. Emergency Health Information Cards
 - a. Plan to fill out and use an EHI Card for self. _____
 - b. Plan to share the information and/or EHI card template with others. _____
 - c. Number of people with whom members shared the EHI Card: _____
5. Please share a description of ANY other type of management and safety program conducted locally.
6. Please tell us about any successes in your county that you’d like to brag about! Suggestions are also welcome.

LEADERSHIP DEVELOPMENT

KEHA's educational focus deals with developing a strong leadership base for the organization and community. By doing this we will strengthen our community outreach efforts.

All chairpeople should take the following ideas into consideration when planning their own programs and projects.

Consider the following ideas when planning programs and projects:

- Promote officer and chairman training using available training materials for membership statewide.
- Encourage members, as individuals and groups, to volunteer in the community.
- Encourage members to learn about how local and state government works and what they can do to affect decisions and actions.
- Encourage voter registration and voter participation.
- Encourage donations to and applications for the Evans/Hansen/Weldon and KEHA Homemaker Scholarship funds.
- Encourage and promote applications to the KEHA Endowed Scholarship at the University of Kentucky.

KEHA Leadership Development Chairperson – 2026-2029

Carmela Ballard

7505 Wurth Rd.

Paducah, KY 42001

270-559-8180

Carmelaballard@hotmail.com

LEADERSHIP DEVELOPMENT

Program of Work 2024-2027

The Leadership Development program of work consists of four ongoing programs: Leadership, Citizenship, Scholarships, and Volunteerism.

1. LEADERSHIP

KEHA Leadership is not what one leader does. Skills of individual leaders are important, however, the correct meaning of KEHA leadership is about what Homemakers do together. Influencing, guiding, and inspiring others to achieve goals is the definition of a leader regardless of whether they are an elected officer, appointed chair or dedicated member. KEHA and the University of Kentucky strive to motivate, encourage, and enhance the abilities of all Homemakers to achieve success for themselves and the association.

Leadership Development is an opportunity for KEHA members to build experience through training and practice, recognize potential, and lift each other up. All members are encouraged to participate in opportunities for training and education to empower effective, energetic involvement and better serve our families and communities.

Focus:

To encourage all Homemakers by providing opportunities to develop and sharpen leadership skills within the regular homemaker year, as well as a more deliberate leadership training program at the county, area, and state level.

Goals:

1. Continue leadership lessons at county, area and state levels expanding the knowledge of the KEHA organization.
2. Provide wider selections of leadership “mini courses” at the state meeting and make them open to all members, including elected officers.
3. Instill the importance of and the benefits of using parliamentary procedure during meetings.
4. Provide job descriptions to all Homemakers in a leadership position.

Suggested Activities:

1. Schedule a training day for all Homemakers specifically targeting the elected officers.
2. Review current or write job descriptions for each position in the club.
3. Use the featured lesson for a day activity; invite local community leaders for added interest.
4. Encourage members to participate in Leadership Development training and lessons.
5. Use the theme-based materials provided by KEHA at county and area leadership events.
6. Incorporate leadership training into area and county meetings.
7. Encourage Homemakers’ interest and participation in the Leadership Academy when offered.

Featured Lesson:

The featured lesson, *Robert's Rules Refresh*, covers the use of parliamentary procedure and includes the following materials:

- Publication – IP-15 – Simple Parliamentary Procedure
<https://publications.mgcafe.uky.edu/ip-15>
- Facilitator Guide – IP-15.FG KEHA Focus
- Overview Presentation
- Parliamentary Procedure Trivia – Activity Guide
- Parliamentary Procedure Trivia Quiz – Presentation Slides
- Parliamentary Procedure Trivia Team Contest – Presentation Slides
- Parliamentary Procedure Mock Meeting Activity – KEHA Focus
- Lesson Evaluation

The publication is available publicly online. Contact your county agent for the additional materials.

2. CITIZENSHIP

Three significant ways all Americans can express their citizenship are: serving in the military, participation in the judicial process by serving on juries when called, and voting. While many can't or choose not to join the military service, all can serve on a jury, witness a trial, or observe any city/town/county or national level governmental process.

Focus:

Homemakers should become the best citizen they can be. Homemakers should be involved in our local government.

Goals:

1. All eligible family members will register to vote and participate by voting in all elections.
2. Participate in local government by attending meetings such as council, fiscal court, and school board; become familiar with community leaders.
3. Incorporate what you hear and see at these meetings into discussions for the dinner table, with club members, etc.; talk about local issues.
4. Encourage community leaders to serve on the County Extension Council, Family and Consumer Sciences Advisory Council or other community organizations.

Suggested Activities:

1. Host a public forum for your whole community to come together with people in office to discuss their views and answer questions.
2. Plan a trip to Frankfort to be part of the gallery, observe the process, and meet with your legislator.
3. Read about how bills are drafted, reviewed, and voted on by our legislators.
4. Conduct an outreach program to promote voter registration.

3. SCHOLARSHIPS

KEHA recognizes the value of education. The cost of post-secondary education is increasing and our scholarship program offers assistance to students, both traditional and non-traditional, to obtain the education they need for success. (A non-traditional student might be a homemaker member who wants to complete or advance his/her education.)

Focus:

KEHA will support scholarships for traditional and non-traditional students and inform students of available scholarships.

Goals:

1. Ensure local schools and students are aware of the scholarship opportunities offered through KEHA.
2. Increase support for scholarships for students majoring in Family and Consumer Sciences at UK and other Kentucky colleges and universities.
3. Increase the number of applications for all scholarships offered by KEHA.

Suggested Activities:

1. Contact local schools, public, private and home-school associations, to inform students and teachers about KEHA scholarships; follow-up three months before KEHA scholarship deadlines
2. Raise funds for the KEHA educational scholarship funds.
3. Encourage homemaker clubs and counties to investigate the possibility of partnering with other organizations to award scholarships for local students.

Contest/Recognition:

Recognize the counties who contribute the largest amount of money to KEHA scholarship programs (Evans/Hansen/Weldon and/or KEHA Member Scholarships). Members are encouraged to collect donations on an ongoing basis, with emphasis on collections in November. Funds collected should be submitted to the KEHA State Treasurer annually along with dues. Information and applications for scholarships are listed on the KEHA web site, and in the KEHA Manual, Handbook.

In addition, the top three areas with the greatest dollar amount of county and area scholarships as reported on the Leadership Development Program of Work Report form also will be recognized.

4. VOLUNTEERISM

What is a volunteer? A volunteer is an individual who agrees to do a job or perform a service for others (not a household member) for which the only pay is the personal satisfaction of a job well done. A volunteer can share time, knowledge, skills, materials, etc. with others.

Why volunteer? Help homemakers feel better connected to their community, develop a sense of well-being, give back to others and develop a sense of social responsibility.

KEHA members are encouraged to serve their community as a volunteer, to be aware of community needs and help find ways to fulfill those needs. Additionally, members are asked to faithfully record those hours spent in volunteer service. Recording Volunteer Service Units (VSUs) allows KEHA to calculate the organization's impact through service to the UK Cooperative Extension Service, through the program and activities coordinated by KEHA leaders and through the community involvement of our members. Documenting volunteerism provides a quantifiable value of our impact. Why do we collect these VSU hours? Because it tells the story of KEHA's involvement.

Focus:

Continue to encourage volunteer service by all members, work to identify community needs, and participate in the work of helping others through that service. Report volunteer hours of all members accurately. Work with the county FCS agent to submit volunteer hours on time.

Goals:

1. Continue to focus on volunteerism and service to each other and our community.
2. Improve the process and importance of recording and reporting VSUs.
3. Acknowledge VSU contributions through awards.

Suggested Activities:

1. Participate in the KEHA VSU program. Report VSU hours to the Leadership Development chair by the deadline.
2. Promote and publicize the VSU program.
3. Survey members to determine what volunteer services are currently supplied by homemakers to the community.
4. Compile a listing of local organizations and agencies in need of volunteers, including contact information for each organization/agency. Share this information with local KEHA members.
5. Share the value of volunteer hours with Homemakers at the county, area, and/or state levels. Use local media outlets (radio, newspaper, and social media) to share the news with the community. The most current Kentucky dollar value is reported in the state-by-state data, <https://independentsector.org/resource/value-of-volunteer-time/>. Example: In 2023 the value of a volunteer hour in Kentucky was \$28.53, while the U.S. value was \$33.49.
6. Encourage participation in the KEHA Community Volunteerism Awards.

Contest/Recognition:

Community Volunteerism Awards

COMMUNITY VOLUNTEERISM AWARDS

Club and County Level

Programs and activities entered in this contest focus on a club's or county association's volunteer involvement in *community leadership, community issues, or community service*.

FORMAT

All entries should be submitted as a packet. Email is preferred – your Extension Office staff may be able to scan written packets. Typing of information is strongly encouraged; but neat, legible handwriting is acceptable.

Packet must include:

1. Cover sheet – Use the cover sheet found in Appendix page 1.
2. Subsequent pages – Name of project, issue, service. Description of program, activities, and accomplishments. Consider including all items mentioned in the judging criteria.

Email or postmark deadline for entries is **March 1**. Entries should be sent to the KEHA Educational Chairperson for Leadership Development:

Carmela Ballard
7505 Wurth Rd.
Paducah, KY 42001

Questions? Contact Carmela at 270-559-8180 or Carmelaballard@hotmail.com.

JUDGING CRITERIA

Written Segment	Score
Purpose – Goals and objectives, include community need, why the program was done	30
Scope of Activity – What was done, who was involved, describe what took place (must have occurred within the past 2 years)	30
Results – What was accomplished, describe successes and/or limitations encountered, changes if done again, etc.	30
Support Material – Pictures, news articles, print material; limited to 4 pages	10

TOTAL

100

KEHA LEADERSHIP DEVELOPMENT VOLUNTEER SERVICE UNIT (VSU) PROGRAM

The Volunteer Service Unit (VSU) Program is a system for documenting and certifying time spent in volunteer activities. The VSU program is intended to recognize individual volunteer efforts in your club and community. It also is intended to help you grow personally in volunteer leadership skills, and to show you how you might use those skills. For example, you might want to climb a “volunteer career ladder.” That is, you may want to go on to more responsible volunteer positions in KEHA or in other organizations. In addition, volunteer experience is often accepted and equated to paid employment if described in comparable terms when seeking employment.

- 1) **What is a volunteer?** A volunteer is an individual who agrees to do a job or perform a service for others (not a household member) for which the only pay is the personal satisfaction of a job well done. A volunteer can share time, knowledge, skills, materials, etc. with others.

Volunteers are not paid for their work. out-of-pocket expenses related to the volunteer work can be covered, such as mileage or supplies to teach a class.

- 2) **What is a Volunteer Service Unit (VSU)?** A VSU is an hour of volunteer service. These include hours spent in preparing to carry out a volunteer activity as well as the hours spent directly involved in volunteer work. This includes hours spent within the KEHA organization, in volunteer roles with Cooperative Extension and other community work.
- 3) **How can I record VSUs?** Regularly record volunteer service hours on the VSU log and submit your log to your county club/county Leadership Development Chair. VSUs should be reported in the KEHA program year in which the service occurred (July 1 – June 30).
- 4) **How are VSUs categorized?** The VSU program includes four categories of service. Those categories include Extension (4-H and other), KEHA, Community and Personal. NOTE: 4-H hours are included on the VSU log and reported under the Extension category in a separate column and count as Extension hours for VSU reporting.
- 5) **What counts as volunteer hours in each category?** NOTE: The following examples are not all inclusive.

Extension – Unpaid service to assist with any Extension Agent directed programs. This category also includes assisting with any program organized and presented by an Extension agent. Counted hours should include your training, preparation time, travel time and delivery time to your audience. The key here is agent-led and directed programs where the KEHA member is a volunteer.

Examples:

- Participating in agent-led training to become a Leader Lesson leader
- Judging a 4-H event or leading a 4-H club
- Volunteering at 4-H Camp, Project Days, or other 4-H events
- Helping agents with county fair tasks
- Volunteering at an Extension field day
- Helping with Farm Safety Days
- Volunteering with LEAP
- Serving on the County Extension Council, Extension District Board, State Extension Council
- Serving on the County 4-H Council or FCS Council

KEHA – Programs that originate and are directed by KEHA leaders and members. This includes unpaid service to a club, county, area, or the state as a committee member or officer. Participating in training sessions and organizing and leading KEHA-sponsored events should be counted. All volunteer hours from planning, preparing, and conducting the meeting or activity should be included, as well as travel time, phone and/or messaging time and activity/presentation time. All volunteer time for club, county, area, or state KEHA projects, fundraisers and special initiatives would be counted in this category.

Examples:

- Leading a Leader Lesson with a homemaker club
- Making quilts that will be donated
- Bazaar and craft sales to benefit KEHA
- Fundraisers for KEHA scholarships
- Hosting an ovarian cancer tea fundraiser
- Creating social media promotions
- Planning/conducting KEHA Week activities
- Baking for club-sponsored bake sales
- Planting trees as a club project

Community – This category is for unpaid service as a member or officer within community groups. Service counts as community as long as the volunteer role is not related to an Extension-led activity or Extension Homemakers activity. This category is also for reporting volunteer time mentoring/tutoring students at school. All volunteer hours from planning, preparing, and conducting the meeting or activity should be included, as well as travel time, phone and/or messaging time and activity/presentation time.

Examples:

- Local homeowner's association
- Library board
- Rotary, Kiwanis, Eastern Star, etc.
- Parent-teacher organizations, school boards, etc.
- First responder
- Literacy programs
- Senior home visits
- American Cancer Society, Red Cross, etc.
- Judging FCCLA events
- Community beautification projects

Personal – This category is for reporting of any unpaid service provided to family, friends, and neighbors not living with you. Religious activities also can be included in this category.

Examples:

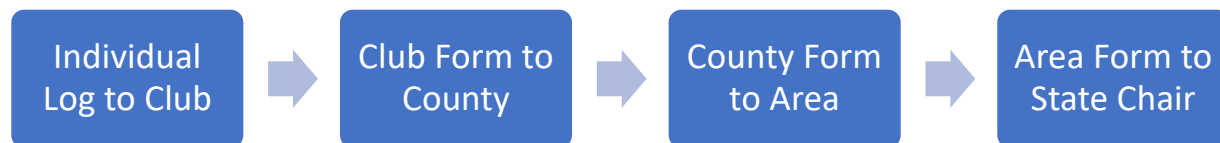
- Babysitting relatives not living with you
- Driving someone to a doctor's appointment
- Picking up groceries
- Mowing someone's lawn
- Shoveling snow or raking leaves
- Teaching Sunday School
- Church choir practice
- Driving the church van

- 6) Each hour of your service should be counted in only one category. In the case of projects or programs that may cross category lines, choose the category that best represents that activity.
- a. Example: Happy Homemakers Club partners with a 4-H agent to conduct a sewing camp for kids. If leadership is shared by an agent and a KEHA leader, count those hours as **EXTENSION** due to agent involvement.
 - b. Example: Country Ladies Club partners with a local school to teach basic sewing skills to students after school. Since the project is organized and presented by KEHA members, these hours count as **KEHA** hours.
 - c. Example: Susie Smith volunteers with the Cancer Society and provides local residents transportation to oncology appointments. These hours are reportable under **COMMUNITY** because it is a specific function through a community group. However, If Susie transports Aunt Lulu as a personal favor, the hours count as **PERSONAL**.

- 7) **How do members report their individual hours?** Hours may be tracked in any manner you see fit. A log form should be used for reporting. The log for recording VSUs can be found in the KEHA Manual Appendix. Make as many copies as necessary and total the number of hours per category before sending the log to the Club/County Chair for Leadership Development.
- 8) Club hours will no longer be collected. Only individual hours should be submitted. Counties are encouraged to recognize specific clubs for going above-and-beyond at the local level. Clubs also can choose to participate in the Community Volunteerism Award.
- 9) **How are hours reported at each level?**
VSUs are reported in two ways:
 1. The **Leadership Development Program of Work Report** collects county totals for hours, which will be compiled to state totals. These totals are used to calculate how much those hours are valued monetarily in the Commonwealth.
 2. The **VSU Report Form** collects the top hour-earning individuals and those with more than 500 hours. This is utilized for individual awards.

Reporting Process for Volunteer Service Units (VSU):

1. Clubs report to county, county reports to area, and area reports to the state Leadership Chair.



2. The Club Leadership Chair will collect the VSU log from members, ensure that hours are totaled by category and complete the Program of Work report form. The VSU logs and Program of Work Report forms should be sent to the County Chair **by July 1**.
3. The County Chair will complete the County VSU Report Form and the Leadership Development Program of Work Report form. The county reports are due **by August 15**. The VSU forms should be forwarded to the Area Chair. The Program of Work Report form should be submitted online and a copy sent to the Area Chair.
4. The Area Chair will complete the Area VSU Report Form. All pages should be submitted to the State Leadership Development Chair **by September 15**.
5. The State Leadership Chair will award a gift card to the individual with the greatest number of hours STATEWIDE in each category and will award certificates to the 2nd and 3rd place recipients for each category STATEWIDE annually at the State Meeting.

It may be helpful for members of clubs to go over, collect, and tally all VSU logs at the last meeting of the Homemaker year in spring. Reporting can be made more fun by organizing a “party” for collecting information from all clubs or members, roundtable style. Some counties have utilized a theme with snacks or a meal to make the reporting process more enjoyable.

Recognition:**At the COUNTY level:**

- a. All members reporting any hours should be recognized by category. This can be at the annual county meeting, a newsletter, social media, website, etc. The county council should work with the County Leadership Development Chair to determine the most appropriate means of recognition.
- b. The top three members in each category should be recognized and presented with a certificate at the annual county meeting. The County Leadership Development Chair is responsible for this recognition.
- c. Using the VSU reporting forms, the County Leadership Development Chair will submit a report to the Area Leadership Development Chair. This report includes the top three members in each category and all members in the county with 500 or more total hours across all categories.
- d. Hours may not be held over to the next year; all hours will be recognized at some level each year.
- e. If your county annual meeting is held before the end of the KEHA year when these reports are due, this information will need to be saved by the County Leadership Chair for certificate presentation at the next annual meeting or at another time designated by the county council.

At the AREA level:

- a. The Area Leadership Development Chair will compare the top three individuals reported in each category and identify the top three members from the area in each category.
- b. The Area Leadership Development Chair will use the VSU report to submit the top three area members from each category to the State Leadership Development Chair by the deadline.
- c. The three area members in each of the four categories and all area members with 500 or more hours across all categories will be recognized with a special certificate at the annual area meeting. This will be the responsibility of the Area Leadership Development Chair.
- d. If the area annual meeting is held before these numbers are known, the information will be saved and certificates presented at the next annual meeting.

At the STATE level:

- a. The State Leadership Development Chair will compare the top three area winners from each category to identify the top three members in each category from across the state.
- b. At the annual KEHA State Meeting the top recipient from each category across the state will receive a gift card. The 2nd and 3rd place recipients will receive a certificate.

Volunteer Service Unit (VSU) Log (copy as needed)

Name: _____ Address: _____

County: _____ Phone: _____ Email: _____

** In 2025 the log was modified so that 4-H volunteer hours can be tracked and recorded. While 4-H hours are reported on a separate POW Report form (4-H Youth Development), they still count as part of an individual's total Extension VSU hours.*

Date	Activity/Job Performed	Hours (report each hour in only one category)				
		Extension*		KEHA	Community	Personal
		4-H	Other			
TOTALS						

Categories: Extension = Projects or programs directed by an Extension Agent. KEHA = Projects initiated and led by KEHA members. Community = Service to other entities/organizations in the community (not Extension or KEHA projects). Personal = Unpaid service to family, friends, and neighbors. See KEHA Handbook pages 63-64 for complete category descriptions. Report all hours earned within the past KEHA year (July 1 – June 30). Logs due to the county Leadership Chairperson or designated contact by July 1.

County Volunteer Service Unit Report

This form recognizes individual hours and is used for awards.

Date completed: _____

Name of person completing this form: _____

Phone number: _____ Email address: _____

Submit report to your AREA LEADERSHIP DEVELOPMENT CHAIRPERSON by August 15.

Please list the top three members per category of volunteer Hours.

EXTENSION HOURS			
1 st place name		Hours:	
2 nd place name		Hours:	
3 rd place name		Hours:	
KEHA HOURS			
1 st place name		Hours:	
2 nd place name		Hours:	
3 rd place name		Hours:	
COMMUNITY HOURS			
1 st place name		Hours:	
2 nd place name		Hours:	
3 rd place name		Hours:	
PERSONAL HOURS			
1 st place name		Hours:	
2 nd place name		Hours:	
3 rd place name		Hours:	

Please also ensure your Leadership Development Program of Work Report Form is filed to report total VSU hours for the county.

Please list the names and total hours for all members reporting 500 or more hours of service for the KEHA year. Hours do not carry forward from previous years.

Name	Total Hours	Name	Total Hours

Club hours will no longer be reported on the VSU form.

AREA Volunteer Service Unit Report

This form recognizes individual hours and is used for awards.

Date completed: _____

Area Leadership Development Chairperson: _____

Phone number: _____ Email address: _____

Submit report to the KEHA STATE LEADERSHIP DEVELOPMENT CHAIRPERSON by September 15.

Please list the top three members per category of volunteer hours for your area.

EXTENSION HOURS			
1 st place name		Hours:	
2 nd place name		Hours:	
3 rd place name		Hours:	
KEHA HOURS			
1 st place name		Hours:	
2 nd place name		Hours:	
3 rd place name		Hours:	
COMMUNITY HOURS			
1 st place name		Hours:	
2 nd place name		Hours:	
3 rd place name		Hours:	
PERSONAL HOURS			
1 st place name		Hours:	
2 nd place name		Hours:	
3 rd place name		Hours:	

Leadership Development Program of Work Report **For data collected July 1, 2026, to June 30, 2027**

Name of person completing this form: _____	
Phone: _____	Email: _____
For CLUB reports: Club reports are due to the County Leadership Development Chairperson by July 1, 2027 . Club Name: _____	
For COUNTY reports: County reports are due via online surveys by August 15, 2027 . The surveys will be available at https://keha.org/reports/ by July 1, 2027. A copy of the submission should be mailed to the Area Leadership Development Chairperson by August 15, 2027.	
County: _____	Number of Clubs reporting: _____

1. Was there a club and/or county officer training? ____ Yes ____ No
 - a. Number of officers trained: _____
2. Was there a club and/or county educational chairperson training? ____ Yes ____ No
 - a. Number of chairpeople trained: _____
3. How many members received leadership training at the club or county level? _____
4. How did the training you received enable you to achieve your goals? _____
5. Number of members who received lesson information on parliamentary procedures: _____

This section is used to report county totals of volunteer hours. (Please also ensure your County VSU Report Form is filed to recognize individual hours for awards.)

6. **EXTENSION** Volunteerism: Hours members volunteered for **Extension** activities/events: _____
 (NOTE: Extension VSU hours are the total of both 4-H and other Extension hours. 4-H volunteer hours also should be separately reported on the 4-H Program of Work form as well.)
7. **KEHA** Volunteerism: Hours members volunteered for **KEHA** activities/events: _____
8. **COMMUNITY** Volunteerism: Hours members volunteered for **Community** activities/events: _____
9. **PERSONAL** Volunteerism: Hours members volunteered for **Personal** activities/events: _____

10. Educational scholarships awarded. *(Please do not include 4-H Camp scholarships in this section. Report those numbers and amounts via the 4-H Program of Work report.)*
 - a. Club scholarships – How many? _____ Total amount given: \$ _____
 - b. County scholarships – How many? _____ Total amount given: \$ _____
 - c. Area scholarships – How many? _____ Total amount given: \$ _____
11. Describe one program that enabled your club, county or area to have a positive impact in your community.

CULTURAL ARTS and HERITAGE

Program Overview

The Cultural Arts and Heritage program area covers a wide range of content that includes fine arts and crafts, heritage and history of both Kentucky and world cultures, literacy and reading and other areas that cover an appreciation of both the Kentucky and world culture. The following are ongoing activities of this program:

- Promote programs that broaden the understanding of our nation, state, and communities, citizenship, history, etc.
- Promote and develop culturally representative programs.
- Revive traditional art forms and continue teaching heritage skills such as basketry, carving, crocheting, doll making, embroidery, knitting, painting, pottery, quilting, sewing, etc.
- Promote Extension Master Volunteer Programs to teach and preserve arts and heritage skills.
- Encourage self-expression through all forms of creative, visual, and performing arts.
- Conduct an awards program in arts and promote participation in the State Cultural Arts Exhibit.
- Promote the study of cultural heritage through literature and museums. Utilize libraries and encourage written and oral histories of families and communities. Promote genealogy programs.
- Promote reading, especially of Kentucky authors.
- Explore home-based business opportunities utilizing handmade arts and crafts.

CONTESTS and RESOURCES:

- **Passport Booklet (participation numbers due to COUNTY by July 15)**
- **Creative Writing (entries due to STATE CHAIRPERSON by March 1)**
- **Book List Suggestion Form (suggestions due to STATE CHAIRPERSON by March 15)**
- **Book List (updated yearly on July 1, found on [Chairperson webpage](#))**
- **Cultural Arts Exhibit (State contest is May)**

KEHA Cultural Arts and Heritage Chairperson 2024 to 2027

Cindy Moore
2707 Sunnyside Road
Eminence, KY 40019

502-706-0579
cjml@bellsouth.net

CULTURAL ARTS AND HERITAGE

Program of Work • Effective July 1, 2025 – June 30, 2028

Situation:

Kentucky is enriched with hundreds of talented Extension Homemakers who create handmade works of art for all to enjoy. Whether their items are crafted at home, or during classes hosted by Cooperative Extension and beyond, Extension Homemakers may choose to enter their creations in contests to be judged.

The Extension Homemaker Cultural Arts Contest provides the opportunity for these artists to be recognized among their peers. For consistent and fair judging, emphasis is on proper category and sub-category placement of the entry. If a creation is entered in the incorrect category or does not meet the contest guidelines this can result in disqualification and disappointment.

To encourage participation in and satisfaction with the Extension Cultural Arts Exhibits, focus will be placed on the Contest category and sub-category definitions and requirements. This awareness should encourage Extension Homemakers to try new crafts and learn new skills and feel confident when entering their items in an Extension Cultural Arts Exhibit.

Over the course of three years, the emphasis will be on:

- Baskets
- Fibers
- Felting

Year ONE Focus (July 1, 2025 – June 30, 2026): BASKETS

Goal: Increase knowledge related to the BASKETRY category of our Cultural Arts Exhibit and provide guidance so that entries in the Exhibit are placed in the correct sub-category

Objectives:

- Clearly define the Cultural Arts and Heritage Exhibit BASKET sub-categories
- Identify different basket materials appropriate for weaving (for example, cane and reed)
- Interpret judging criteria and expectations for the BASKET Category

Activities:

- Attend basket workshops, weave a basket – or two – or three!
- Enter your basket(s) in the Cultural Arts contest
- Support local basket artists and basket guilds
- Visit the [Cultural Arts Chairperson webpage](#) for information

CULTURAL ARTS AND HERITAGE

Program of Work • Effective July 1, 2025 – June 30, 2028 (continued)

Year TWO Focus (July 1, 2026 – June 30, 2027): FIBERS

Goal: Basic understanding of the processes for turning animal and plant fibers into yarns, textiles, and, ultimately, into consumer products; appreciate the history and cultural heritage of fibers

Objectives:

- Identify basic characteristics and properties of animal and plant fibers
- Describe methods to process fibers into yarns and textile products
- Encourage artistic creativity and original design with natural fibers

Activities:

- Participate in weaving, knitting, crochet, and other fiber arts classes
- Create works of art with fibers and textiles as the focus
- Attend workshops and fiber fairs on the Kentucky Fiber Trail
<https://www.kentuckysheepandfiber.com/kentuckyfibertrail>
- Support local fiber artists and fiber guilds (see list on Chairperson webpage)

Year THREE Focus (July 1, 2027 – June 30, 2028): FELTING

Goal: Raise awareness of the FELTING category of our Cultural Arts Exhibit and provide inspiration so that entries in this category increase

Objectives:

- Define the materials and tools used in felting
- Explain the difference between needle felting and wet felting
- Encourage artistic creativity and original design of felted projects

Activities:

- Attend felting classes and workshops and experiment with felting processes
- Enter your Felted creation in the Cultural Arts contest
(13. FELTING a. Needle Method, b. Wet Method)
- Support local fiber artists and fiber guilds (see list on Chairperson webpage)

CULTURAL ARTS AND HERITAGE

Passport Booklet Contest – Totals Due to COUNTY by July 15

CONTEST:

- The Passport Booklet is available on the [Cultural Arts and Heritage Chairperson's webpage](#)
- The **COUNTY** that records the most **places visited*** / **events attended*** (based on the percentage of county members participating) will be awarded \$50.
- Places visited / events attended are “collected” in Passport Booklet from July 1 to June 30.
- Clubs and/or members should submit all completed passports to the **COUNTY** Cultural Arts Chairperson or the **COUNTY** President by **July 15**.
- **COUNTY** should include the total members (who participated) and the total places* / events* on the **COUNTY** Cultural Arts and Heritage Program of Work Report
- Once data is entered, the physical Passport Booklet may be returned to the Homemaker.
- Passports and Passport data does NOT need to be sent directly to the State Chairperson;
State Chairperson will receive data from compiled county reports.

OBJECTIVES:

- To promote Cultural Arts and Heritage
- To promote and share multicultural experiences
- To develop educational awareness of historic surroundings

ACTIVITY SUGGESTIONS:

- Visit and explore Kentucky's parks, museums, restaurants, cultural centers
- Promote Homemakers interaction with other counties and areas
- Encourage healthy and active lifestyles

*PLACES VISITED and/or *EVENTS ATTENDED:

Each line entry in the Passport Booklet should be a **unique experience**.

THIS COUNTS = Going to the same State Park to attend two different experiences may count as two separate line entries (dates can be the same or different).

Example: ***Both*** of these count as individual entries

- OUTDOOR EXPERIENCE – Boating at Cumberland Falls on 08/12/24
- ART CLASSES – Quilting retreat at Cumberland Falls on 08/12/24

THIS DOES NOT COUNT = Going to the same restaurant or place on multiple occasions (dates) and having the same experience and recording it as multiple entries.

Example: Please only record ***one*** of these events

- NOTABLE DINING EXPERIENCES – Boone Tavern, Berea on 05/14/24
- NOTABLE DINING EXPERIENCES – Boone Tavern, Berea on 07/19/24

CULTURAL ARTS AND HERITAGE
Creative Writing Contest – Entries Due to STATE Chairperson by March 1
COVERSHEET • AUTHOR RELEASE FORM

GENERAL GUIDELINES:

- Members may submit ONE entry in EACH category
- Please do not resubmit creative writing entries from previous years
- **Category descriptions are on the next page**
- Entries should not contain words of profanity
- The KEHA Executive Board reserves the right to not print any entry due to content
- Entries should be **typed**, *however*, legible handwritten entries will be accepted if there is no way the entry can be typed; Entries submitted in **electronic format**, preferably in **Microsoft Word**, are **encouraged**
- Entries are not returned; please save a copy of your entry and this page for your records
- Winners will be announced at the State Meeting and winning entries will be posted on the Cultural Arts webpage by July 1
- **1st Place Winners in each category will receive a \$25 gift card at the State Meeting**

**THIS Creative Writing Contest Cover Sheet and Author Release Form
must accompany EACH entry. Entries are due with this sheet by March 1.**

Indicate category of your entry:

_____ Poetry (limited to 30 lines)

_____ Memoir (limited to 2 pages)

_____ Short Story (limited to 3000 words)

Please submit to:

Cindy Moore
2707 Sunnyside Road
Eminence, KY 40019

cjrn1@bellsouth.net

Title of Entry: _____

Author's name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

County: _____ AREA: _____

Phone: (____) _____ Email Address: _____

The Kentucky Extension Homemakers Association has my permission to print my creative writing entry, to include my entry in a booklet of all or selected entries, or to read aloud or perform my entry at a public event, such as the KEHA annual meeting.

Signature: _____ Date: _____

CULTURAL ARTS AND HERITAGE
Creative Writing Contest (continued)
CREATIVE WRITING CATEGORY GUIDELINES

Please refer to the previous page for GENERAL GUIDELINES and required coversheet.

Entries are due to the State Chairperson by MARCH 1.

1st Place Winners in each category will receive a \$25 Gift Card at the State Meeting.

Original POETRY:

- Entry is limited to 30 lines

Original MEMOIR:

- Entry is limited to 2 pages, double spaced
- Entry is limited to one memory, written in first person
- Entry should focus on a person, place, or animal which has a particular significance in the writer's life
- Entry should recreate for the reader incidents shared with the person, place, or animal
- Entry should reveal the writer's knowledge of and feelings about the person, place, or animal
- Entry should make the person, place, or animal come alive for the reader
- Entry should include insights gained when recalling the significance of the subject of the memoir

Original SHORT STORY:

- Entry is limited to 3,000 words
- Entry may be written in the first person or third person
- Entry should contain:
 - ✓ a plot, rising action and a climax
 - ✓ setting details woven into the text of the story, allowing the reader entry into the story
 - ✓ development of at least one character through the character's own words, thoughts, or actions and/or those of another character
 - ✓ a tightly woven plot limited to one main idea or purpose
 - ✓ a problematic conflict, developed as the story progresses
 - ✓ a resolution of that conflict
 - ✓ idea development through snapshots, "thoughtshots," dialogue, description, etc.



CULTURAL ARTS AND HERITAGE

Book List Suggestion Form – Due to STATE by March 15



Please help compile our next Kentucky Extension Homemaker Association Book List by suggesting discussion-worthy, well written books **published in the past 3 years**.

Book suggestions should be submitted from the following nine categories:

- Arts
- Biography
- Family and Consumer Sciences
- Fiction
- History
- Kentucky
- Religion and Spirituality
- Travel
- Classics and Old Favorites
(may be older than 3 years)

Please help us help our fellow Homemakers by making sure that your Book List Suggestions are for books that are still in print and are easily available with a hard copy option.

Book Lists are updated yearly and are available by July 1
on the [Cultural Arts Chairperson's webpage](#).

Please submit your suggestions by **March 15** to the State Cultural Arts and Heritage Chairperson:

Preferred method (click or scan):	Or E-Mail information to:	Or MAIL information to:
Qualtrics Link for KEHA Book List Submission 	cjrn1@bellsouth.net	Cindy Moore 2707 Sunnyside Road Eminence, KY 40019
Questions? call Cindy at 502-706-0579		

If submitting by email or mail, please include the following information:

Category (from list above) –

Name of Book –

Author –

Year Published –

Short Description (**3 or 4 sentences**, use back if necessary) –

CULTURAL ARTS AND HERITAGE

Cultural Arts Exhibit – STATE LEVEL RULES

- All Extension Homemakers are encouraged to submit “original” items of original design.
- Entries comprised primarily of 3-D printed materials will not be accepted.
- Each article must be the work of an Extension Homemaker member and must have been completed during the past 2 years.
- A Homemaker (exhibitor) may enter up to one item in each sub-category.
- If a Homemaker is a dues-paying member in more than one county, please choose ONLY ONE county in which to enter all Cultural Arts exhibits.
- Should a KEHA member who is in good standing happen to pass away before a qualified entry can advance to the next level of judging (county to area, area to state), the deceased member’s entry will remain eligible, and the club/county will have the option to enter it at the next level.
- Entries will be exhibited by category. Entries will be judged by subcategory when indicated.
- The exhibitor is responsible for category/subcategory determination. Extreme care should be taken at the county and area level to place entries in the correct category and subcategory.
- Entries in the wrong category will be moved to the correct category, *if possible*. Entries entered in the wrong category, where there is no correct category available or where there is already another entry, will be disqualified.
- AREAS may exhibit one item from each category and/or subcategory (maximum number is 100 for 2025 – 2026). Identification of item should be on tag provided by state and attached to exhibit.
- Blue ribbons are awarded for high quality work, the number depending on the quality of the entries. Only one championship purple ribbon is awarded to best of the blue ribbon entries in each category.
- BLUE Ribbon and PURPLE Ribbon exhibits from previous years in each subcategory (or category, if category has no subcategories) are not eligible for entry in another KEHA cultural arts contest.
- The exhibitor and/or their representative is responsible for transporting exhibits to and from the state meeting.
- Each exhibitor must provide their own materials to properly display their item. Tape and nails cannot be used on the walls. If items are best displayed vertically, please provide an easel or equipment to display the exhibit in a free-standing manner.
- Please label any easels, picture stands, hangers, or other display equipment with exhibitor name.
- All exhibits must remain displayed throughout the duration of the Cultural Arts Exhibit. In the case of an emergency, items may be removed only on approval of the state Cultural Arts Chairperson.
- Neither the Kentucky Extension Homemakers Association nor the University of Kentucky will be responsible for any lost, misplaced or broken items. We do not anticipate any misfortune, but this disclaimer must be clearly understood by all exhibitors.

CULTURAL ARTS AND HERITAGE

Cultural Arts Exhibit – CRITERIA FOR JUDGING

When evaluating Exhibits, keep the Elements & Principles of Art in mind:

- **Elements:** line, shape, space, texture, color
- **Principles:** balance, emphasis, contrast, movement, unity, variety, rhythm, pattern

A. All Categories (except for those listed separately):

- 1) Originality / Creativity
- 2) Artistic promise (inspires viewer & demonstrates effort by artist)
- 3) Technique is appropriate for the category
- 4) Artistic expression based on the elements and principles of art & design
- 5) Workmanship / Neatness
- 6) Degree of difficulty

B. Baskets:

- 1) Woven with natural materials (e.g. reed, cane, NO FABRIC / NO ROPE)
- 2) Level of difficulty
- 3) Uniform shape
- 4) Proper finishing: tight rim lashing, trimmed lashing, excessive splinters are clipped or singed
- 5) Start / stop rows hidden
- 6) Packed weave (no gaps)
- 7) For wooden base baskets: Hole in the center of base is plugged and sealed

C. Photography:

- 1) Originality
- 2) Content (Subject matter)
- 3) Clarity (Is it in focus? Good use of lighting?)
- 4) Technical competence (When appropriate, demonstrates awareness of aperture and shutter speed)
- 5) Composition

D. Quilts:

- 1) Skill / Techniques
- 2) Workmanship / Neatness
- 3) Originality / Creativity
- 4) Artistic expression based on the elements and principles of art & design

E. Scrapbooking – Please indicate page(s) to be judged if entire scrapbook is sent.

Contest is limited to one-page and two-page layouts only. **No framed entries:**

- 1) Quality of photography
- 2) Neatness & Lettering
- 3) Journaling (Does it tell a story?)
- 4) Artistic expression based on the elements and principles of art & design

CULTURAL ARTS AND HERITAGE

Cultural Arts Exhibit – RIBBON PROCEDURES

There are 27 CATEGORIES

- 25 of the 27 Categories also include Subcategories
- There are a TOTAL of 99 Category/Subcategory designations

Qualified entries should be placed in the most appropriate Category/Subcategory; **please do not place an item in the “miscellaneous” category because there is already a similar item in the appropriate category.**

Entries advancing to the next level (County to Area; Area to State) should remain in the same, appropriate Category/Subcategory the entire time.

RIBBONS (*suggested* recognitions)

- Blue = 1st Place
- Red = 2nd place (optional at County and Area levels; not used at State level)
- White = 3rd place (optional at County and Area levels; not used at State level)
- Purple = “Best of Category” (optional at the County /Area levels; 27 awarded at State level)

At the COUNTY LEVEL

- COUNTIES may award ribbons in Categories/Subcategories AS THEY SEE FIT
- COUNTIES should select only ONE top-winning entry from EACH of the 99 Categories/Subcategories at the COUNTY Level to advance to the AREA LEVEL Cultural Arts Exhibit
- Only ONE item from each of the 99 Subcategories advances from the COUNTY Level to the AREA Level

At the AREA LEVEL

- AREAS may award ribbons in Categories/Subcategories AS THEY SEE FIT
- AREAS should select only ONE top-winning entry from EACH of the 99 Categories/Subcategories at the AREA Level to advance to the STATE LEVEL Cultural Arts Exhibit
- Only ONE item from each of the 99 Subcategories advances from the AREA Level to the STATE Level

At the STATE LEVEL

- State Exhibit receives up to 99 items from each of the 14 Areas (up to 1,386 entries)
- State Judges award BLUE RIBBONS for what they deem the highest quality work
- Judges may award as many Blue Ribbons per Category/Subcategory as they see fit
- Red Ribbons and White Ribbons are not awarded at the State Level
- PURPLE RIBBONS are awarded to ONE ITEM within each of the 27 Categories
- A State Purple Ribbon item is chosen from a State Blue Ribbon winner
- Purple Ribbons are not awarded by Subcategory at the STATE LEVEL

2026 – 2027 • CULTURAL ARTS EXHIBIT – CATEGORIES

Effective 7-1-26 through 6-30-27

Please refer to the **CLARIFICATIONS** pages for more information.

- 01. SEWING (Apparel & Home Décor)**
 - 1a. Basic Garment APPAREL
 - 1b. Specialty Garment APPAREL
 - 1c. Accessory APPAREL
 - 1d. Basic HOME DÉCOR
 - 1e. Specialty HOME DÉCOR
- 02. ART, 3-Dimensional** (*see Clarifications*)
 - 2a. Carving
 - 2b. Sculpture / 3-d artistic forms
 - 2c. Glass
- 03. ART, Natural** (*see Clarifications*)
 - 3a. Wood
 - 3b. Other
- 04. REPURPOSED & UPCYCLED**
(**MUST include a "before" photo**)
 - 4a. Clothing
 - 4b. Household
 - 4c. Other (includes junk journals)
- 05. BASKETRY** (*see Clarifications*)
 - 5a. Cane (includes Nantucket)
 - 5b. Wooden Base (excludes Nantucket)
 - 5c. Miniature (under 4 inch)
 - 5d. Novelty
 - 5e. Non-Ribbed, Traditional
 - 5f. Ribbed, Traditional
- 06. BEADING** (*see Clarifications*)
 - 6a. Bead Weaving
 - 6b. Wearable (non-jewelry)
 - 6c. Other
 - 6d. Diamond Art Mosaic
- 07. CERAMICS & POTTERY** (*see Clarifications*)
 - 7a. Hand-formed
 - 7b. Molded
 - 7c. Pre-made
- 08. COUNTED CROSS STITCH**
 - 8a. 14 Count Fabric & Under
 - 8b. 16 to 22 Count Fabric
 - 8c. Specialty Cloth (linens, etc.)
- 09. CROCHET**
 - 9a. Accessories
 - 9b. Garment
 - 9c. Home Decor & Afghans
 - 9d. Thread
 - 9e. Figurine (includes amigurumi)
- 10. DOLL/TOY MAKING**
 - 10a. Doll (any medium)
 - 10b. Toy (any medium)
- 11. DRAWING** (*see Clarifications*)
 - 11a. Pastels
 - 11b. Pen and Ink
 - 11c. Pencil or Charcoal- Black
 - 11d. Pencil- Color
- 12. EMBROIDERY**
 - 12a. Basic
 - 12b. Candle Wicking
 - 12c. Crewel
 - 12d. Machine
 - 12e. Ribbon **or** Smocking
 - 12f. Swedish
 - 12g. Tatting/Lace Making
 - 12h. Chicken Scratch
 - 12i. Punch Needle (under 60" perimeter)
 - 12j. Other

Continued on the next page

2026 – 2027 • CULTURAL ARTS EXHIBIT – CATEGORIES (continued)

Effective 7-1-26 through 6-30-27

Please refer to the **CLARIFICATIONS** pages for more information.

- 13. FELTING** (*see Clarifications*)
 - 13a. Needle Method
 - 13b. Wet Method
- 14. HOLIDAY DECORATIONS**
 - 14a. Autumn
 - 14b. Spring
 - 14c. Summer
 - 14d. Winter
- 15. JEWELRY** (*see Clarifications*)
 - 15a. Beaded
 - 15b. Mixed Media
 - 15c. Artist Design
- 16. KNITTING (HAND - with knitting needles)**
 - 16a. Accessories
 - 16b. Garment
 - 16c. Home Decor and Afghans
 - 16d. Figurine (includes amigurumi)
- 17. KNITTING (OTHER - machine/loom)**
 - 17a. Other
- 18. NEEDLEPOINT**
 - 18a. Cloth or Canvas
 - 18b. Plastic
- 19. PAINTING, ART** (*see Clarifications*)
 - 19a. Acrylic
 - 19b. Oil
 - 19c. Watercolor
- 20. PAINTING, DECORATIVE**
 - 20a. Metal
 - 20b. Wood
 - 20c. Other
- 21. PHOTOGRAPHY (mounted or framed)**
 - 21a. Black & White
 - 21b. Color
- 22. QUILTS** (*see Clarifications*)
 - 22a. 1 Hm, Sm., **Machine** Pieced & Quilted
 - 22b. 1 Hm, Sm., **Hand** Pieced & Quilted
 - 22c. 1 Hm, Sm., **Combo** (MP/HQ or HP/MQ)
 - 22d. 1 Hm, Med., **Machine** Pieced & Quilted
 - 22e. 1 Hm, Med., **Hand** Pieced & Quilted
 - 22f. 1 Hm, Med., **Combo** (MP/HQ or HP/MQ)
 - 22g. 1 Hm, Lrg., **Machine** Pieced & Quilted
 - 22h. 1 Hm, Lrg., **Hand** Pieced & Quilted
 - 22i. 1 Hm, Lrg., **Combo** (MP/HQ or HP/MQ)
 - 22j. 2 Hm, Med., **Machine / Hand / Combo**
 - 22k. 2 Hm, Lrg., **Machine / Hand / Combo**
 - 22l. 3+ Hm, Med. or Lrg.,
Machine / Hand / Combo
 - 22m. Fiber Arts/Mixed Media, 1Hm,
Sm. or Med. (*see Clarifications*)
- 23. PAPER CRAFTING**
 - 23a. Card Making (single card only)
 - 23b. Origami
 - 23c. Quilling
 - 23d. Scrapbooking
- 24. RUG MAKING** (*see Clarifications*)
 - 24a. Braided or Woven
 - 24b. Hooked or Punch Needle (60"+ perim.)
 - 24c. Other
- 25. WALL or DOOR HANGING** (*see Clarifications*)
 - 25a. Fabric
 - 25b. Other
- 26. WEAVING**
 - 26a. Hand (macrame, caning)
 - 26b. Loom (includes pin weaving)
- 27. MISCELLANEOUS**
 - 27a. Miscellaneous

CULTURAL ARTS AND HERITAGE

Exhibit Category / Sub-Category CLARIFICATIONS

- PLEASE contact the State Cultural Arts Chairperson with any questions.
- Please refer to this section to assist with sub-category placement of entries.
- Not all Categories are defined; as time and resources permit, this list will grow to expand upon and clarify most Categories.
- **Perimeter** = the total measurement around the outside edges of a two-dimensional entry; maximum perimeters are noted in: Beading, Drawing, Painting, Photography, Quilts, Rugs.

1. SEWING (Apparel & Home Décor)

- Items are constructed by SEWING
- a. **Basic Garment APPAREL** = features more basic sewing techniques
- b. **Specialty Garment APPAREL** = features tailoring techniques, more structure; includes appliqued and quilted apparel
- c. **Accessory APPAREL** = tote bags / purses / hats
- d. **Basic HOME DÉCOR** = ex: simple pillows / pillowcases
- e. **Specialty HOME DÉCOR** = ex: rope bowls; includes appliqued or quilted pillows, runners

2. ART, 3-Dimensional

- a. **Glass** = may include 2-D or 3-D stained glass or blown glass

3. ART, Natural

- Use of natural materials such as wood, stone, and earth
- Kiln-dried clay and pottery should be placed in 7. CERAMICS & POTTERY
- b. **Other** = reserved for entries that are NOT made with wood

4. REPURPOSED & UPCYCLED

- Exhibits must be accompanied by a “before” picture that depicts items in their original form before they were “repurposed or recycled” into the final exhibit item
- Subcategories describe the resulting (end) project, for example, if a CLOTHING ITEM is “upcycled” into something for the HOUSEHOLD, then the exhibit should be entered in “b. Household”
- a. **Clothing** = item is made into something that can be worn
- b. **Household** = item is made into a household or decorative item
- c. **Other** = item is made into something other than clothing or a household/decorative item; please place junk journals in this sub-category

5. BASKETS

- Baskets should be woven with natural materials (e.g. reed, cane, pine needles, leather); no rope baskets (rope baskets may be entered in 1. SEWING e. Specialty Home Décor)
 - “Basket-shaped” items that are knit, crocheted, or constructed with a method other than weaving should be entered in the Category that demonstrates the skill used
 - Dyed materials should be placed in the same sub-category as undyed materials
 - Baskets with a wooden base that has a hole where it was attached to the mold during weaving, should have the hole closed with a wooden plug and sealed
 - Chairs and stools with woven seats should be entered in 26. WEAVING a. Hand
 - Brooms should be entered in 26. WEAVING a. Hand
 - Where size is concerned, handles are not included in this measurement
- a. **Cane** = includes Nantucket baskets; ribbed, woven with cane (cut from rattan plant, has a hard, smooth, shiny side and a dull, fibrous side); any shape or size allowed in which a wooden mold has been used for shaping; staves/stakes or hardwood, cane, or flat oval reed are inserted/attached to a wooden base; rim is hardwood, cane, or flat oval reed; if wooden base has a hole where it was attached to the mold during weaving, the hole should be closed with a wooden plug and sealed
- b. **Wooden Base** = any size reed basket (ribbed or non-ribbed) made with a wooden base (excludes Nantucket baskets)
- c. **Miniature** = 4” maximum in any direction (handles not included in measurement); includes Nantucket baskets, but other wooden base baskets of “miniature size” should be placed in the “wooden base” sub-category
- d. **Novelty** = any WOVEN item used for something other than a traditional basket (decorations, wall hanging, gourds, leather, etc.); includes COILED baskets made from natural materials (not rope or fabric); enter brooms in 26. WEAVING
- e. **Non-Ribbed, Traditional** = Any non-ribbed traditional reed basket larger than 4” in diameter that does not have a wooden base
- f. **Ribbed, Traditional** = Traditional Appalachian, no less than 4” in any direction, woven on a wooden frame with a series of ribs emerging from the lashing, binding parts of the frame together

6. BEADING

- Non-jewelry items created with beads that are either strung in an artistic manner or sewn/attached to an object
 - Although “Diamond Art” is not made with beads, the finished projects are most similar to art created with beads
- a. **Bead Weaving** = may be completed on a loom or off-loom; max perimeter of 130”
- b. **Wearable (non-jewelry)** = may include garments adorned with beads
- c. **Other** = formerly called “miscellaneous”
- d. **Diamond Art Mosaic** = tiny, resin “dots” attached to a surface in an artistic manner; item may be 2-D or 3-D; maximum perimeter of 2-D art is 130”

7. CERAMICS & POTTERY

- Functional or artistic items created with clay or other inorganic, non-metallic materials which are then dried or are fired at high temperatures
- a. **Hand-formed** = Homemaker shapes by hand, with or without a potter's wheel
- b. **Molded** = shaped or cast in a mold by the Homemaker
- c. **Pre-made** = object is already formed and/or dried; Homemaker adds decoration

10. DOLL / TOY MAKING

- A doll or a toy for any purpose that is made from any medium
- Dolls or toys that are either crocheted or knit should be placed in either the CROCHET or KNIT categories under the “figurine/amigurumi” sub-category

11. DRAWING

- Two-dimensional drawing on paper, canvas, or similar (intended to be hung or displayed)
 - Drawings do not need to be in a frame, but should be mounted (if they are on thin paper)
 - Maximum perimeter of drawings (including the optional frame) is 130”
- b. **Pen and Ink** = may be black and white or have color added with oil roughing

13. FELTING

- All felted items should be entered in the Felting category under one of the subcategories
- Felted items may be 2-D “picture-like” art or 3-D figurines or objects
- Items that have been knit / crocheted and wet felted should be entered in 13b. Wet Method

15. JEWELRY

- Any decorative/ornamental item worn for adornment (e.g. necklaces, rings, earrings, bracelets, broaches, hair items)
- a. **Beaded** = primarily made with beads of any style or size (charms are acceptable)
- b. **Mixed Media** = uses a mixture of elements such as fabric, glass, leather, rope, wire mesh, etc.
- c. **Artist Design** = constructed with non-traditional and/or upcycled elements used in an unconventional manner

19. PAINTING, ART

- Two-dimensional painted on canvas, paper, or similar (intended to be hung or displayed)
- Does not need to be in a frame, but should be mounted (if they are not on a canvas with stretchers)
- Maximum perimeter of paintings (including the optional frame) is 130”

21. PHOTOGRAPHY

- Photographs should be either mounted or in a frame – MATTING and/or GLASS is OPTIONAL
- Maximum perimeter of photographs (including the optional frame) is 130”

22. QUILTS

- **All quilt construction, including piecing and quilting, must be completed by KEHA member(s)** in good standing. Each quilt must have a front, back, and batting.
- Quilts will be judged based on *all* components of the quilt construction regardless of sub-category; this includes the **techniques** of piecing, quilting, needlework and applique, as well as the **design choices** such as fabric/textile selection, color, and contrast
- Quilted pillows, garments, and crafts are to be classified in other categories, outside of Quilts; these types of items will be disqualified if entered in the Quilts category
- Classification is based on the perimeter measurement (including border), the process used for piecing and quilting (machine or hand), and the number of Homemakers who completed the quilt (1, 2, or 3+); these are abbreviated in the Exhibit Categories list as follows:
 - **Hm** = Homemaker
 - **MP** = Machine Pieced
 - **MQ** = Machine Quilted
 - **HP** = Hand Pieced
 - **HQ** = Hand Quilted
 - **Combo (MP/HQ or HP/MQ)** = Constructed with the opposite piecing and quilting methods; MACHINE pieced / HAND quilted or HAND pieced / MACHINE quilted
- **Sub-Category sizing (perimeter measurement, including border):**
 - **Sm.** = Small, 180” or smaller perimeter, this includes quilt blocks
 - **Med.** = Medium, 181” to 319” or smaller perimeter
 - **Lrg.** = Large, 320” or larger perimeter
- **Multi-Homemaker Quilts (22j. / 22k. / 22l.):**
 - Made by 2 Homemakers (2 Hm) or 3+ Homemakers (3+ Hm)
 - Medium or Large size (minimum perimeter is 181”)
 - Each multi-homemaker quilt is to represent only one AREA at the State level
 - Each AREA may enter only one quilt per sub-category
 - Multi-homemaker quilts shall be entered under the name of one Homemaker only, or one Club name
 - The Homemaker name listed on the exhibit tag of the 2 Hm quilt is to be the Homemaker that pieced the quilt
 - Within each sub-category, a Homemaker or Club may not be listed on more than one exhibit tag
 - Multi-Homemaker winning quilts will receive only ONE RIBBON at the State Level
- **Fiber Arts / Mixed Media Quilts:**
 - Must be Machine / Hand / Combo by one Homemaker (no 2 Hm or 3+ Hm quilts)
 - Small or Medium size (maximum perimeter of 319”)
 - Quilted works of art made for display on wall; should include a rod pocket / hanging sleeve or other construction that enables it to be displayed
 - Any technique (including photo transfer), displaying innovative, contemporary design and materials, using fabric as the primary medium is acceptable
 - This quilt may include pictorial representation of a person, place or thing

23. PAPERCRAFTING

- a. **Card Making** = enter only one card; please do not enter sets of cards
- d. **Scrapbooking** = entries are limited to 1 or 2 pages; scrapbook pages should be displayed as if they are part of a scrapbook; loose pages or pages in sheet protectors are fine – but NO FRAMED SCRAPBOOK pages; if the entire scrapbook is sent, please designate pages to be judged; enter “junk journals” in 4. UPCYCLED & REPURPOSED, 4c. Other

24. RUG MAKING

- Items in these subcategories are created with the intent to be used as a floor covering, however they may be created for decorative purposes only
- Maximum perimeter in this category is 192”
- a. **Braided or Woven** = these two methods are in the same sub-category due to lack of entries in previous years; include rugs made with hand-braided strips
- b. **Hooked or Punch Needle** = these two methods are in the same sub-category due to lack of entries in previous years; Punch Needle entries UNDER 60” perimeter should be placed in the EMBROIDERY category
- c. **Other** = place rugs sewn with pre-made cord or rope in this sub-category

25. WALL or DOOR HANGING

- Items in these subcategories are created with the intent to display on a wall / door / vertical surface; item must be constructed or adapted in way in which they can be hung or mounted on a wall or door (i.e. they are not created “just to sit on a table” nor sit on the floor)
- Items may be displayed in the Cultural Arts Exhibit sitting on a table or chair, however please include a photo or description of the method of hanging this item on a wall or door

26. WEAVING

- Woven elements should be a significant part of the item; this may include clothing, accessories, furniture, brooms, etc.

27. MISCELLANEOUS

- This is reserved for entries for which no other Category/Sub-Category exists; please do not place entries in “Miscellaneous” that should be placed in another existing sub-category
- Entries arriving to the STATE CONTEST in the Miscellaneous Category that are best-placed in another sub-category will be removed, e.g. if an item is entered in Miscellaneous because a similar item is already in the appropriate sub-category, the entry in Miscellaneous will be removed

Cultural Arts & Heritage Program of Work Report
For data collected July 1, 2026, to June 30, 2027

Name of person completing this form: _____	
Phone: _____	Email: _____
For CLUB reports: Club reports are due to the County Cultural Arts and Heritage Chairperson by July 1, 2027 . Club Name: _____	
For COUNTY reports: County reports are due via online surveys by August 15, 2027 . The surveys will be available at https://keha.org/reports/ by July 1, 2027. A copy of the submission should be mailed to the Area Cultural Arts and Heritage Chairperson by August 15, 2027.	
County: _____	Number of Clubs reporting: _____

3 Year (2025-2028) Program of Work:

You may fill in the information even if it's not during the particular Program of Work timeframe.

Number of members who increased their knowledge of the various types of BASKETS _____

Number of members who increased their knowledge of animal FIBERS made into a consumer product _____

Number of members who increased their knowledge of different FELTING methods _____

COUNTY Cultural Arts Exhibit (complete at the COUNTY level only):

Number of members who entered an item in the COUNTY Cultural Arts Contest _____

Number of exhibits (total entries) in the COUNTY Cultural Arts Contest _____

Passport Contest (complete at the COUNTY level only):

County Cultural Arts Chairperson or County President collects all Passport Booklets by July 15 to report this data; Booklets may be returned to the Homemaker after data is recorded below.

Number of members who participated in the Passport Contest _____

Total number of PLACES/EVENTS logged in Passport (found on last page of Passport Booklet) _____

Book List / Book Clubs:

Does your club/county have a/any KEHA Book Club(s)? Yes _____ No _____

How many members have used the current KEHA Book List this year? _____

Number of suggested books read from the current KEHA Book List this year? _____

Number of books read (that were not on the current KEHA Book List) this year? _____

HAND-CRAFTED ITEMS and ART as LIVELIHOOD:

How many members in your club/county sell hand-crafted items or art as part of their personal income? _____

Do any members of your club or county sell their hand-crafted items or art to support Homemaker or other community efforts? Yes _____ No _____ Comments: _____

THANK YOU: Is there anything else you'd like to let us know?