



Intent to Administer Challenge and Adventure

The Intent to Administer (ITA) is completed by County 4-H staff overseeing the program. For counties with on-going programs or Adventure Clubs, an ITA can be submitted for a series of activities within a 6 month period. The Intent to Administer is for all Challenge and Adventure activities, and can be made more specific through County Operating Procedures (COP).

General Program Info: OSU Extension staff person responsible for administering this program:

Name & Title: _____

County: _____

Address, City, State, Zip: _____

Phone: _____

Fax: _____

E-Mail: _____

Date of Program: _____

Time frame for 6 month programs: _____

Location: List the name of the locations where the activity will take place covered by this intent (area name, sites, & nearest town):

Leaders: Please list all the 4-H volunteers that are participating in this program/activity:

Are the following forms in place to meet state and County Operating Procedures (COPs)?
(If your county's COPs have created different forms, attach copies of the listed forms)

- | | | |
|-----|----|---|
| Yes | No | Current 4-H Enrollment Forms (Standard 4-H form) |
| Yes | No | Official 4-H Health Forms (Standard 4-H form) |
| Yes | No | Youth Code of Conduct (Standard 4-H form) |
| Yes | No | OSU Acknowledgement of Risk and Waiver of Liability Forms (Standard 4-H form) |
| Yes | No | Incident Report Forms (Standard 4-H Incident form) |
| Yes | No | Oregon State University Driver Authorization (OSU form) |