

# KEHA MANUAL

## Appendix Table of Contents

Awards and Contests Information	
Contests & Awards Cover Sheet	1
<b>Awards and Contests Deadline/Contact Chart</b>	<b>2</b>
Credentials/Nomination Forms	
County/Area Officer Nomination Form	4
<b>State Educational Chairman Nomination Form</b>	<b>6</b>
<b>State Officer Nomination Form</b>	<b>8</b>
Bonding Form (Treasurer)	10
Miscellaneous Forms	
<b>Enrollment Form</b>	<b>11</b>
County/Area Officers Directory Form	12
Statement of Compliance	14
Expense Voucher	15
Reports	
<b>Treasurer's Remittance Form</b>	<b>16</b>
<b>Membership Recognition Report Form</b>	<b>17</b>
<b>Volunteer Service Units (VSU) Log</b>	<b>18</b>
<b>VSU – Individual Hours Summary Form</b>	<b>19</b>
<b>VSU – Club Hours Summary Form</b>	<b>20</b>
Program of Work Report Forms	
<b>Cultural Arts and Heritage</b>	<b>21</b>
<b>Environment, Housing and Energy</b>	<b>22</b>
<b>4-H Youth Development</b>	<b>23</b>
<b>Family and Individual Development</b>	<b>24</b>
<b>Food, Nutrition and Health</b>	<b>25</b>
<b>International</b>	<b>26</b>
<b>Leadership Development</b>	<b>27</b>
<b>Management and Safety</b>	<b>28</b>
State Meeting Materials	
<b>Learning Session/Workshop Proposal Form</b>	<b>29</b>
<b>Homemaker Showcase Form</b>	<b>31</b>
KEHA State Meeting Responsibilities	32
Voting Delegates Roles and Responsibilities	35

**All entries listed in bold were updated in 2022 and have 2022 dates in the lower right corner. These pages replace same numbered pages with dates prior to 2022.**