



# STATES' 4-H INTERNATIONAL

Global Citizenship & Cultural Immersion Programming for 4-H Aged Youth

Date: December 8, 2020

To: International Partner Organizations

## States' 4-H 2021 Pen Pal Program Outline

Thank you for your interest in the 2021 States' 4-H Pen Pal Program. The following information is an outline of the program's structure, responsibilities, timeline, and goals.

- 1) **Program:** This program will run from Feb 15 – May 17, 2021. It is open to any youth who are between the ages of 9 - 18.
- 2) **Requirements:** Participants must have two reliable email addresses and provide additional, optional forms of contact during the registration process. Participants must be between the ages of 9-18.
- 3) **Registration:** Interested youth may sign up for the pen pal program by filling out an online registration form. A link to this form will be provided prior to the registration start date.
- 4) **Matching:** States' 4-H will conduct the matching process by reviewing the information received on the registration forms and pairing the youth with an appropriate match to the best of our ability. *International youth will only be able to be matched with US youth.* Finalized matching information will be sent to each international partner in one Microsoft Excel file in early February. You will need to distribute the matching information to your youth participants.
- 5) **Letter Writing:** Youth participants are tasked with exchanging a letter or message (via their preferred communication method) to their match at least **twice** per month.
  - States' 4-H will ask the US youth to initiate first communication.
  - States' 4-H will suggest a topic of the month and a list of other writing ideas to help foster ideas of what to write if they want to use it.
- 6) **End of Program:** At the end of the program (mid-May) States' 4-H will provide an online space for participants to post their reflections on their pen pal experience. This is not a required part of the program but participants will be encouraged to share.