

YAIP CHECK LIST—COMPLETE BEFORE TURNING IN FINAL REPORT!

- Use the **YAIP Record Keeping Form** to organize and number your receipts. If you've spent more money than the grant allows, turn in these receipts as well in case more money can be re-distributed. ***Receipts can be back-dated to September 1, 2023.***
- Do your receipts include itemized invoices with buyer and seller detail AND a cancelled check or credit card statement or debit card receipt? *No cash purchases or purchases from family members.*
- Did you check with Janet Turley to see if questionable expenses can be reimbursed prior to submitting receipts?
- Have you completed at least one of the program requirements from the **student report**? 1) *Presentation to your mentor and peers related to your project; or 2) Organized event in partnership with 4-H, FFA, or other ag organization related to a community service event or workshop/field day?* Did your mentor sign off?
- Have you completed at least one of the educational components from the **student report**? (A minimum of 2 hours is required).
- Did you and your parents sign and date the **student report**?
- Did you turn in a picture and essay of your completed project?
- All reports (student report form and receipts) are due to the *Warren County Extension office, 5162 Russellville Road, Bowling Green, KY* -- NO LATER THAN **August 15, 2024** for reimbursement.

Questions? Contact Janet Turley, 270-842-1681 or jturley@uky.edu

The YAIP (Youth Agriculture Incentives Program) is being administered by the:
Warren County 4-H Council

