



# 4-H Day at the Capitol

## WHEN

APRIL 4TH,  
2019

## WHERE

FLORIDA  
STATE  
CAPITOL

## COST

\$15

**Register through 4-H Online February 1-28**

# SCHEDULE OF THE DAY

STATE CAPITOL • 400 S. MONROE ST, TALLAHASSEE, FL 32399



## WHAT IS IT?

4-H Day at the Capitol is your chance to meet with elected officials, witness government in action, and visit your Florida State Capitol.

- 7:30-8:15 am – Check In
- 8:30 am – Opening Assembly and Group Photo (In Courtyard)
- 9:15 am – Meetings with Elected Officials Begin
- 12:00-1:00 pm – Lunch
- 1:00-1:30 pm – Closing Remarks and Announcements

## 4-H DAY AT THE CAPITOL

# THINGS TO CONSIDER

Some transportation to Tallahassee is available. Check with your County Agent about transportation options!

### General Information

- Check the weather (pack umbrella/sweater)
- Wear comfortable shoes
- Bring money for snacks/souvenirs
- Pack a portable charger for your phone/camera

### Food

- Your registration covers lunch (vegetarian and gluten free options are available)
- You may pack additional snacks/drinks for the day
- Vending machines are available in the lower level of the Capitol. A snack bar is located on the 10th Floor

### Parking

- Metered parking is located on many streets surrounding the Capitol
- Low cost parking is available in the Kleman Plaza Parking Garage (306 S. Duval St, Tallahassee, FL 32301)

### Security

- When you enter buildings, there will be metal detectors. DO NOT joke about security issues
- Pocketknives, firearms, box cutters or anything that is - or might be considered - a weapon will be confiscated

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# DRESS TO IMPRESS



All 4-H members, families, and friends represent Florida 4-H at all times during this event. We want all of our participants to maintain a professional appearance.

Everyone registered for the event will receive a green 4-H Polo.

On April 4th, we ask that everyone wear their green polo with black or khaki pants/skirts.

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## PICK UP YOUR POLO IN ADVANCE!

YOUR POLO WILL BE AVAILABLE TO PICK UP AT YOUR COUNTY 4-H OFFICE AFTER MARCH 25. CONTACT YOUR AGENT FOR MORE INFORMATION.

# HOW TO PREPARE FOR 4-H DAY AT THE CAPITOL

Identify your Representative, Senator, your Florida House District, and your Florida Senate District.

Research our Governor and his Cabinet (Lt. Governor, Commissioner of Agriculture, Attorney General, and Chief Financial Officer).



Review how a bill becomes a Florida Law.

Work with your county delegation to decide what your group would like to do in Tallahassee on April 4th.

# How to Meet with Your Legislator

Even though you may not be old enough to vote, you can still use your voice! On April 4th, we want every participant to have an appointment with their representative's and/or senator's office. This is your opportunity to meet with and educate your elected officials about Florida 4-H. Check with your County Agent to see if someone is already making an appointment for your county. If not, follow the steps below.

## **1. Identify your State Representative and Senator**

To learn who your elected officials are, go to <http://www.myfloridahouse.gov/Sections/Representatives/myrepresentative.aspx>

## **2. Call the Capitol Office**

The second or third week of March, call your representative's and senator's offices. You will want to call their Capitol Office in Tallahassee, not their District Office.

## **3. Ask for an Appointment**

When you call the office, you will probably be speaking with an assistant or legislative aide. Explain that you are a 4-H Member who will be in Tallahassee on April 4th, 2019 for Florida 4-H Day at the Capitol. Ask if you can arrange some time to meet with the representative or senator to talk about the 4-H Program. Your legislator's calendar will probably not be available yet, but the secretary will take your name and information and add you to the list of people who want to meet with the legislator that day. The secretary may ask you to call back closer to April 4th to confirm an appointment time.

## **4. Learn about your Elected Officials**

Learn more about your representative and senator. How long have they been in office? What did they do before becoming an elected official? Where did they go to school? What did they study?

## 5. Make a Plan for your Visit and Practice

Your elected officials are very busy people. During the months the Florida Legislature is in session, these men and women work many long hours to create laws they believe will make Florida a better state to live in. They enjoy speaking with their constituents (the people they represent), but they have many citizens who want to meet with them each day. You will probably only have 3-5 minutes for your meeting.

Decide what you want to talk about (see the next page for details). Write out everything that you want to say. Then decide which member(s) of your club or council will speak. Next, practice your speech with friends and family members prior to coming to Tallahassee. Know all of your main points, and practice answering questions that your elected officials may ask about your experience in 4-H.

## 6. Call to Confirm your Appointment

Call your legislators' Capitol Office again the week before 4-H Day at the Capitol. The office's secretary or a legislative aide should now have the schedule for April 4th. Sometimes, the representative or senator will have meetings all day that he or she must attend. In this case, you may meet with an aide instead of meeting with the actual elected official. Don't be disheartened! These legislative aides are incredibly knowledgeable and work very closely with the representatives and senators. They will pass on the information you share to your elected officials.

## 7. Meet with your Legislator

Plan to arrive at your legislator's office a few minutes early. You do not want to keep your legislator waiting. After your meeting, **send a thank you letter** to your representative and senator's offices for taking time to speak with you.



## WHAT SHOULD YOU SPEAK ABOUT?

- Florida 4-H is the official Youth Development Program of the University of Florida's Institute of Food and Agricultural Sciences (IFAS).
- Florida 4-H teaches youth life skills through Civic Engagement, Science, Healthy Living, and more.
- Youth enroll through their county's Cooperative Extension Office.
- Florida 4-H is funded through the Higher Education Budget under the UF/IFAS 4-H and Families Line Item.
- Over 200,000 Florida youth are involved in the 4-H program.
- Go to <http://florida4h.org/about/impact/es237/> to learn about the 4-H Members involved in your county 4-H program.
- What 4-H projects and programs do YOU participate in?
- What have YOU learned because of Florida 4-H?
- Why do YOU love being a 4-H Member?



# How to Greet a Legislator

## Eye Contact

Maintain eye contact when you speak. This tells the other person you are paying attention and care about what they have to say

## Speak Clearly

Speak clearly and project. Be sure to tell your legislator who you are, which county you are from, and thank them for meeting with you.

## Hand Shake

Greet your legislator with a firm handshake

## Correct Title

If you are speaking with your senator, address them as "Senator \_\_\_." If you are speaking with your representative, address them as "Representative \_\_\_."

## Follow Up

Be sure to send your legislator and/or legislative aide a thank you note after your meeting. Thank you notes will be available in the Capitol Courtyard

# Things to do in Tallahassee

While our main goal is to meet with our elected officials, there are other things you can do in and around the Capitol Complex. Here are a few ideas to get you started.

## 1. The 4-H Day at the Capitol Scavenger Hunt

When you check in at the registration table the morning of 4-H Day at the Capitol, you will receive a scavenger hunt to complete. This scavenger hunt will lead you and your fellow 4-H members to different locations in and around the Capitol Building. You will learn facts about the Capitol and Florida's history as you complete the scavenger hunt challenge. Turn in your completed scavenger hunt form at the registration desk for a chance to win prizes.

## 2. Museum of Florida History

This free museum is located two blocks from the Capitol Building! The museum features exhibits on early Florida settlements, Florida environments, and more.

## 3. Tallahassee Museum (15 min. drive )

The Tallahassee Museum Features living exhibits of Florida wildlife, nature trails, and historic buildings from the 19th century. The admission rates are \$11.50 for adults and \$8.50 for children. For an additional rate, you can experience zip lining and a high ropes course, but call ahead to make reservations for these Tree to Tree Adventures.

## 4. Florida State University & Florida Agricultural and Mechanical University

Are you considering applying to FSU or FAMU for college? Stop by the university to get a close up look of life on campus. Contact FSU's Visitor Services office to arrange a tour. To tour FAMU, contact the Welcome Center.

## 5. The Florida Governor's Mansion (5 min. drive )

Tour the Governor's Mansion and learn about Florida Gubernatorial History. These 30 minute tours are free of charge, but you must make an appointment ahead of time.



# SHARE YOUR STORY



LET OTHERS KNOW YOU ARE  
ATTENDING 4-H DAY AT THE  
CAPITOL BY USING THE OFFICIAL  
HASHTAGS ON ALL OF YOUR  
SOCIAL MEDIA POSTS.

#4HTOTALLY AND  
#4HEVERYWHERE

