March 1, 2018

UW-Extension

MES Selection Committee

112 E. Edgewater St., Room 212

Portage, WI 53901

Dear Selection Committee:

My name is Chris Clover. I have been a member of the Busy Bees 4-H club for the past eight years.  I live in Portage, WI and am a senior in high school this year. Next fall, I will be attending UW-LaCrosse, majoring in biomedical engineering. I hope to get a job in a hospital working with medical equipment. I am applying to participate in Citizenship Washington Focus or National 4-H Congress.

In my years in 4-H and Key Club, I have learned a lot about how organizations work and the role that members play in the organization. I would like to learn more about the organizations, and I think that attending either Citizenship Washington Focus or National 4-H Congress would allow me to do so. Last year, I was lucky to attend the State 4-H & Youth Conference and I learned about 4-H in Wisconsin. Now, I am excited to learn more about 4-H at a national level. I think my knowledge of 4-H at a county and state level would be helpful at the national level.

I think my wide variety of experiences and leadership in my club and county will help me represent Busy Bees 4-H club, Columbia County 4-H, and the State of Wisconsin. If I am chosen for one of these trips, I hope to report back to my club, and share my experiences with other members through the county newsletter. I would also like to reach out to other clubs to talk to the older youth to encourage them to apply as well. These educational travel opportunities are great ways to meet new people, learn new things and gain leadership skills.

Thank you for considering my application. I am looking forward to hearing from you about the trip opportunities.

Sincerely,

Chris Clover

**4-H:>4-H Files:>Award & Educational Travel Ops aka MES:>4-H Award & Educational Travel Ops:>Sample Cover Letter**