



## MEMORANDUM

TO: 4-H and FFA Wildlife Habitat Education Program (WHEP) Coaches, State Coordinators, and National WHEP Committee Members

FROM: Jarred Brooke, Chair, National WHEP Committee

SUBJECT: 2019 National WHEP Contest

DATE: May 1<sup>st</sup>, 2019

This is the official announcement for the 2019 National 4-H WHEP Invitational, which will be held at the Rock Springs 4-H Center in Junction City, KS, July 14 – 17, 2019.

### CONTEST REGION

The region in which the 2019 contest will be held is **Great Plains Grassland – Tallgrass/Mixed Prairie**. We will be using the revised 2018 WHEP manual. The manual can be accessed at [www.whep.org](http://www.whep.org). Make sure you refer to this edition for the 2019 contest.

### LOCATION

The national event will take place in Junction City, Kansas. Lodging, registration, meals, and various activities will take place at the Rock Springs 4-H Center. Information regarding the location and its amenities may be found at [www.rocksprings.net](http://www.rocksprings.net). You may not check in to Rock Springs prior to July 14.

### DATE

The 2019 National 4-H Wildlife Habitat Education Program Invitational will be held **Sunday, July 14 through Wednesday, July 17**. All participants should plan to arrive between 3:00 p.m. and 5:00 p.m. on Sunday, July 14th. Participants depart after breakfast on Wednesday, July 17.

## COST

\$200 per person (including chaperones)

Food and lodging will be provided during the Invitational. Each team is responsible for transportation expenses, liability coverage, etc. to and from the Invitational.

## DEADLINES

June 1, 2019 – State's intention to participate

June 21, 2019 – Online Registration

July 1, 2019 – Paperwork and payment due to Cassie Young, National WHEP Committee  
(Checks should list **Kansas 4-H Foundation** as the payee)

## INTENTION

Each state WHEP coordinator should notify us of your intention to attend by **June 1** by completing an online form on the WHEP website ([www.whep.org](http://www.whep.org)). A confirmation email will be sent from ([whep.org@gmail.com](mailto:whep.org@gmail.com)).

## REGISTRATION

Online Registration is due on or before **June 21**. A state team consists of either 3 or 4 senior 4-H members or FFA contestants and 1 or 2 adult coaches/chaperones who are certified 4-H/FFA leaders from that state. Only one 4-H team per state and one FFA team per state may attend. Register online at [www.whep.org](http://www.whep.org) by completing the appropriate forms. Print the forms using your browser before you submit. A confirmation email will be sent from Cassie Young ([whep.org@gmail.com](mailto:whep.org@gmail.com)).

Health and Permission forms will be available when you register. Each youth and adult must complete all forms.

Mail all original completed forms with signatures and check (\$200/person) made payable to **Kansas 4-H Foundation** at the address below. The forms and payment must arrive **by July 1**.

Cassie Young  
National WHEP Invitational  
808 Patton Lane  
Huntsville, TN 37756

Incomplete forms and/or lack of payment by deadline may result in an individual or team being disqualified from the Invitational. In addition, **bring a copy of all forms with you to the competition.**

#### COACH SCREENING

Kansas 4-H rules requires all adult chaperones be screened prior to participating in a 4-H event. This screening process could include those associated with being a 4-H volunteer, FFA advisor, and/or a High School Ag. Teacher. You will be required to show proof of screening with registration.

#### SPECIAL NEEDS

If you have any special needs or require special accommodations, please notify Cassie Young (whep.org@gmail.com) no later than **July 1**. Special needs include, but are not limited to, diet, mobility, education, and lodging requirements. Please list and describe any special needs as best you can. You will be contacted by the contest committee for any clarifications.

#### ARRIVAL/DEPARTURE

Teams flying to the event should plan to arrive at the Manhattan, KS Regional Airport. There are a number of car rental companies available at the airport for those interested.

Registration and room check-in will start at 3:00 p.m. (CST) at the Rock Springs 4-H Center in Junction City, KS. Specific information will be sent to the coordinating coach after registration. Plan on arriving between 3:00 p.m. and 5:00 p.m (CST) on July 14. Those arriving after 6:00 p.m. cannot be guaranteed supper on July 14th. Participants depart after breakfast on Wednesday, July 17.

#### OTHER ACCOMMODATIONS

We cannot accommodate non-participants at this event. **Families and individuals other than the 2 coaches/chaperones are not allowed to participate in any of the Invitational events other than the banquet and awards ceremony.** Any family members who wish to attend the banquet and awards ceremony on Tuesday July 16, can purchase tickets (\$25 each) in advance of the event. Ticket ordering information is available on the website ([www.whep.org](http://www.whep.org)). Additional banquet tickets must be paid for by July 1. Please notify Cassie Young by June 21 if any extra banquet tickets have special menu requests (i.e., allergy specifications).

There are numerous hotels in Junction City or Manhattan, KS for non-participant family members.

#### COACHES TOUR

The coaches' tour will take place on Tuesday, July 16. Coaches/chaperones will spend the day visiting nearby attractions. All coaches/chaperones are required to participate in the tour to ensure that in the event of an emergency, coaches/chaperones can be located quickly.

#### EDUCATIONAL/FUN DAY

The Education and Fun Days will be combined this year. There will be Education Day activities on Monday morning and many Fun Day activities on Monday afternoon.

#### THINGS TO BRING

Your state flag (bring one with grommets)

Share Fair items (foods, pins, stickers, mementos, unique items from your state, etc.)

Field clothes and shoes/boots (***This is important! Shorts and open shoes will not be allowed on the educational day or the contest day. Long-sleeved shirts and leather footwear are strongly recommended. This is your responsibility. We will not wait for individuals to go back to their rooms to change clothes.***)

Clothing for the awards banquet will be informal (**no formal dress**)

Swimsuit and beach towel

Sunscreen, sunglasses, hat

Insect repellent

Raincoat

Clipboard and pencils

Camera (optional)

Binocular (optional)

Medications

#### RESPONSIBILITIES

Adult coaches and chaperones are responsible for the actions of their youth and are expected to supervise them at all times except during the contest on Tuesday, July 16. Coaches/chaperones will need to have their team members at the appropriate places on time.

#### SURROUNDING ATTRACTIONS

There are a number of attractions and sites worth visiting while in Kansas. If you plan to stay longer or arrive before the event, [visit www.travelks.com](http://www.travelks.com) or [www.ksoutdoors.com](http://www.ksoutdoors.com) for sightseeing and tourism opportunities.

#### ADDITIONAL INFORMATION

Questions regarding facilities: Megan Page, ([mpage@rocksprings.net](mailto:mpage@rocksprings.net); 785-257-3221)

Questions regarding registration: Cassie Young ([whep.org@gmail.com](mailto:whep.org@gmail.com); 865-659-8967)

Questions regarding contest material: Jarred Brooke ([jmbrooke@purdue.edu](mailto:jmbrooke@purdue.edu); 765-494-8459)