



HOW IT WORKS

For Youth Activities Award Program participation, each local court must have:

- an appointed youth director on record at the High Court home office, and
- at least five members in attendance at each youth activity.

At the end of each quarter, youth director completes and mails YD-3 form to Fraternal. The form reports meetings and/or activities held during the quarter. **If youth court was inactive during a quarter, the YD-3 form does not get returned.**

GUIDELINES

1. Local court chief rangers signs the YD-3 form.
2. YD-3 and YD-10 forms must be submitted to the High Court by the 20th day of the month following the close of the quarter
3. YD-10 must be signed by each youth or young adult (18 to 21) member attending an activity, unless they are too young to sign their own name. Include full legal name for each activity/program youth or young adult attendee.
4. Meetings or activities are limited to two each month during a quarter. Two events may not be held on the same day. If this occurs, payment will only be allowed for the event with the most attendees.
5. **Payments are not made for activities held during school hours.**
6. **Adults and guests in attendance who are members should sign the YD-10 form.**

Each qualifying court participating in this program will be paid \$4 for each youth and young adult court member signature on the YD-10 form. Monies will be direct deposited quarterly into the local court account and must be used for youth activities.

Youth directors will receive an allowance of 25 cents per youth member per month that an activity is held.

For instance, if an activity is held in each of the three months of the quarter, the youth director receives 75 cents for each youth member (ages 0-18) on the local court record at the end of the quarter.

YD FORM SUBMISSION SCHEDULE

	Months in Each Quarter	Quarter Ends	Mailing Deadline
Q1	January, February, March	March 31	April 20
Q2	April, May, June	June 30	July 20
Q3	July, August, September	September 30	October 20
Q4	October, November, December	December 31	January 20