2014 – 2016
State Degree Handbook
Instruction Booklet for Completion of the State FFA Degree Application

Agriculture, Food and Natural Resources Education Section
Missouri Department of Elementary & Secondary Education

September 24, 2014

INTRODUCTION

Following the 2013 selection of the state degree candidates, the Instruction Booklet for Completion & Selection of State Degree Applications and the State Degree Application were reviewed and revised to reflect changes in agriculture and Missouri's agricultural education programs.

State Degree revision Committee work occurred in the spring and summer of 2013 with a review of the application and the instruction booklet which has yielded this current State FFA Degree Handbook. Revisions were made, the new application was adopted, and the instruction booklet was finalized.

The instruction booklet and new application were approved, and made available to all agriculture instructors early in the 2013-2014 school year. The application and handbook were made available on the agricultural education web site: http://dese.mo.gov/divcareered/ag_ffa_applications_awards.htm

The state degree selection committee deems the method of selecting State Degree recipients is a beneficial educational activity that continues to improve Supervised Agricultural Experience Programs (SAEP), record-keeping, and analysis.

The instruction booklet was developed to provide a better understanding on the part of each agriculture instructor on how to properly prepare and evaluate the applications.

2013 State Degree
Selection Committee

Leon Busdieker
State Advisor
Missouri FFA Association

TABLE OF CONTENTS

PAGE

I. INTRODUCTION

A. STATE FFA CONSTITUTION & BY-LAWS EXCERPTS 3
B. NATIONAL FFA CONSTITUTION EXCERPTS 5
C. LOCAL ADVISOR RESPONSIBILITIES & GUIDELINES 6
SAMPLE STAR BIOGRAPHY 8
D. AREA RESPONSIBILITIES & GUIDELINES 9
E. STATE COMMITTEE RESPONSIBILITIES & GUIDELINES 12
F. COVER PAGE GUIDELINES 13
G. CHECK SHEET GUIDELINES 13
GUIDELINES FOR COMPLETING CHECK SHEET ITEM 10 14
H. WORKSHEET GUIDELINES 17

II. SUPERVISED AGRICULTURAL EXPERIENCE GUIDELINES

A. SCORING GUIDELINES 19
1. SCOPE 19
a. INVENTORY ENTERING AGRICULTURE EDUCATION 19
. b. FIRST YEAR RECORDS 19
2. GROWTH 20
B. SCOPE POINTS – CROPS & PLANTS 21
C. SCOPE POINTS – ANIMALS 23
D. SCOPE POINTS – SPECIALTY ANIMALS, OTHERS & CUSTOM WORK 24
E. SCOPE POINTS – OWNERSHIP AGRIBUSINESS OR CUSTOM WORK 25
F. TOTAL SAEP EARNINGS 28
G. GAIN IN NET WORTH 29
H. PAID PLACEMENT, DIRECTED LAB EXPERIENCE, UNPAID & EXCHANGE LABOR 30

III. LEADERSHIP AND PARTICIPATION GUIDELINES

A. PROFICIENCY & OTHER AWARDS 32
B. OTHER FFA ACTIVITIES 39
C. FFA OFFICES 43
D. COMMITTEES IN FFA 44
E. CAREER DEVELOPMENT EVENTS 45
F. MAJOR ACTIVITIES OUTSIDE THE FFA 46

IV. ADDITIONAL INFO

A. HOW TO FIGURE DEPRECIATION 47
B. SAMPLE DIRECTED LABORATORY EXPERIENCE LOG 48

A. State FFA Constitution & By-Laws Excerpts

Constitution Article VI. Membership

Section D. State FFA Degree. On meeting the following minimum qualifications, the State FFA Degree may be conferred by the State Association:

1. Have received the Chapter FFA Degree and have been an active FFA member for at least two years (24 months) at the time of receiving the State FFA Degree.

2. While in high school, have completed the equivalent of at least two years (360 hours) of systematic school instruction in agriculture education at or above the ninth grade level which includes a supervised agriculture experience program.

3. Have earned and productively invested at least $1000 or worked at least 300 hours in excess of scheduled class time, or combination thereof in a supervised agricultural experience program.

4. Demonstrate leadership ability by:

    a. Performing ten parliamentary procedures of parliamentary law.
    b. Giving a six-minute speech on a topic related to agriculture or the FFA.
    c. Serving as an officer and/or committee chairperson or a participating member of a chapter committee.
    d. Making a satisfactory score on a written test on FFA.

5. Show outstanding leadership participation in chapter activities and school and community activities by:
    a. Participation in planning and conducting chapter program of activities.
    b. Serving as chapter officer or committee chairperson.
    c. Participating in at least 5 activities above the chapter level.
    d. Participation in leadership positions outside the FFA.
    e. Score a minimum of 150 points on the Leadership Section of the State FFA Degree application.

6. Have a satisfactory scholastic record, certified by the local superintendent or principal.

7. Have participated in at least 25 hours of community service, within at least 2 different community service activities. The hours are in addition to and cannot be duplicated as paid or unpaid SAE hours.

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A. State FFA Constitution & By-Laws Excerpts (continued)

Constitution Article V. Membership

Section D.

8. The Missouri Association shall be entitled to elect at least ten members to the State FFA Degree annually. Where State membership exceeds 500, a number in excess of ten, but not more than three percent of the State membership may be elected, fractions counted to the nearest whole number. Written records of achievement verified by the local advisor shall be submitted to the State Advisor by the local executive committee at least one month prior to the State convention. The State Advisor shall then review the records, prepare briefs, and submit his recommendations to the state Executive Committee. This committee will nominate at the regular State Convention the candidates who have been found most worthy to receive the honor. The delegates at the convention shall then proceed to elect to the State FFA Degree those candidates found most worthy.

By-Laws Article VIII. Procedure For Choosing Candidates For the State FFA Degree

Section A. A local chapter may submit annually one or more candidates for the State FFA Degree. The number submitted shall not exceed 7% (with fractions rounded to the nearest whole number) of the paid-up membership on record in the state office. Not more than 3% of the membership in the Missouri Association shall be elected to the State FFA Degree in any year.

Section B. Election to the State FFA Degree shall be from the candidates at large.

Section C. The procedure for selecting members to receive the State FFA Degree shall be according to the instructions in the latest edition of the "Instruction Booklet for Completion and Selection of the State FFA Degree Applications."

Section D. All candidates for the State FFA Degree must be recommended by their advisor and by the major officers of their chapter.

Section E. The State Advisor shall recommend to the State Executive Committee all candidates who meet the minimum qualifications, provided this number does not exceed the State quota of 3% of the association's membership. If the number who meets the minimum qualifications exceeds the State quota, the most worthy shall be recommended by the State Advisor to the State Executive Committee. Candidates must receive a majority vote of the delegates present at a State Convention in order to receive the degree.

B. National FFA Constitution Excerpts

Article VI. Degrees and Privileges of Active Membership

Section E. State FFA Degree. To be eligible to receive the State FFA Degree from the state association, the member must meet the following minimum qualifications:

1. Have received the Chapter FFA Degree.
2. Have been an active FFA member for at least two years (24 months) at the time of receiving the State FFA Degree.
3. While in school, have completed the equivalent of at least two years (360 hours) of systematic school instruction in agricultural education at or above the ninth grade level, which includes a supervised agricultural experience program.
4. Have earned and productively invested at least $1000, or worked at least 300 hours in excess of scheduled class time, or a combination thereof, in a supervised agricultural experience program.

The following will replace Section E. item 4. effective January 1, 2015.

4. A student after entering agricultural education must have:

a. earned and productively invested at least $1000; or

b. worked at least 300 hours in excess of class time; or

c. a combination thereof, in a supervised agricultural experience program.

5. Demonstrate leadership ability by:
   a. Performing ten procedures of parliamentary law.
   b. Giving a six-minute speech on a topic relating to agriculture or the FFA.
   c. Serving as an officer, committee chairperson, or participating member of a chapter committee
6. Have a satisfactory scholastic record as certified by the local agricultural education instructor and the principal or superintendent.
7. Have participated in the planning and completion of the chapter Program of Activities.
8. Have participated in at least five different FFA activities above the chapter level.
9. Have participated in at least 25 hours of community service, within at least 2 different community service activities. These hours are in addition to and cannot be duplicated as paid or unpaid SAE hours.

The percentage of the total state membership which may receive the State FFA Degree and other requirements may be established by the state FFA Association.

Written records of achievement of all requirements, verified by the chapter FFA advisor, shall be submitted to the state association at least one month prior to the state FFA convention at which the State FFA Degree is to be received. The state advisor shall provide for review of the records and submit a recommendation to the state association governing body, which shall nominate at the state FFA convention the candidates who have been found worthy to receive the honor. The State FFA Degree will be conferred upon the candidates subject to approval by the delegates at the state convention.

C. Local Advisor Responsibilities & Guidelines

1. The local advisor should check the application by following the guidelines established in this handbook as well as checking the applicants:

    a. **SAE to confirm it meets the National FFA Proficiency Award Areas descriptions.**
    b. Math
    c. transfer of numbers, values, activities and awards etc. from the record book.
    d. transfer of numbers, values, and activities within the application.
    e. All items should match exactly what is listed in this handbook without any deletions or additions on the SAE Leadership Page. Points may be adjusted on applications that do not meet these criteria.

2. The local advisor should complete the checklist on the back of the cover page verifying the applicant's eligibility and the application accuracy.

3. The local advisor must score each section and the total points of the application indicating the score in the advisor's score boxes marked **"LOCAL USE"** on the application. It is suggested to help the scoring at area and state to include points in scope like pictured below.

YEAR 1 - DESCRIPTION	SCOPE (In Scorable Units - SEE Handbook)	Local Use
Beef	5 Breeding -- 15 points	30.5
Specialty Animal	2 Breeding Dogs -- 2 points	Area Use
Ham	3 Cured Hams -- .6 points	
Strawberries	1800 Square Feet -- .9 points	
Agribusiness Income - Lawn Mowing	$1250 -- 12 points	State Use

4. The local advisor should submit in writing to the area screening committee any supervised agricultural experience (SAE) enterprise not listed on pages 21-26 of the handbook guidelines along with the recommended point value of that enterprise.

5. Boxes that are marked **"SU"** are for state use only.

6. **On the Leadership Section of the application, if an "X" is placed in the wrong category for items listed in this handbook they will be scored at the lowest point value for that section.** Even if it is marked lower or higher than indicated in this handbook.

7. The Area Star Farmer, Area Star in Placement, Area Star in Agribusiness, and Area Star in AgriScience candidates should attach a biography to the application. See example on page 8. **Please follow the example and limit yourself to one page.** Also they should attach "WORKSHEET 2" from the application for use by the Star judges.

8. The Agriscience candidates (new in 2014) will need to attach a one page abstract (in paragraph form) for each research project(s) they counted hours on the SAE page 2 of the application. An abstract is a brief summary of your paper, which concisely describes your purpose, methods, results and conclusions. And finally they will need to attach a copy of the hour log for each research project(s) they counted hours on the SAE page 2 of the application.

9. **All applicants' pages must be computer printed with the exception of minor handwritten changes from the Area Screening.**

NOTE:
1. Applicants that are submitted by the Area as the Area Star Farmer, Agribusiness, Placement, or AgriScience must score above the State Committee's point cutoff for the current year in order to receive the degree.
2. Star Applicants must have filed & submitted federal income tax.(Should show up in the applicants record book)
3. Star applicants must have paid personal property tax (If applicable) and record of its payment should be shown in the applicant's record book.

SAMPLE STAR BIOGRAPHY

Amy Jones
Anytown FFA Chapter
Candidate for Star State Farmer

School & FFA Chapter
Amy Jones is a senior at Anytown High School. Amy is the son/daughter of Mr. And Mrs. Max Jones of Yourtown. His/her advisor(s) is/are Brian Smith and Larry Gerke. Her/his high school principal or vocational director is Gordon Leech.

Supervised Agriculture Experience Program
Amy's Supervised Agriculture Experience program began with the purchase of two Simmental cows and calves. After two years of showing purebred cattle Amy attended AI School and started her own Fitting & Breeding Service. Amy has expanded her herd to 14 Simmental cows and calves along with working at the Anytown Veterinary Clinic.

FFA Activities
Amy served as Chapter Vice-President and Area XV Secretary. Amy placed third at the Area Prepared Public Speaking CDE. She/he has competed on the Poultry, Meats, Livestock and Agricultural Sales CDE teams. Amy was the Area Beef Entrepreneurship Proficiency Winner. She has attended the Washington Leadership Conference and is a graduate of the Missouri Agribusiness Academy.

School Activities
Amy has been a member of the National Honor Society and the German Club. She/he was tri-captain of the Anytown Volleyball team and a class officer. Amy is a member of the local SADD chapter and a substitute teacher in her/his local church.

Future Plans
After high school graduation Amy plans to attend our State University majoring in animal science and minoring in agriculture communications. Amy hopes to attend Veterinary School and become a Veterinarian in a rural community.

D. Area Responsibilities & Guidelines

1. Each area should select State Degree Selection Committee members for a four year term. (This will provide the State Degree Selection Committee with a rotation of members that will only have 8 new members each year.) The following table should be used to know when your Area should select a member for the committee. (note: if the area term below says 2014 that will be a four term, if 2015 listed the area will need to fill a one year term before the four year term begins, 2016 will need to fill a two year term before the four term begins and 2017 will need to fill a three year term before the four year term begins.) Once a teacher has served a four year term, he/she will need to set out a four year term before they are eligible to serve again.

Area Member	4 year term begins in January of		Area Member	4 year term begins in January of		Area Member	4 year term begins in January of		Area Member	4 year term begins in January of
1 a	2015		5 a	2015		9 a	2015		13 a	2015
1 b	2017		5 b	2017		9 b	2017		13 b	2017
2 a	2014		6 a	2014		10 a	2014		14 a	2014
2 b	2016		6 b	2016		10 b	2016		14 b	2016
3 a	2015		7 a	2015		11 a	2015		15 a	2015
3 b	2017		7 b	2017		11 b	2017		15 b	2017
4 a	2014		8 a	2014		12 a	2014		16 a	2014
4 b	2016		8 b	2016		12 b	2016		16 b	2016

2. Each area should select a committee to screen applications within the area. The area State Degree Committee members should serve on this committee.

3. All area committees should screen applications in a uniform manner. Each area should follow the guidelines set by the state committee within this handbook.

4. The area committee's purpose is to:

   a. Verify the local application is a valid agriculture SAE as compared to the **National Proficiency Award Areas** description.

   b. Verify the validity of the local application.

   c. Check the **realism** of entries of local applicants.

   d. Check that all items match exactly what is listed in this handbook without any deletions or additions on the SAE Leadership Page. Points may be adjusted on applications that do not meet these criteria.

   e. Verify that students showing ownership income must also show ownership expenses.

   f. Check any and all mathematical calculations.

   g. Submit the eligible applications to the state selection committee.

   h. Identify and indicate on the application cover the star area farmer, area star in agribusiness, area star in placement, or area star in agriscience. **(These are not automatics. They must score above the current year's state cutoff. The state committee also reserves the right to re-score the applications.)**

D. Area Responsibilities & Guidelines (continued)

5. The only application changes the area screening committee should allow at time of selection are:

    a. Addition or subtraction errors.
    b. Transposing errors on the application.
    c. Typing errors (ex. Decimal in wrong place).

Note: **All entries in the record book must match application.**
The applications submitted to the state selection committee will not be returned to the chapter until after the state FFA convention.

6. The Area Selection Committee should check the Leadership Section to be sure all "X"s are in the proper category. **On the Leadership Section of the application, if an "X" is placed in the wrong category for items listed in this handbook they will be scored at the lowest point value for that section.** Even if it is marked lower or higher than indicated in this handbook.

7. The area screening committee will determine the acceptability of all SAE descriptions at the area screening meeting. SAEs should conform to the **National FFA Proficiency Award Areas** descriptions to be eligible. All applications sent to the State Committee will be scored without question.

8. The area screening committee will submit in writing all supervised agricultural experience (SAE) enterprise not listed on pages 21-26 of the handbook guidelines along with the area screening committee's recommended point value for that enterprise.

9. The area screening committee should check the application in the following areas for agreement with the record book regardless of type of record book accompanying the application: (Computer printouts will be accepted as records of student's SAEP.)

    a. Expenses and Receipts for **ALL** years.
    b. Cash Flow Summary for all years.
    c. Financial Statement for all years.
    d. Profit and Loss Statement for all years.
    e. Inventory Records and Depreciation Schedule for all years.
    f. Record of all FFA, School, and Community activities for all years.

10. The area screening committee will verify that applicants have participated in five (5) FFA activities above the local level and those activities are listed on the Checklist page of the application, (Leadership & Participation Section). These activities should meet the Guidelines of Approved FFA Activities above the local level.

11. The area screening committee will verify that applicants have participated in at least 25 hours of community service, within at least 2 different community service activities. These hours should be documented in the record book using the Community Service Log found in the leadership pages of the Missouri Agricultural Education Record Book.

D. Area Responsibilities & Guidelines (continued)

12. The area committee should verify the agriscience, and any other unpaid hours that the applicant reports by an agriscience and directed lab and/or exploratory experience log found in the members record book.

13. The area committee must complete the Check sheet page.

14. The area screening committee should remove both worksheet pages of the application after the screening process for all applicants is complete and prior to submitting them to the state office. The worksheet 2 page needs to be attached to the Area Star application as well as their Biography.

15. The area screening committee should submit a list of the successful area applicants along with their respective applications to the State FFA Advisor. This list should indicate the area star farmer, area star in agribusiness, area star in placement, and area star in agriscience. (Note: The area stars must score above the current year's state cutoff to receive the degree.)

E. State Committee Responsibilities & Guidelines

16. The state committee's purpose is to:

    a. score and rank applications
    (The area's screening committee's score will be used as the applicants score at the state screening. However, the state screening committee reserves the right to re-score any application.) **Scoring will be done with the Caps on for each section.**

    b. determine SAE eligibility based on the **National FFA Proficiency Award Areas** description.

    c. eliminate applications not meeting the minimum qualifications

17. The state committee will select a committee chairperson and secretary from the committee members present at the state screening. The chair will advise and oversee the scoring process. The secretary will record the minutes and decisions of the committee and submit a copy of the minutes to each committee member.

18. The state committee will review all supervised agricultural experience (SAE) enterprise not listed on pages 21-26 of the handbook that have been submitted by the area committee and local advisor to approve the recommended point values prior to screening any applications.

19. The state committee should select one current committee member to serve on the star state farmer selection committee, one current committee member to serve on the star state agribusiness selection committee, one current committee member to serve on the star state placement selection committee, and one current committee member to serve on the star state agriscience selection committee. These committee members are to serve in an advisory capacity to the star selection committee and are nonvoting members.

20. The state committee will break ties on applications by using total Leadership points. If a tie still exists the tables in the Leadership section will be used alphabetically until the tie is broken.

21. The number of applications which will be scored at the state screening process will be determined as follows:

    a. An arbitrary cutoff score will be determined based upon the area application scores.
    b. The Star Applications will be removed from the pool unless they do not meet the criteria below.
    c. Approximately 50 percent of the applications submitted will be scored at the state screening with the committee having the right to re-score any or all applications.
    d. Applications scoring 100 +/- points above and 100+/- points below the arbitrary area cutoff score will be removed form the scoring pool of applications until a 50 percent scoring pool is reached.

Note: The state screening committee reserves the right to re-score any application that is submitted.

F. Cover Page Guidelines

1. Type the information requested on the cover page.

2. Be sure to indicate if you are applying in ownership, agribusiness, placement, or agriscience and if you have filed an income tax return and paid property tax. (This information is needed to determine star candidate eligibility but should be completed by all applicants.)

NOTE:

A. Applicants that are submitted by the Area as the Area Star Farmer, Agribusiness, Placement, Agriscience must score above the State Committee's point cutoff for the current year in order to receive the degree.

B. Star Applicants, with the exception of Star in Agriscience earning below the required tax filing limits, must have filed & submitted federal income tax. (Should show up in the applicant's record book)

C. Star applicants must have paid personal property tax (If applicable) and record of its payment should be shown in the applicant's record book.

G. Check Sheet Guidelines (On back of cover page)

1. Secure the certification signatures prior to submitting the application.

2. Applicant and advisor should read and complete the check sheet verifying all requirements have been met.

3. Methods of determining earnings and investment minimum qualifications are: (Must meet A and B) or (C or D)
   a. Total Earnings ($1000 minimum) is the total figure on the worksheet, line 18 is equal to or greater than $1000.

   b. Total productively invested line 15 of the worksheet for the last complete year must be $1000 or more.

   c. Unpaid and Directed Work Experience hours (non-pay) are the Total Unpaid and Directed Laboratory Experience Hours. 600 hours minimum must be in excess of enrolled Ag Ed Classroom Hours under the direction of the Agricultural Instructor.

   d. A percentage combination of: 1) earnings and productively invested; and 2) directed laboratory experience (non-pay) with the combined percentage totaling 100%

EXAMPLE: (1) Total earnings = $500-$1000 minimum = 50%
Productively invested = $400-$1000 minimum = 40%

(2) Directed laboratory experience = 360/600 hrs. minimum = 60%

(3) Use lowest percentage in step "1" 40%
plus
Directed lab experience in step "2" 60%

Total percentage..... 100%

4. Guidelines For Completing Check Sheet Item 14.

Any of the activities listed below will be counted as one of the five activities to meet check sheet item 10.

1. A candidate must indicate on the application they were an exhibitor in FFA Division at the District Fair, State Fair, American Royal or other National Shows in order for this activity to be counted as an activity above the local level. Only one activity of this type will be counted as above local level regardless of the number of shows or types of exhibits.
2. FFA and Agriculture Career Development Events (CDE) are listed in Career Development Events Bulletin. Those listed will be counted as one activity per CDE if participation is above chapter level. (FFA CDE's are the only recognized area CDE's.)
3. Agronomy - District &/or State CDE Participant
4. Ag Mechanics – District &/or State CDE Participant
5. Ag Sales – District &/or State CDE Participant
6. Area Farm Tour
7. Area/District Creed Speaking Participant
8. Area/District Extemporaneous Public Speaking Participant
9. Area/District FFA Knowledge CDE
10. Area/District Parliamentary Procedure CDE
11. Area/District Prepared Public Speaking Participant - Division I
12. Area/District Prepared Public Speaking Participant - Division II
13. Area/District Prepared Public Speaking Participant - Advanced
14. Area/State Reporter's Scrapbook CDE
15. Area/State Secretary's Book CDE
16. Area/State Treasurer's Book CDE
17. Area/State Record book CDE
18. Attended Area Chapter Degree Initiation
19. Attended Area FFA Banquet
20. Attended Area Greenhand Initiation
21. Attended Area Leadership Conference
22. Attended Greenhand Motivational Conference on area level
23. Attended Governor's Conference on Agriculture
24. Attended National FFA Convention
25. Attended Officer Training sponsored by Area

4. <u>Guidelines for Completing Check Sheet Item 14.</u> (continued)

26. Attended Public Speaking Academy
27. Attended State FFA Camp
28. Attended State FFA Convention
29. Attended University of Missouri Agricultural/FFA Field Day
30. Attended Washington Leadership Conference - WLC
31. Candidate for Area Officer
32. Dairy Handler - State Participant
33. Dairy Cattle – District &/or State CDE Participant
34. Dairy Foods - District &/or State CDE Participant
35. Delegate to State FFA Convention
36. Department of Natural Resources Honors Program Participant
37. Entomology - District &/or State CDE Participant
38. Exhibitor FFA Division - District Fair, State Fair, American Royal or National Show
39. Farm Bureau (FB) Public Speaking Contest Participant
40. Farm Management - District &/or State CDE Participant
41. Floriculture - District &/or State CDE Participant
42. Forestry - District &/or State CDE Participant
43. Greenhand Motivational Conference with State FFA Officers
44. Horse - District &/or State CDE Participant
45. Livestock - District &/or State CDE Participant
46. MDA Judging Clinic at UMC
47. MDA Equine Clinic
48. Meats - District &/or State CDE Participant
49. Member of Courtesy Corp. - National FFA Convention
50. Member of National FFA Band
51. Member of National FFA Chorus
52. Member of State FFA Chorus
53. Missouri Association of Fairs Public Speaking State Participant
54. Missouri Cattleman's Public Speaking Contest Participant
55. Missouri Institute of Cooperatives (MIC) Public Speaking Contest Participant
56. Missouri Pork Association - Sales Presentations (State Participant)
57. Missouri Pork Association Public Speaking Contest Participant
58. Missouri Sheep Producers Public Speaking Contest Participant

4. <u>Guidelines for Completing Check Sheet Item 14.</u> (continued)

59. Nursery/Landscaping – District &/or State CDE Participant
60. Participated in the Area, District or State Grasslands Management Contest
61. Participated in the Area, District or State FFA Trap shoot
62. Participated in the District or State Environthon
63. Participated in the Missouri Farm Bureau Statewide Leadership Day
64. Participated in The Leadership Adventure – Advancing New Frontiers
65. Participated in The Leadership Adventure – Start the Expedition Process
66. Participated in State or National FFA Talent
67. Participated in the Missouri Agribusiness Academy Interviews
68. Participated in National FFA International Program
69. Participated in the FFA Agriscience Program
70. Participated in the State Young Farmer/Young Farm Wives Tour
71. Participated in a Statewide Workshop or Contest
72. Poultry - District &/or State CDE Participant
73. Prepared Chapter exhibit at State &/or National Convention, or State &/or Mid-South Fair
74. Proficiency awards -- One activity per proficiency award area if competed above local
75. Served as a delegate to area meeting
76. Soils - District &/or State CDE Participant
77. Media Room or Courtesy Corps at State FFA Convention
78. Participated in the Area Officer Institute
79. Participated in the LEAD Conference for Chapter Officer
80. Area/District Agricultural Issues Forum
81. Area/District Job Interview
82. Missouri Young Farmer/Young Farm Wives Public Speaking Contest Participant
83. MO Association of Soil/Water Conservation District Speaking Contest Participant
84. Missouri Cattle Industry Speaking Contest Participant
85. Missouri Pet Breeders Association Speaking Contest Participant
86. Participated in HYMAX Academy
87. Participated in Public Speaking Institute

H. Worksheet Guidelines

1. The worksheet should be completed as a part of the total application using information from the applicants' record book.

2. **All values should be rounded to the nearest whole dollar and all hours rounded to the nearest whole hour. Do not use any cents or fractions or decimals.**

3. The descriptions boxes for Paid Placement Experience, Unpaid Placement Experience, Exchange of Labor, and Agribusiness located on worksheet 2 tab, must be filled out if applicable to the Students' SAE. The area screening committee will use these to determine acceptable SAE's. They along with the financial portion of the worksheet will be removed before the application is sent to the state office. **Except Stars (see page 7)**

4. The application worksheet will be checked in the following areas for agreement with the record book regardless of type of record book accompanying the application: (Computer printouts will be accepted as records of student's SAEP.)

    a. Receipts and Expenses for **all years**.
    b. Financial Statement for all years.
    c. Profit and Loss Statement for all years.
    d. Inventory Records and Depreciation Schedule for all years.
    e. Record of all FFA, School, and Community activities for all years.

5. **Appropriate SAEs for the State FFA Degree will be determined per the National FFA Proficiency Awards Area. The supporting document is found at http://www.ffa.org/documents/prof_descriptions.pdf**

6. **Applicant's first year records can be no longer than 16 months or no less than 12 months and must be summarized on December 31 of student's second school year**.

7. **The values indicated on the Worksheet should only show the candidates share of receipts, expenses, inventory, net worth etc. on those candidates who are involved in partnership, corporations and/or crop share agreements.**

8. All inventory values used to complete the worksheet should be the "Book Value." An example of how depreciation should be figured is located at the end of this handbook.

    a. Harvested crops should be valued at on-farm market value.

    b. Crops still growing in the field should be assigned a value equal to the cost of production that had been incurred at the time of inventory.

    c. All breeding stock purchased when already mature should be listed at the remaining undepreciated book value.

    d. All breeding stock purchased as immature animals should be valued at purchase price, plus all production cost incurred up to the first inventory date. If the animal is not mature at the next inventory date, it should be valued at the previous inventory value, plus all production costs incurred for the current year. Once the animal is mature, it should be entered on the depreciation schedule.

H. Worksheet Guidelines (continued)

7. All inventory values used to complete the worksheet should be the "Book Value." (Continued)

    e. All items, such as livestock feed and supplies should be listed at their original purchase price.

    f. Home raised market and breeding animals should be valued at conservative on-farm market values. Once home raised animals are mature, their inventory value should remain the same until the animal is disposed.

    g. All crop related supplies such as fertilizer, chemicals, seed, etc. should be listed at their original purchase price.

    h. All products bought for resale and business supplies on-hand should be listed at their original purchase price.

    i. Machinery, buildings and equipment values should be the book value (acquisition costs - depreciation).

    j. Land should be valued at acquisition cost plus non-inventorable improvements.

    k. Grain/Crops carried over from one year to the next are to be counted **ONLY** in the year they are planted.

8. Interest on non-borrowed capital must not be added back in under line 19- Income from Other Sources This Year. (Note: SAEP Earnings This Year (line 18) does not include the Interest on Non-Borrowed Capital.)

9. Depreciation is not income and should not be included as Income from Other Sources This Year, Worksheet Line 19.

10. The depreciation (loss) dollar amount for purchased Breeding Stock (Form 7) for each year will be added back in on the State Degree Worksheet. You will need to make one entry for each year on Line 21 of the worksheet and then the calculations will be made for you. **This calculation is for State Degree only and cannot be used on the American Degree or State/National Proficiency Awards.**

11. Students whose SAEP includes corporate stock ownership must provide with the record book:

    a. A copy of the Articles of Incorporation

    When the corporation records are not accessible to the area committee, the applicant must also submit:

    a. A statement of application/corporation record accuracy by the corporate accountant.

    b. The above statement must be notarized.

12. Exchange labor hours will be divided by the wage factor ($10.00/hour) for the respective record book year.

II. Supervised Agricultural Experience Guidelines (600 points maximum)

A. Scoring Guidelines

1. Scope - 200 points maximum (See pages 21 thru 25)

   a. Equals the scope points of all years. Do not include items listed in "Inventory Entering Agricultural Education.

   Please list enterprises by description and scope in scorable units exactly as listed in this book or indicate "NONE" in the box. (See pages 21 - 25.)

   b. The table labeled: **"Inventory Entering Agricultural Education"** shall include applicant's inventory for first day of first year of agriculture class (No Earlier than September 1) as shown on forms 8 and 9 (LIVESTOCK & CROP INVENTORY) of the Missouri Agricultural Record Book for Secondary Students or forms 16 and 17 of the Missouri Farm Business Record Book.

   c. The applicant's first year records can be no longer than 16 months (beginning September 1 of their 9th grade year or later) or no less than 12 months and must be summarized on Dec. 31 of student's second school year.

   d. The Description and Scope in Scorable Units (See pages 21 - 25) should be listed for each year using:

      Form 12 - Missouri Agricultural Record Book for Secondary Students
      Equivalent forms - Missouri Farm Business Record Book

   e. All enterprises should be listed by Description and Scope in Scorable Units or indicate **"NONE"** in the box. Point values are listed on pages 21 – 25. Any enterprise not on the list should be submitted in writing to the Area screening committee with a recommended point value based comparable enterprise receipts, expense and labor required.

   f. **Record all dollar values to the nearest whole dollar.**

   g. **Waitressing and Baby Sitting/Childcare are not acceptable Supervised Agricultural Experience Programs and should NOT be included in scope, income, placement or directed lab experience. Waitressing and Baby Sitting/Childcare are non-agricultural income and can be recorded in personal income and expenses. Please check the National FFA Organization Proficiency Award Areas for Agricultural SAEs.**

A. Scoring Guidelines (Continued)

Please list enterprises by description and scope in scorable units exactly as listed in this book or indicate "NONE" in the box. (See pages 21 - 25.)

Scoring Scope	Function	Year 1	Year 2	Year 3	Year 4
Ownership Enterprises Points	Plus (+)				
Paid Placement Points	Plus (+)				
Unpaid Placement Points	Plus (+)				
Agriscience Points	Plus (+)				
Exchange Labor Points	Plus (+)				
Subtotal	Equal (=)	Y1	Y2	Y3	Y4

GRAND TOTAL SCOPE POINTS (200 Points Maximum) **Equals (Y1 + Y2+ Y3 + Y4) Above**	

2. **Growth** - 100 points maximum - (Scope points of final year minus scope points entering agricultural education).

   DO NOT INCLUDE EXCHANGE LABOR HOURS.

Equation:	Function	Scope Points
Ownership Enterprises (Final Year ONLY)	Plus (+)	
Paid Placement Experience (Final Year ONLY)	Plus (+)	
Unpaid Placement Experience (Final Year ONLY)	Plus (+)	
Agriscience Experience (Final Year ONLY)	Plus (+)	
Subtotal	Equals (=)	
Scope Points Entering Agricultural Education	Minus (-)	
TOTAL GROWTH POINTS (100 Points Maximum)	Equals (=)	

3. **Total SAEP Earnings** - 100 points maximum (See Table Page 27)

4. **Gain in Net Worth** - 200 points maximum (See Table Page 28)

B. Scope Points (200 points maximum)

CROP & PLANTS

Grain/Crops carried over from one year to the next are to be counted ONLY in the year they are planted.

Description	Scope (Scorable Units)	Points
Corn	1 acre	2
Popcorn	1 acre	2
Soybeans	1 acre	1.6
Sunflowers	1 acre	1.6
Milo	1 acre	2
Wheat	1 acre	1.2
Oats	1 acre	0.8
Barley	1 acre	0.8
Tobacco	1 acre	32
Peanuts	1 acre	5
Cotton	1 acre	3
Rice	1 acre	3.0
Grass seed	1 acre	1.0
Legume seed	1 acre	1.4
Pasture	1 acre	0.2
(Pasture - Owned or Rented must show expense in record book of ownership &/or rent to be counted.)		
Hay	1 acre	0.8
Alfalfa	1 acre	2
Straw	1 acre	0.4
Pecans	500 pounds	1
Walnuts	500 pounds	1
Christmas Trees	25 trees	1
Wood	2 cords	1
Logs	600 board feet	1
Timber TSI	1 acre	1
Strawberries	1000 square ft	.5
Bramble Berries	100 ft. of run	1
Grapes	100 ft. of run	1
Garden (Vegetable or Ornamental)	1000 square ft.	.5
Vegetable Crop (Mechanically Harvested)	1 acre	5
House Plants &/or Tobacco Plants	50 plants	1
Bedding Plants	200 plants	1
Ornamental Trees, Shrubs & Plants	25 trees, shrubs or plants	1

B. Scope Points (200 points maximum) (Continued)

CROP & PLANTS (continued)

Description	Scope (Scorable Units)	Points
Specialty Crop	1 Pound Ginseng (dry)	4
	100 Loufa Sponges (dry)	1
	3 Pounds Golden Seal Root (dry)	1
	15 Pounds Golden Seal Herb (dry)	1
	15 Pounds Skullcap	1
	300 Pounds Wet Mullein Leaf	1
	300 Pounds Sassafras Leaves (dry)	1
	500 Pounds Milk Thistle (dry)	1
	350 Pounds Sumac Leaves (dry)	1
Fruit Trees	25 Trees	1
Wildlife Food Plots	1 acre	0.5

C. Scope Points (Continued) (200 points maximum)

ANIMALS

Description	Scope (Scorable Units)	Points
Beef	1 Breeding	3
	1 Non-breeding	2
Dairy	1 Cow	8
	1 Heifer	2
	1 Bull	3
	1 Bottle Calf	1
Swine (Includes Potbellies)	1 Breeding	3
	5 Feeder Pigs	1
	2 Market Hogs	1
Sheep	1 Breeding	2
	2 Non-breeding	1
Poultry	15 Laying Hens	1
	15 Exotic Poultry (Hens or Roosters)	1
	20 Hens, Peacocks, Guineas, Ducks, Roosters Geese, Pheasants, or Chuckers	1
	100 Chicks and Broilers	1
	80 Pullets	1
	10 Turkey broilers or poults	1
	10 Tom Turkeys or 10 Hen Turkeys	1
	20 Quail, Parakeet, Cockatiel or Pigeons	1
Equine (Includes Miniatures)	1 Breeding	3
	1 Non-breeding	2
Goats	1 Breeding	2
	2 Non-breeding	1
	1 Milking Doe Goat	3
Rabbits	10 Breeding Rabbits (Buck or Doe)	1
	30 Rabbit Fryers or Non-breeding Rabbits	1

(MORE ON NEXT PAGE)

D. Scope Points (continued)

SPECIALTY ANIMALS, OTHERS & CUSTOM WORK

Description	Scope (Scorable Units)	Points
Specialty Animal	1 Buffalo	3
	1 Yak	3
	1 Elk	3
	1 Llamas or Alpacas	3
	1 Ostrich, Emu, or Rhea	3
	1 Bear	3
	1 Camel	3
	1 African Lion, Bengal Tiger, Siberian Tiger, North American Cougar, Leopard, or Cougar	3
	1 Cub of any lion, tiger or cougar	2
	1 Breeding Dog (Male or Female) or 5 Dog pups	1
	5 Breeding Cats (Male or Female)	1
	1 Deer or Ibex	1
	1 Breeding Monkey, Fox, Raccoon, or Prairie Dog	1
	100 Mice/Gerbil/Hamster/Cavia	1
	1 Ferret	1
	1 Lemur	1
	1 Wolf or 5 Wolf pups	1
	100 Waterdogs or Newts	1
	15 Chinchillas, Degus, Squirrels (Male or Female)	1

OTHERS

Description	Scope (Scorable Units)	Points
Bees	1 Hives	1
Fish	100 Head	1
Worms	10,000 Head	1
Ham or Bacon	1 Cured Ham or Cured Bacon	0.2

E. Scope Points

CUSTOM WORK

Custom work will be scored by indicating the dollars of gross income received from the custom work enterprise. Applicants should not include the hours worked as custom work under any other section of the application.

Description	Scope (Scorable Units)	Points
Custom Work	**$ Gross Income**	**(See Chart Page 24)**

Agribusiness Income is defined as providing a service to a customer and/or adding value to products in Section B, C and D, Scope Points.

E. Scope Points (continued)

Ownership Agribusiness and Custom Work

Description	Scope (Scorable Units)	Points
Agribusiness Ownership	**$ Gross Agribusiness Income**	**(See Chart Page 26)**

The guidelines below will be used to score ownership agribusiness (i.e. auctioneer, landscaping business) under the ownership SAE section of the State Degree Application. The applicant must include the gross agribusiness income. **Care should be taken to only include ownership agribusiness income.**

I. Scope points will be awarded for agribusiness income.

II. Students whose total gross agribusiness income falls within a specific range on the table on page 26 will be awarded the amount of points found to the right of the range. **(Hours spent in ownership agribusiness and/or custom work should not be included in any other section of the application.)**

III. Any SAE listed on pages 21-26 should be entered and scored on the application as specified on pages 21-26 and not as agribusiness income, unless the agribusiness meets the criteria below.

IV. The definition of an agribusiness for the purpose of this degree is as follows:

a. The student must be providing a service to a customer and/or adding value to the product to even consider the SAE as Agribusiness Ownership.
b. If 50% or more of the income is a result of providing the service or adding value to the enterprise then it should be considered an agribusiness ownership, otherwise the enterprise should remain in the Production Ownership area.
c. Care should be taken to keep enterprises expenses separate so in the record book the service or value added component can be detected.

Examples:

If you are selling jellies from fruit trees and you are adding value to the fruit by making jellies and 50% of the income is from the value added then you should count the enterprise as agribusiness ownership.

If you are selling eggs from hens you own and are adding value by marketing them to grocery stores and related businesses and 50% of the income is from the value that was added from that marketing then you should count the enterprise as agribusiness ownership.

If you are selling club (show) animals from your breeding inventory and your adding value by fitting, breaking, marketing, etc. and 50% of the income is from the value added portion of the enterprise then you should count the enterprise as agribusiness ownership.

If you are selling milk from dairy cows or wool from sheep in the traditional way and there is not value added component (making butter, bottling milk, spinning the wool, etc.) then the enterprises should be counted as Production Enterprise.

E. Scope Points (continued)

Ownership Agribusiness and Custom Work (continued)

This is by no means a way to describe the entirety of what could be the SAE's that are found in Missouri. Agribusiness is defined as; you are providing a service and/or adding value to the product.

V. Must give a description of the Agribusiness to explain where the income is derived. (See example below.)

(EXAMPLE)

A student who has a lawn mowing business would indicate on the application the following:

DESCRIPTION	SCOPE
Agribusiness Income - Lawn Mowing	**$2312**
Agribusiness Income – A.I. Breeding	**$1500**

This student would receive 29 points for Agribusiness Income (See table page 26).

VI. **The description box on the Worksheet for Agribusiness must be filled out. A description and an explanation of how the SAE is providing a service and/or adding value to the product must be included. This should include an explanation of how 50% of the income is a result of the service or value added component.**

Agribusiness Income is defined as providing a service to a customer and/or adding value to products in Section B, C and D, Scope Points.

E. Scope Points (CONTINUED)

Ownership Agribusiness & Custom Work

The table below will be used to determine the point value awarded for **gross** agribusiness income and custom work. See page 24 for guidelines.

$ 0	-	$ 99	=	0 point	$ 7,500	-	$ 7,999	=	45 points
$ 100	-	$ 199	=	1 point	$ 8,000	-	$ 8,499	=	47 points
$ 200	-	$ 299	=	2 points	$ 8,500	-	$ 8,999	=	49 points
$ 300	-	$ 399	=	3 points	$ 9,000	-	$ 9,499	=	51 points
$ 400	-	$ 499	=	4 points	$ 9,500	-	$ 9,999	=	53 points
$ 500	-	$ 599	=	5 points	$10,000	-	$10,499	=	55 points
$ 600	-	$ 699	=	6 points	$10,500	-	$10,999	=	57 points
$ 700	-	$ 799	=	7 points	$11,000	-	$11,499	=	59 points
$ 800	-	$ 899	=	8 points	$11,500	-	$11,999	=	61 points
$ 900	-	$ 999	=	9 points	$12,000	-	$12,499	=	63 points
$ 1,000	-	$ 1,099	=	10 points	$12,500	-	$12,999	=	65 points
$ 1,100	-	$ 1,199	=	11 points	$13,000	-	$13,499	=	67 points
$ 1,200	-	$ 1,299	=	12 points	$13,500	-	$13,999	=	69 points
$ 1,300	-	$ 1,399	=	13 points	$14,000	-	$14,499	=	71 points
$ 1,400	-	$ 1,499	=	14 points	$14,500	-	$14,999	=	73 points
$ 1,500	-	$ 1,599	=	15 points	$15,000	-	$15,499	=	75 points
$ 1,600	-	$ 1,699	=	16 points	$15,500	-	$15,999	=	77 points
$ 1,700	-	$ 1,799	=	17 points	$16,000	-	$16,499	=	79 points
$ 1,800	-	$ 1,899	=	18 points	$16,599	-	$16,999	=	81 points
$ 1,900	-	$ 1,999	=	19 points	$17,000	-	$17,499	=	83 points
$ 2,000	-	$ 2,499	=	20 points	$17,500	-	$17,999	=	85 points
$ 2,500	-	$ 2,999	=	25 points	$18,000	-	$18,499	=	87 points
$ 3,000	-	$ 3,499	=	27 points	$18,500	-	$18,999	=	89 points
$ 3,500	-	$ 3,999	=	29 points	$19,000	-	$19,999	=	91 points
$ 4,000	-	$ 4,499	=	31 points	$20,000	-	$20,999	=	93 points
$ 4,500	-	$ 4,999	=	33 points	$21,000	-	$21,999	=	95 points
$ 5,000	-	$ 5,499	=	35 points	$22,000	-	$22,999	=	97 points
$ 5,500	-	$ 5,999	=	37 points	$23,000	-	$23,999	=	99 points
$ 6,000	-	$ 6,499	=	39 points	$24,000 & UP			=	100 points
$ 6,500	-	$ 6,999	=	41 points					
$ 7,000	-	$ 7,499	=	43 points					

Corrected 08/12/08

F. **Total SAEP Earnings** (100 points maximum)

This chart will be used to score this section of the State Degree Application. Students whose total profit or loss falls within a specific range will be awarded the amount of points found to the right of the range.

$ 1000	-	$2000	=	5 points
$ 2001	-	$3000	=	10 points
$ 3001	-	$4000	=	15 points
$ 4001	-	$5000	=	20 points
$ 5001	-	$6000	=	25 points
$ 6001	-	$7000	=	30 points
$ 7001	-	$8000	=	35 points
$ 8001	-	$9000	=	40 points
$ 9001	-	$10,000	=	45 points
$10,001	-	$11,000	=	50 points
$11,001	-	$12,000	=	52 points
$12,001	-	$13,000	=	54 points
$13,001	-	$14,000	=	56 points
$14,001	-	$15,000	=	58 points
$15,001	-	$16,000	=	60 points
$16,001	-	$17,000	=	62 points
$17,001	-	$18,000	=	64 points
$18,001	-	$19,000	=	66 points
$19,001	-	$20,000	=	68 points
$20,001	-	$22,000	=	70 points
$22,001	-	$24,000	=	72 points
$24,001	-	$26,000	=	74 points
$26,001	-	$28,000	=	76 points
$28,001	-	$39,000	=	78 points
$30,001	-	$32,000	=	80 points
$32,001	-	$34,000	=	82 points
$34,001	-	$36,000	=	84 points
$36,001	-	$38,000	=	86 points
$38,001	-	$40,000	=	88 points
$40,001	-	$42,000	=	90 points
$42,001	-	$44,000	=	92 points
$44,001	-	$46,000	=	94 points
$46,001	-	$48,000	=	96 points
$48,001	-	$50,000	=	98 points
$50,001 & UP			=	100 points

G. Gain in Net Worth (200 points maximum)

The following is a scoring system for the State Degree Application. This system is set up to give students an increasing amount of points as their gain in Net worth gets greater. **This will be done by obtaining the difference between the applicant's last year's Net Worth and the starting year's Net Worth and comparing it to the combined total Net Profit or Loss of the student's SAEP earnings. The smaller value of the two values will be used to determine the applicant's score.**

$ 1	-	$ 100	=	5 points
$ 101	-	$ 200	=	10 points
$ 201	-	$ 300	=	15 points
$ 301	-	$ 400	=	20 points
$ 401	-	$ 500	=	25 points
$ 501	-	$ 600	=	30 points
$ 601	-	$ 700	=	35 points
$ 701	-	$ 800	=	40 points
$ 801	-	$ 900	=	45 points
$ 901	-	$1,000	=	50 points
$ 1,001	-	$ 2,000	=	55 points
$ 2,001	-	$ 3,000	=	60 points
$ 3,001	-	$ 4,000	=	65 points
$ 4,001	-	$ 5,000	=	70 points
$ 5,001	-	$ 6,000	=	75 points
$ 6,001	-	$ 7,000	=	80 points
$ 7,001	-	$ 8,000	=	85 points
$ 8,001	-	$ 9,000	=	90 points
$ 9,001	-	$10,000	=	95 points
$10,001	-	$11,000	=	100 points
$11,001	-	$12,000	=	105 points
$12,001	-	$13,000	=	110 points
$13,001	-	$14,000	=	115 points
$14,001	-	$15,000	=	120 points
$15,001	-	$16,000	=	125 points
$16,001	-	$17,000	=	130 points
$17,001	-	$18,000	=	135 points
$18,001	-	$19,000	=	140 points
$19,001	-	$20,000	=	145 points
$20,001	-	$22,000	=	150 points
$22,001	-	$24,000	=	155 points
$24,001	-	$26,000	=	160 points
$26,001	-	$28,000	=	165 points
$28,001	-	$30,000	=	170 points
$30,001	-	$32,000	=	175 points
$32,001	-	$34,000	=	180 points
$34,001	-	$36,000	=	185 points
$36,001	-	$38,000	=	190 points
$38,001	-	$40,000	=	195 points
$40,001	&	UP	=	200 points

H. Paid Placement, Directed Laboratory Experience, Unpaid Placement, Agriscience & Exchange Labor

1. On Paid Placement Experience SAE, Directed Laboratory Experience SAE, unpaid Placement, Agriscience, and Exchange Labor indicate total hours of labor each year. The following should be used as guidelines for Paid Placement Experience SAE, Directed Laboratory Experience SAE, Unpaid Placement SAE, Agriscience SAE, and Exchange Labor:

   a) **Record hours to the nearest whole hour; do not include decimals or fractions.**

   b) **All hours of any type must be documented and shown in the record book.**

   c.) **If directed lab experience, unpaid placement, and Agriscience has been completed a Log Sheet listing the hours worked and a description of the experience MUST be included in the record book and checked by the Area screening committee. An approved log sheet can be found at the MU AG ED Website at http://dass.missouri.edu/aged/resources/record-book.php**

   d) 20 hours Exchange Labor = 1 Point (Maximum of 2000 hours/year)
   20 hours Paid Placement SAE = 1 Point (Maximum of 2000 hours/year)
   20 hours Unpaid Placement = 1 Point (Maximum 2000 hours/year)
   20 hours Agriscience Hours = 1 Point (Maximum 2000 hours/year)
   A maximum TOTAL of 2000 hours per year will be accepted. (Exchange Labor Hours + Paid Placement Hours + Unpaid Placement Hours + Agriscience Hours = Total)

   e) **Exchanged labor hours are not counted in figuring growth.**

   f) Paid Placement Hours are: Those hours of labor worked for someone other than yourself.

   g) Placement on the home farm that is exchange of labor for expenses should be included under exchange labor in hours.

   h) Placement on a farm or business other than the home farm should be shown under Paid Placement Experience SAE in hours.

   i) Custom work should be shown under ownership and dollars indicated under Scope in Scorable Units.

   j) Placement on the home farm for wages should include hours under Paid Placement Experience SAE. (Note: Exchange labor does not = Paid Placement Experience SAE. The applicant should receive a salary or wages for work performed. Payment in the form of feed, seed, fertilizer, machinery use etc. for work should be recorded as exchange labor.)

k) **Directed Laboratory Experience SAE is hours worked in excess of enrolled agricultural education classroom hours under direction of the agriculture instructor. Non-wage hours worked on the home farm are not considered Directed Laboratory Experience.** Directed Laboratory Experience is usually working in a school or community owned facility without pay. (i.e. school greenhouse, school farm, FFA garden, agriculture education shop, job shadowing or observation of industry). Trapshooting, calf working teams and team competition ARE NOT directed lab experience.

l) **If directed lab experience, unpaid placement, and Agriscience has been completed a Log Sheet listing the hours worked and a description of the experience MUST be included in the record book and checked by the Area Screening committee. An approved log sheet can be found at the MU AG ED Website at http://dass.missouri.edu/aged/resources/record-book.php**

m) **Exchange labor will be divided by the wage factor $10.00/hour for the respective record book year.**

III. Leadership & Participation Guidelines (400 Points Maximum)

General Guidelines

APPLICANTS MUST SCORE A MINIMUM OF 150 POINTS IN THIS SECTION TO BE ELIGIBLE FOR THE DEGREE

Activities must be completed before January 1 of the year applying for the State Degree.

List activities, offices, committees, proficiency awards, Career Development Events and awards only once (i.e. 10-12 State FFA Convention) unless an exception is noted on the following pages of this handbook.

Participation in a single activity, CDE, office, committee or award more than once will count as only one activity unless an exception is specifically noted on the following pages of this handbook.

On the Leadership Section of the application, if an "X" is placed in the wrong category for items listed in this handbook they will be scored at the lowest point value for that section. Even if it is marked lower or higher than indicated in this handbook.

A. Proficiency & Other Awards (75 points maximum)

(Must Specify Rating)

2. Only the awards listed below will be counted.

3. **Greenhand & Chapter FFA Degrees can not to be used as Awards.**

2. Chapter - 4 points; Area - 8 points; District - 12 points; State - 16 points; National - 20 points.

3. Points will only be awarded for the highest level attained.

4. Only group I individual ratings in the following CDE will be scored as stated above. (Ag. Mechanics, Agronomy, Ag. Sales, Dairy, Dairy Foods, Entomology, Farm Management, Floriculture, Forestry, Horse, Livestock, Meats, Nursery/Landscape, Poultry, and/or Soils)
   (Group I Must Be Specified to Receive Points)

5. Proficiency Awards should be listed under the highest level participated. (Must be listed in the current FFA manual.) **A maximum of 3 proficiency awards/year may be listed.** The same proficiency award may be counted more that once at the area level if not an area winner and different years are listed. If they are an area winner then they can count the award at State level once.

6. **List activities, offices, committees, Career Development Events and awards only once (i.e. 11-13 State FFA Convention) unless a specified exception is noted on the following pages of this handbook.**

7. No current school year proficiency awards will be counted.

A. Proficiency & Other Awards (continued)

List activities, offices, committees, Career Development Events and awards only once (i.e. 11-12 State FFA Convention) unless a specified exception is noted on the following pages of this handbook. (EXCEPTION: A maximum of 3 proficiency awards/year may be listed.)

The following will be counted as:

National Awards (20 points/each)

1st Place State Winner in FFA Proficiency Awards (Provided application was submitted to National FFA or National FFA Proficiency Finalist (TOP 4)
(**Example:** 1st Place State Winner National FFA Beef Production Proficiency or National FFA Finalist Turf Grass Management Proficiency)

National FFA Model of Innovation Award Interviews and/or Model of Excellence Interviews
(Note: Must have participated in the interview.)

National FFA SAE Grant

National FFA Band

National FFA Chorus

National FFA Talent (Must have performed at the National FFA Convention)

National FFA Scholarship Winner

National FFA Dairy Handler

Group I individuals in National CDE
(**Example:** Group I Individual National FFA Meats CDE)

National FFA Agriscience Fair Finalist (Specify which Division & Category)
(**Example:** National FFA Agriscience Finalist Division I-Animal Systems)
EXCEPTION: May count more than one year if different years are listed.

National Finalist Chevron Tractor Restoration (Must be selected for Nationals)

✸✸ Grand or Reserve Champion of a National Livestock Show listed below:
(EXCEPTION: May be counted more than once if different years are indicated.)
EX. – Grand or Reserve Champion (Showmanship, Boar, etc.) at National Livestock Show
-- Description must include species
- Must be in FFA Division or be a FFA member

✸✸ Grand or Reserve Champion Showmanship at a National Show if 1st or 2nd is given. – Must be in the FFA Division or be a FFA member.
(EXCEPTION: May be counted more than once if different years are indicated.)

Accepted National Shows

Louisville - North American International Livestock Exhibition
Cow Palace - San Francisco
Phoenix
Houston - Houston Livestock Show
Denver - Western National
Ft. Worth - Fort Worth Fat Stock Show
Kansas City - American Royal
Madison, Wisconsin - World Dairy Expo
Any species of a National Junior Breed Association Show

✸✸ **Members may only receive points for the highest level attained for each species and/or project area exhibited. (i.e. Beef, Sheep, Swine, Mechanics, Poultry, Dairy, Dairy Goats, Rabbits, Equine, Field Crop, Horticulture, Vegetable, etc.)**

A. Proficiency & Other Awards (continued)

List activities, offices, committees, Career Development Events and awards only once (i.e. 11-12 State FFA Convention) unless a specified exception is noted on the following pages of this handbook. (EXCEPTION: A maximum of 3 proficiency awards/year may be listed.)

State Awards (16 points/each)

Proficiency Awards listed in the current National FFA Manual
(**Example:** State FFA Sheep Production Proficiency)
(Note: This would be the Area winning application submitted to the state who receives a plaque on stage at the state FFA convention.)

State FFA Alumni Association Washington Leadership Conference Scholarship Winner (Note: May abbreviate Washington Leadership Conference as WLC)

State Winner Missouri Ruralist Essay Contest

State FFA Chorus Member

FFA Video Contest (District Winners, must have been participants in the video)

State FFA Talent Member (Must have performed at the State FFA Convention)

Group I Individuals in state CDE: (See list Section E, page 43-44)
(**Example:** Group I Individual State Agricultural Mechanics CDE)

1st Place State Dairy Handler

1st, 2nd, 3rd place individuals in State Grassland CDE

Group I Individual State FFA Knowledge CDE

1st Place Area FFA Treasurer's Book CDE
1st Place Area FFA Secretary's Book CDE
1st Place Area FFA Chapter Scrapbook CDE
1st Place Area Incomplete Record Book Entrepreneurship CDE
1st Place Area Incomplete Record Book Placement CDE
1st Place Area Complete Record Book Entrepreneurship CDE
1st Place Area Complete Record Book Placement CDE

Top 3 State Winners of MO Association of Fairs & Festivals Public Speaking Contest

1st & 2nd Place Winner in Agriscience Fair (Specify Division and Category)
(**Example:** 2nd Place State Winner in Agriscience Fair, Division II-Animal Systems)
(EXCEPTION: May be counted more than once if different years are indicated.)

1st, 2nd, or 3rd High Individual at State Trap Shoot held at Linn Creek Trap Range

(Continued Next Page)

A. Proficiency & Other Awards (continued)

List activities, offices, committees, Career Development Events and awards only once (i.e. 11-12 State FFA Convention) unless a specified exception is noted on the following pages of this handbook. (EXCEPTION: A maximum of 3 proficiency awards/year may be listed.)

State Awards (16 Points Each) (continued)

Missouri Quail Academy

Missouri State Fair Scholarship Recipient

Conservation Honors Program Participant

Lincoln Arc Welding Awards

Top 6 State Participants in the following: (MUST HAVE COMPETED AT STATE.)
MIC Public Speaking, MO Farm Bureau Public Speaking, MO Pork Association Public Speaking, MO Sheep Producers Public Speaking, Missouri Association of Soil and Water Conservation Districts Public Speaking, Missouri YF/YFW Public Speaking, MO Cattle Industry Public Speaking, or MO Pet Breeders Association Public Speaking.
(**Example:** Top 6 State Participant in MO Farm Bureau Public Speaking)

Missouri Agribusiness Academy Participant (Top 30)

State FFA Camp Leadership Medal (**EXCEPTION: This should not include All Around Camper or other camp awards.) (EXCEPTION: May be counted more than once if different years are indicated.)**

Public Speaking Academy Leadership Medal **(EXCEPTION: This may be in the same year and in addition to a State FFA Camp Leadership Medal noted above.)**

Final 6 in State FFA Creed Speaking, FFA Prepared Public Speaking - Division I, FFA Prepared Public Speaking - Division II, FFA Prepared Public Speaking - Advanced, FFA Extemporaneous Public Speaking, FFA Job Interview, FFA Agricultural Issues Forum, and/or FFA Parliamentary Procedure CDE
(**Example:** Final 6 State FFA Prepared Public Speaking – Division II CDE)

✸✸ Grand or Reserve Champion in the FFA Division at Missouri State Fair
(EXCEPTION: May be counted more than once if different years are indicated.)
Ex.–Grand or Reserve Champion (Showmanship, Boar, etc.) at Missouri State Fair
-- Description must include species
- Must be in FFA Division or be a FFA member
–(Dairy and Equine will count if they are FFA Member.)

✸✸ Grand or Reserve Champion Showmanship at Missouri State Fair if 1st or 2nd is given -- Must be in the FFA Division or be a FFA member.
(EXCEPTION: May be counted more than once if different years are indicated.)

✸✸ **Members may only receive points for the highest level attained for each species and/or project area exhibited. (i.e. Beef, Sheep, Swine, Mechanics, Poultry, Dairy, Dairy Goats, Rabbits, Equine, Field Crop, Horticulture, Vegetable, etc.)**

A. Proficiency & Other Awards (continued)

List activities, offices, committees, Career Development Events and awards only once (i.e. 11-12 State FFA Convention) unless a specified exception is noted on the following pages of this handbook. (EXCEPTION: A maximum of 3 proficiency awards/year may be listed.)

District Awards (12 points/each)

1st, 2nd, & 3rd high individuals in all district **agriculture and FFA** CDEs.
(**Example:** 2nd High Individual District Meats CDE)

1st, 2nd, 3rd place individuals in District Grassland CDE

(**Note: There are no District FFA Proficiency Awards)**

1st, 2nd, 3rd High Individual in District Trap Shoot (Districts named theirs below)

District Trap Shoots

NW	None	NE	Prairie Grove/Macon/Katonka
C	Linn Creek	SW	None
SC	SC Postal Shoot	SE	Did not provide one

Top 2 District Participants in the following: (MUST HAVE COMPETED AT DISTRICT.)
MIC Public Speaking, MO Farm Bureau Public Speaking, MO Pork Association Public Speaking, MO Sheep Producers Public Speaking, Missouri Association of Soil and Water Conservation Districts Public Speaking, Missouri YF/YFW Public Speaking, MO Cattle Industry Public Speaking, or MO Pet Breeders Association Public Speaking. (Remember only count highest level achieved per year)
(**Example:** Top 2 District Participant in MO Farm Bureau Public Speaking)

✸✸ Grand or Reserve Champion in the FFA Division at one of the district fairs listed below:
(Must indicate species or project area.)
(**Ex. - Grand or Reserve Champion (Showmanship, Boar, etc.) at District Fair**
(EXCEPTION: May be counted more than once if different years are indicated.)
-- Description must include species
- Must be in FFA Division or be a FFA member

✸✸ Grand or Reserve Champion Showmanship at a District Fair 1st or 2nd is given.
– Must be in the FFA Division or be a FFA member.
(EXCEPTION: May be counted more than once if different years are indicated.)

District Fairs

SW - Springfield
NW - Trenton
CE - Marshall or Johnson County
NE - Kirksville
SC - Owensville or West Plains
SE - Cape Girardeau

✸✸ **Members may only receive points for the highest level attained for each species and/or project area exhibited. (i.e. Beef, Sheep, Swine, Mechanics, Poultry, Dairy, Dairy Goats, Rabbits, Equine, Field Crop, Horticulture, Vegetable, etc.)**

Area Awards (8 points/each)

Proficiency Awards listed in the current National FFA Manual
(**Example:** Area FFA Vegetable Production Proficiency)

Top 2 Area Participants in the following: (MUST HAVE COMPETED AT AREA.)
MIC Public Speaking, MO Farm Bureau Public Speaking, MO Pork Association Public Speaking, MO Sheep Producers Public Speaking, Missouri Association of Soil and Water Conservation Districts Public Speaking, Missouri YF/YFW Public Speaking, MO Cattle Industry Public Speaking, or MO Pet Breeders Association Public Speaking. (Remember only count highest level achieved per year)
(**Example:** Top 2 Area Participant in MO Farm Bureau Public Speaking)

✸✸ Grand or Reserve Champion in the FFA Division at an area fair.
(Must indicate species or project area.)
(**Ex. – Grand or Reserve Champion (Showmanship, Boar, etc.) at Area Fair**
(EXCEPTION: May be counted more than once if different years are indicated.)
-- Description must include species
- Must be in FFA Division or be a FFA member

✸✸ Grand or Reserve Champion Showmanship at a Area Fair if 1st or 2nd is given. – Must be in the FFA Division or be a FFA member.

(EXCEPTION: May be counted more than once if different years are indicated.)

(Note: An area fair is any fair, where two or more schools are invited.)

1st, 2nd, 3rd High Individual in Area Trap Shoot (Areas named theirs below)

Area Trap Shoots

Area 1 -- Smithville	Area 2 -- Trenton
Area 3 – Lancaster or Macon	Area 4 – Prairie Grove
Area 5 – Katonka	Area 6 – Sedalia
Area 7 – Adrain/Warrensburg	Area 8 – Did not provide one
Area 9 – Did not provide one	Area 10 – None
Area 11 – Did not provide one	Area 12 – None
Area 13 – Rover/Rolla/Houston	Area 14 -- Herman
Area 15 – Did not provide one	Area 16 – Poplar Bluff

✸✸ **Members may only receive points for the highest level attained for each species and/or project area exhibited. (i.e. Beef, Sheep, Swine, Mechanics, Poultry, Dairy, Dairy Goats, Rabbits, Equine, Field Crop, Horticulture, Vegetable, etc.)**

A. Proficiency & Other Awards (continued)

List activities, offices, committees, Career Development and awards only once (i.e. 11-12 State FFA Convention) unless a specified exception is noted on the following pages of this handbook. (EXCEPTION: A maximum of 3 proficiency awards/year may be listed.)

Chapter Awards (4 points/each)

Any two local chapter awards in addition to:

Proficiency Awards listed in the current National FFA Manual
(**Example:** Chapter FFA Vegetable Production Proficiency)

✸✸ Grand or Reserve Champion in the FFA Division at a local fair.
(Must indicate species or project area.)
(**Ex. – Grand or Reserve Champion (Showmanship, Boar, etc.) at Local Fair**
(EXCEPTION: May be counted more than once if different years are indicated.)
-- Description must include species
- Must be in FFA Division or be a FFA member

✸✸ Grand or Reserve Champion Showmanship at a Local Fair if 1st or 2nd is given.
– Must be in the FFA Division or be a FFA member.

(EXCEPTION: May be counted more than once if different years are indicated.)

Chapter FFA Alumni Legion of Merit Award

Chapter FFA Leadership Medal
(EXCEPTION: May be counted more than once if different years are indicated.)

Chapter FFA Scholarship Medal
(EXCEPTION: May be counted more than once if different years are indicated.)

Star Greenhand Degree

Star Chapter Farmer

All Around Camper & Other FFA Camp Awards

Star Chapter Agribusiness

Star Chapter Placement

Star Chapter Agriscience

******* Chapter FFA Creed Speaker
******* Chapter FFA Prepared Public Speaker
******* Chapter FFA Extemporaneous Public Speaker
(**EXCEPTION: If above chapter level put in Section E. This item may not be listed in both sections A and E.**

✸✸ **Members may receive points only for the highest level attained for each species and/or project area exhibited. (i.e. Beef, Sheep, Swine, Mechanics, Poultry, Dairy, Dairy Goats, Rabbits, Equine, Field Crop, Horticulture, Vegetable, etc.) (Must indicate species or project area.)**

B. Other FFA Activities (90 points maximum)

(AN ACTIVITY WILL BE COUNTED ONLY ONCE AT THE HIGHEST LEVEL OF PARTICIPATION)

1. Scoring

Chapter - 2 points;
Area - 4 points;
District - 6 points;
State - 8 points;
National - 10 points.

b. **Applicant receives points only for highest level attained.**

c. (Note: If the candidate indicates they are an exhibitor in the FFA division at the district fair, State Fair, American Royal or other national shows, only one activity of this type will be counted in 5.f on the back of the cover page as above local level regardless of the number of shows or types of exhibits.) However, in this section **(B. Other FFA Activities)** applicants who are exhibitors in the FFA division at the district fair, State Fair, American Royal or other national shows may list one area, one district, one state, and/or one national activity of this type for activity points above the local level. All additional FFA exhibitor activities are local activities regardless of the number of shows or types of exhibits. Other county fairs and shows are local activities.

d. **Proficiency Awards should be listed on Table A, CDE teams on Table E, and committees on Table D. (Do Not List Them on Table B.)**

2. **List an activity only once.** Local FFA chapter meetings will be only counted once regardless of the number of meetings listed. (i.e. Attending the National FFA Convention three times is only one activity.) Record as follows:

Year	Activity	Chap	Area	Dist	State	Natl
10-12	**National FFA Convention**					**X**

3. **On the Leadership Section of the application, if an "X" is placed in the wrong category for items listed in this handbook they will be scored at the lowest point value for that section.** Even if it is marked lower or higher than indicated in this handbook.

Activities listed below may not count to meet Check Sheet Item 14. See information on pages 14-16 of the State Degree Handbook to determine which items meet Check Sheet Item 14.

B. Other FFA Activities (90 points maximum) (continued)

(AN ACTIVITY WILL BE COUNTED ONLY ONCE AT THE HIGHEST LEVEL OF PARTICIPATION)
The following activities will be scored under Section B: Other FFA Activities at the level indicated:

NATIONAL
(AN ACTIVITY WILL BE COUNTED ONLY ONCE AT THE HIGHEST LEVEL OF PARTICIPATION)

National FFA Convention
Washington Leadership Conference
FFA International Programs
National FFA Convention Courtesy Corp.
National Livestock Show Exhibitor - **ONLY 1 ALLOWED**
FFA Chapter Exhibit Booth at the National FFA Convention
National Western Livestock & Meats Contest – Denver
(2nd Place State Winning Livestock & Meats Team Members Only)
National Dairy Expo & Contest – Louisville &/or Wisconsin
(2nd Place State Winning Dairy Team Members Only)
National FFA Knowledge CDE (Invitational)
(1st Place State FFA Knowledge Team Only)
National Land & Home-Site Evaluation Contest
(Top 5 State Soils Teams Only)
National Day of Service at National FFA Convention
National FFA Rally for Hunger

STATE
(AN ACTIVITY WILL BE COUNTED ONLY ONCE AT THE HIGHEST LEVEL OF PARTICIPATION)

State Environthon
State FFA Trap Shoot at Linn Creek
State FFA Convention
State FFA Convention Delegate
State FFA Convention Courtesy Corp.
State FFA Convention Media Room Worker
State FFA Leadership Camp
State FFA Public Speaking Academy
State HYMAX Academy
State Public Speaking Institute
The Leadership Adventure – Advancing New Frontiers
The Leadership Adventure - Start the Expedition Process (STEP)
Missouri Farm Bureau Statewide Leadership Day
Missouri Pork Institute
Missouri State Fair Exhibitor - **ONLY 1 ALLOWED** (Dairy, Equine, FFA Building will count)
State Fair Booth/Demonstration -Chapter Exhibit - **ONLY 1 ALLOWED**
Statewide Activity or Event – (Must be listed in DESE Ag Ed Calendar)
Four are allowed (one per year) and each year must be a different activity not otherwise listed in the Leadership Section.
Ex. – Statewide Activity or Event – (then list event)
LEAD Conference for Chapter Officers
Area Officer Institute
Missouri Cattlemen's Ambassador's Contest
Missouri Farm Bureau Ambassador Contest
Missouri Pork Producers Ambassador Contest

B. Other FFA Activities (90 points maximum) (continued)

State Continued:

State Participants in the following: (MUST HAVE COMPETED AT STATE.)
MIC Public Speaking, MO Farm Bureau Public Speaking, MO Pork Association Public Speaking, MO Sheep Producers Public Speaking, Missouri Association of Soil and Water Conservation Districts Public Speaking, Missouri YF/YFW Public Speaking, MO Cattle Industry Public Speaking, or MO Pet Breeders Association Public Speaking.
(**Example:** State Participant in MO Farm Bureau Public Speaking)

DISTRICT
(AN ACTIVITY WILL BE COUNTED ONLY ONCE AT THE HIGHEST LEVEL OF PARTICIPATION)

UMC Field Day
District Environthon
Greenhand Motivational Conference-January with State Officers
District FFA Trapshoot

District Fair Exhibitor - **ONLY 1 ALLOWED**
North Central Missouri Fair - Trenton
Northeast District Fair - Kirksville
Ozark Empire Fair - Springfield
Central District Fair- Marshall or Johnson County
Southeast District Fair - Cape Girardeau
South Central District Fair - West Plains or Owensville

MO Agribusiness Academy Interviews (**Note:** If not selected to attend)

District Participants in the following: (MUST NOT HAVE COMPETED AT STATE.)
MIC Public Speaking, MO Farm Bureau Public Speaking, MO Pork Association Public Speaking, MO Sheep Producers Public Speaking, Missouri Association of Soil and Water Conservation Districts Public Speaking, Missouri YF/YFW Public Speaking, MO Cattle Industry Public Speaking, or MO Pet Breeders Association Public Speaking.
(**Example:** District Participant in MO Farm Bureau Public Speaking)

State Young Farmer Tour (this is a district activity)
Chapter Exhibit Booth at District Fair

B. Other FFA Activities (90 points maximum) (continued)

AREA
(AN ACTIVITY WILL BE COUNTED ONLY ONCE AT THE HIGHEST LEVEL OF PARTICIPATION)

Each Area should bring a list of approved area activities with them to the State Degree screening.

Area FFA Banquet
Area FFA Barnwarming
Area FFA Leadership Conference - Officer Training
Area FFA Greenhand Conference
Area FFA Greenhand Initiation
Area FFA Rituals CDE
Area FFA Farm/Agribusiness Tour
Area FFA Delegate
Area FFA Meeting - **LIMITED TO 1** (Excludes Area Officer meetings during your area officer term.)
Area FFA Officer Interview (Did interview & no area office obtained.)
Area Fair Exhibitor - **ONLY 1 ALLOWED** (Note: An area fair is any fair,in which two or more schools are invited.)
Area FFA Trap Shoot (limited to one Area Trap Shoot)

Area FFA Chapter Degree Initiation Ceremony or Chapter FFA Degree Motivational Conference

Area Participants in the following: (MUST NOT HAVE COMPETED AT DISTRICT.)
MIC Public Speaking, MO Farm Bureau Public Speaking, MO Pork Association Public Speaking, MO Sheep Producers Public Speaking, Missouri Association of Soil and Water Conservation Districts Public Speaking, Missouri YF/YFW Public Speaking, MO Cattle Industry Public Speaking, or MO Pet Breeders Association Public Speaking.
(**Example:** Area Participant in MO Farm Bureau Public Speaking)

Area FFA Fundraisers

C. FFA Offices (100 points maximum)

The Year(s) Must Be Listed ~~In Order To Receive Points!~~

1. The following chapter offices: president, vice president or 1st vice president, 2nd vice president, secretary, treasurer, reporter, sentinel, parliamentarian, chaplain, and/or historian - 30 points/each

2. Co or Assistant officer to the president, vice president or 1st vice president, 2nd vice president, secretary, treasurer, reporter, sentinel, parliamentarian, chaplain, and/or historian - 15 points/each

3. Area Officer - 40 points/each

4. Offices can be duplicated at the same level but must be listed on separate lines and noted with different school years in order to be scored.

5. Two offices cannot be held the same year at the same level. Students can only hold and receive points for one chapter or area office per school year.

Example:

C. FFA Office Held: (100 Points)		Caps Off	Local Use	Area Use	State Use
Year	(Use ARROW to the Right for a List from Which to Select)				
11-12	Chapter Vice President				
12-13	Area Sentinel				

D. <u>Committees in FFA</u> (40 points maximum)

1. Applicant must specify whether it was a chapter or area committee **and** whether they were a member or chairman in order to receive points.

2. **To receive the State FFA Degree a student must have served as an officer or chaired a committee.**

3. The following are the Program of Activities Committees that will be accepted: (See the National FFA Manual – Program of Activities Section)

There are two ways that a chapter might organize committees that will be accepted:

<u>3 Chapter Divisions Committees:</u>
(Based upon the Divisions of the National Chapter Award Program)
Student Development
Chapter Development
Community Development

OR

<u>15 Chapter Standing Committees:</u>
(Based upon the 15 Standing Committees)

Leadership Committee	Healthy Lifestyles Committee
Career Success Committee	Scholarship Committee
Personal Growth Committee	Chapter Recruitment Committee
Financial Committee	Public Relations Committee
Cooperation Committee	Support Group Committee
Economic Development Committee	Agricultural Promotion Committee
Human Resources Committee	Citizenship Committee
Environmental & Natural Resources Committee	

4. All Program of Activity plus BOAC and Safety committee chairman - 10 points

5. Member of one of the Program of Activities committee plus BOAC and Safety - 8 points

6. All other committees - 5 points

7. Executive Committee member counts as (5) points only when student is not an officer.

8. Program of Activities, BOAC and Safety committees may be listed more than once at the same level but must be listed on separate lines and noted with different school years.

E. Career Development Events (75 points maximum)

1. Only the team & individual CDE events listed in the state &/or national career development events handbook are counted as listed below: **(with the exception of Grassland Management CDE, it will be scored in this section and not in Section B as in previous years)**

Area -	5 points for FFA;
District -	10 points for agriculture and 15 points for FFA;
State -	20 points for agriculture or 20 points for FFA;
National -	25 points for agriculture or 25 points for FFA.

2. Candidates receive points only for highest level attained.

3. No current school year CDE teams will be counted.

Note: FFA Ritual CDE is not considered as a CDE team but as an activity under section B.

4. The highest level for all record books, secretary's book, treasurer's book, and scrapbook is Area which is worth 5 points.

5. **EXCEPTION: A CDE team may count a maximum of twice if two different years are indicated.**

6. **CDE List:**
   a. Agricultural Mechanics – (Even Year)
   b. Agricultural Mechanics – (Odd Year)
   c. Agricultural Sales
   d. Agronomy
   e. Environmental & Natural Resources (when implemented)
   f. Dairy Cattle
   g. Dairy Foods
   h. Entomology
   i. Farm Management
   j. Floriculture
   k. Forestry
   l. Horse Evaluation
   m. Livestock
   n. Meats Evaluation
   o. Nursery Landscape
   p. Poultry
   q. Soils
   r. Grassland (Follows same rules as other CDE's)

7. **FFA Leadership Contest List:**
   a. Creed Speaking
   b. Extemporaneous Public Speaking
   c. Division I Prepared Public Speaking
   d. Division II Prepared Public Speaking
   e. Advanced Prepared Public Speaking
   f. FFA Knowledge
   g. Parliamentary Procedure
   h. Incomplete Record Book Entrepreneurship
   i. Incomplete Record Book Placement
   j. Complete Record Book Entrepreneurship
   k. Complete Record Book Placement
   l. Secretary's Book
   m. Treasurer's Book
   n. Chapter Scrapbook
   o. Agricultural Issues Forum
   p. Job Interview

F. Major Activities Outside FFA (20 points maximum)

Note: All activities scored by the area screening committee along with the area screening committee's score (Maximum of 20 points) will be accepted without question by the state degree screening committee unless it does not meet the guidelines below.

AREA SCREENING COMMITTEE GUIDELINES:

1. Each type of activity should be listed only once and will only be scored once.
2. Activities scored in this section **should be applicable to the years a student was enrolled in agriculture.** Activities listed previous to enrolling in the agriculture program will not be scored.
3. Each activity is worth 4 points each.

F. Major Activities, Awards and Leadership Outside the FFA (See Handbook Page 35) (20 Points)		**LU**	**SU**
Year	**Activity**		
09-10	**President of Sophomore Class**		

DEPRECIATION SCHEDULES - FORMS 6 AND 7 OF the MO RECORDBOOK

1. Depreciation is the decrease in value which occurs regardless of repair and maintenance. There are several methods of calculating depreciation. The "Farmers Tax Guide" available from the Internal Revenue Service is a good reference on depreciation for income tax reporting.
2. It is suggested that most students use the simple mid-year straight line method of depreciation. Basic information needed to complete this shown below.

EXAMPLE: A boar purchased in 2010 for $250.00 with a life of 3 years would have the following depreciation taken:

2010 $41.67 ($250.00 - 41.67 [16.67%] = $208.33 Remaining Book Value
2011 $83.33 ($208.33 - 83.33 [33.33%] = $125.00 Remaining Book Value
2012 $83.33 ($125.00 - 83.33 [33.33%] = $41.67 Remaining Book Value
2013 $41.67 ($41.67 - 41.67 [16.67%] = $0 Remaining Book Value
Total $250.00 depreciation taken

3. The "Total Cost Basis" is calculated from the information involved in the purchase of an item. Follow the equation listed in the "Farmers Tax Guide" reference to compute this number.

EXAMPLE: Purchased a new law mower in June 2010. Traded in a used mower with $1050 remaining book value and paid $1750 cash.
($1050 + $1750 = $2800)

Tables 1 show entries needed for this example:

Table 1.

Depreciation for the following years:

2010 - $200 - "Depr. This Year" (7.14%); $2600 - Rem. Book Value"
2011 - $400 - Depr. This Year" (14.29%); $2200 - "Rem. Book Value"
2012 - $400 - Depr. This Year"; $1800 - "Rem. Book Value"

Additional Forms will be required to show depreciation through the life of the equipment.

2013 - $400 - Depr. This Year"; $1400 - "Rem. Book Value"
2014 - $400 - Depr. This Year"; $1000 - "Rem. Book Value"
2015 - $400 - Depr. This Year"; $600 - "Rem. Book Value"
2016 - $400 - Depr. This Year"; $200 - "Rem. Book Value"
2017 - $200 - Depr. This Year" (7.14%); $0 - "Rem. Book Value"

Expensing and/or adjustments need to be considered when figuring the cash basis on which depreciation is calculated. In most cases students would be advised not to use "Expensing". Use the "Farmers Tax Guide" as a reference to determine when and what to use on large farming operations with sizable taxable income.
You cannot depreciate raised breeding animals if the cost of producing them has been deducted in operating costs.

6. FMV (Fair Market Value) is the value an item would bring (less cost of selling) if sold at the time of the evaluation.

Directed Lab Experience and/or Exploratory Log

Name: _____

Year: _____

Version 2012.1

PAGE 1

Directed Laboratory Experience SAE is hours worked in excess of classroom hours under supervision of the agriculture instructor. Non-wage hours worked on the home farm are not considered Directed Laboratory Experience. Directed Laboratory Experience is usually working in a school or community owned facility without pay. (i.e. school greenhouse, school farm, FFA garden, agriculture education shop, job shadowing or observation of industry). Trapshooting, calf working teams and team competition ARE NOT directed lab experience.

Exploratory Activities Include: Exploring careers in agriculture by attending an agriculture career fair, or creating a report or documentary on the work of an individual in an agricultural career.

Career Cluster Codes: **CS** - *Cluster Skills* **AS** - *Animal Systems*, **ABS** - *Agribusiness Systems*, **BS** - *Biotechnology Systems*, **ESS** - *Environmental Service Systems*, **FPP** - *Food Products and Processing Systems*, **NRS** - *Natural Resource Systems*, **PS** - *Plant Systems*, **PST** - *Power, Structural and Technical Systems*

	Date	Career Cluster	Brief Description of Directed Lab Experience and / or Exploratory Experience	Directed Lab Experience Hours Worked (record to nearest quarter hour)	Exploratory Hours (record to nearest quarter hour)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
			Page Total	0	0
			Total Year-to-date	0	0

Page 1