

UTAH FFA ASSOCIATION

CHAPTER GUIDE TO STATE FFA ACTIVITIES

2006-2010

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I. Utah FFA Association General Rules, Policies and Code of Ethics

Philosophy of the FFA Program of Activities

Utah FFA Association activities are educational activities organized by the Utah FFA Association with support from the Utah FFA Foundation, sponsors and event hosts. They are designed to complement classroom instruction by giving students an opportunity to apply classroom knowledge in competitive situations. Each activity has been specifically designed to test the skills, concepts, and knowledge of students in a particular area of agricultural education.

The ultimate goal is involvement by all FFA members in selected FFA activities to provide opportunities for personal development. Award and degree applications should reflect the individual's occupational goals and their supervised agricultural experience program. Individual member participation should closely relate to the individual's occupational and leadership development goals. Individuals and teams are encouraged to participate in events above the chapter level provided that the activity is a natural outgrowth of education experience.

Policy Governing State Association Sanctioned Activities

Approved state activities shall be limited to those which will:

1. Motivate individual members in their study of agriculture and encourage their personal development as a useful citizen in our democracy.
2. Develop individual skills, interests, attitudes and/or abilities which will help individual members select and pursue an agricultural career.
3. Be closely related to the instructional program and curriculum.
4. Promote leadership development.
5. Be kept within the proper perspective so as not to unduly interfere with classroom activities nor provide intensified training for a selected few individuals at the expense of the educational opportunities of the rest of the members of the chapter.
6. Not involve nor promote competition with other youth organizations.

General Guidelines & Definitions

1. **Recognized Guide and Rule Sources** For all nationally sponsored FFA activities, awards, and recognitions, the Utah FFA Association will conform as closely as possible with such rules and regulations as they appear in the Career Development Events Handbook, the Agricultural Proficiency Award Handbook, the American FFA Degree Handbook, the Chapter Planning and Recognition: Student Handbook and the Official FFA Manual published by the National FFA for the current year and Utah's Chapter Guide for State FFA Activities.
2. **Individual Membership and Eligibility Requirements** To be eligible for membership in the FFA and participation in area and state sponsored FFA activities each member must:
 - a. Meet all eligibility requirements as outlined in the National Constitution, (Article V Section B) which in part states:

Active Membership - To be eligible for active membership in a chartered FFA chapter, a student must be enrolled in a secondary agricultural education program. State associations may consider "secondary agricultural education programs" to be grades 7-12.

To become an active member and retain membership, a student must:

1. While in school, be enrolled in at least one agricultural education course during the school year and/or follow a planned course of study; either course must include a supervised agricultural experience program, the objective of which is preparation for an agricultural career.
2. Show an interest in the affairs of the organization by attending meetings, striving for degrees of membership, and participating in other organized activities of the chapter. Pay all current state and national dues by the date determined by the chapter.
3. Display conduct consistent with the ideals and purposes of the National FFA Organization.

A member may retain active membership until November 30, following the fourth National FFA Convention after graduation from high school.

Further the student must:

1. Meet all of the specific requirements of the activity involved.
 2. Meet any other eligibility requirements of the local school. Have the approval of the local school administration to participate in those activities sanctioned by the Utah FFA Association, above the local level.
- b. A member who is eligible at the time entry is made for an award, or an award trip, shall be eligible to take part in the complete progression of that activity. Graduating seniors may not enter new CDE's after August 31 following their graduation from high school. Seventh and eighth grade members are not eligible to win state or national events until their ninth grade year unless specifically specified by the individual event. They may participate in a separate category.
- c. The use of ineligible members shall result in the forfeiture of individual and/or team awards and trips for the activity in question.
- d. Local advisors are responsible for the eligibility of all entries from their chapters and must certify the contestant's eligibility.
3. **Period of Individual Active Membership** An FFA member may retain active membership until November 30, following the fourth National FFA Convention after graduation from high school. Such FFA members are eligible to participate only when they have paid their dues and are active in chapter functions. No individual may retain active membership beyond his/her twenty-third birthday.
4. **Chapter Eligibility** To be eligible for participation in area and state sponsored FFA activities, each chapter must:
- a. Submit a membership roster postmarked by November 30 of the current school year to the State Executive Secretary. (Additions to rosters may be made until April 10 of the current school year.)
 - b. FFA chapters may remain fully active for 3 years without an instructor/advisor, due to teacher shortages or program discontinuance, provided they meet all the requirements of eligibility including submission of a membership roster and that proper supervision is given by a person having the approval of the local school district and State FFA Advisor.

Utah FFA Association Code of Ethics

The Utah FFA Association adheres to the National FFA Code of Ethics (Official FFA Manual) with the following additions.

1. Dressing neatly and appropriately for the occasion.
 - a. The Utah approved official dress for young men is the official FFA jacket zipped to the top; white button-up dress shirt; official FFA tie, or dark blue or black tie; black slacks (no jeans); dark socks; black dress shoes or black boots.
 - b. The Utah approved official dress for young women is the official FFA jacket zipped to the top; white shirt/blouse; official FFA scarf; black skirt in length no less than one inch from the knees; black closed toe shoes.
 - c. Hair should be neat, clean, well groomed and of reasonable, or moderate, length. Boys should be clean shaven. (This matter is under the authority of the local officials.)
 - d. Members attending formal recognition and/or awards presentations at State FFA Activities should not wear hats or caps.
2. Members attending activities should show courtesy and respect for other FFA members and guests by not leaving the room, unless absolutely necessary, until the activity is over.
3. Chapters are urged to familiarize their members with the high ideals of the FFA and to use fair and reasonable corrective measures when necessary.
4. Use of alcohol, tobacco and/or drugs will not be tolerated while members are attending any FFA activity. Any member using these substances will be immediately dismissed from the activity.
5. Members, who violate the Code of Ethics during activities of the Utah FFA Association, or rules formulated for any single event, may be asked to appear before the FFA Ethics Committee with the chapter advisor. This committee shall have the authority to:
 - a. Counsel with the member concerned and give assistance in interpreting the Code of Ethics and its importance.
 - b. Withdraw awards earned or received during the FFA event.
 - c. Disqualify the member from participation in FFA activities for a specified time period.
 - d. Send the member home at the members own expense.

The committee shall be chaired by the State FFA Advisor or State FFA Executive Secretary and include one State FFA Officer, one other FFA member at large (appointed by the Chair), and two FFA Advisors appointed by the currently serving UVATA President. Three members shall constitute a quorum. The Chair may appoint an ethics committee of available members/advisors for each activity when the regular committee is not available.

II. Degrees of Membership - Qualifications and Recognition

There shall be five degrees of active membership based on individual achievement. These are the Discovery FFA Degree, Greenhand FFA Degree, the Chapter FFA Degree, the State FFA Degree, and the American FFA Degree. The national organization shall set the minimum qualifications for each degree. The Discovery FFA Degree is intended for use in state associations and local chapters where middle school membership is offered. Receipt of this degree is not necessary in order to obtain the Greenhand FFA Degree or subsequent degrees.

Discovery FFA Degree

1. **Qualification** – The Utah FFA Association fully complies with the qualifications set out in the National FFA Organization Constitution & Bylaws, Article VI. Degrees and Privileges of Active Membership, Section B. The local chapter advisor(s) is/are responsible to certify that each recipient of the Discovery FFA Degree has met all of the qualifications. To be eligible to receive the Discovery FFA Degree from a chapter, the member must meet the following minimum requirements:
 - a. Be enrolled in agricultural education class for at least a portion of the school year while in grades 7-8.
 - b. Have become a dues paying member of the FFA at local, state and national levels.
 - c. Participate in at least one local FFA chapter activity outside of scheduled class time.
 - d. Have knowledge of agriculturally related career, ownership and entrepreneurial opportunities.
 - e. Be familiar with the local FFA chapter program of activities.
 - f. Submit written applications for the degree.
2. **Recognition** – The local chapter is responsible for recognizing and awarding the degree.

Greenhand Degree

1. **Qualification** – The Utah FFA Association fully complies with the qualifications set out in the National FFA Organization Constitution & Bylaws, Article VI. Degrees and Privileges of Active Membership, Section C. The local chapter advisor(s) is/are responsible to certify that each recipient of the Greenhand Degree has met all of the qualifications.
2. **Recognition** – The local chapter is responsible for recognizing and awarding the degree.

Chapter FFA Degree

1. **Qualification** – The Utah FFA Association fully complies with the qualifications set out in the National FFA Organization Constitution & Bylaws, Article VI. Degrees and Privileges of Active Membership, Section D. *Note: This section specifically states that members are not eligible to receive the Chapter FFA Degree until completion of at least 180 hours of systematic school instruction in agricultural education at or above the ninth grade level. Seventh & eighth graders are not eligible to receive the Chapter FFA degree.* The local chapter advisor(s) is/are responsible to certify that each recipient of the Chapter FFA Degree has met all of the qualifications.
2. **Recognition** – The local chapter is responsible for recognizing and awarding the degree.

State FFA Degree

1. **Qualifications** – The Utah FFA Association fully complies with the qualifications set out in the National FFA Organization Constitution & Bylaws, Article VI. Degrees and Privileges of Active Membership, Section E. Note: This section specifically states that members are not eligible to receive the State FFA Degree until the completion of at least two years (360 hours) of systematic school instruction in agricultural education at or above the ninth grade level. Members must be at least juniors (11th graders) to receive the State FFA degree. Active members in good standing may make application up to three years following graduation. It is the candidate's responsibility to retain continuous active membership for their full number of years of eligibility. For additional Utah qualifications please refer to the Utah FFA Association Constitution.
2. **How Many May Apply** – The National Constitution provides that states may determine the number of active members to be elected to the State FFA Degree each year. Currently the Utah FFA Association awards the State FFA Degree to all qualified candidates.
3. **Recognition** – A State FFA Degree charm and certificate will be provided for each recipient at the initiation ceremony during the state convention (subject to funding). Degree recipients must be in official dress to receive the degree during the initiation ceremony. Any candidate not in official dress will receive their degree charm and certificate in the mail after the convention.
4. **Application Process**
 - a. Fully complete the Utah FFA Association State FFA Degree Application. The application is available from the State FFA Executive Secretary or the Utah FFA Association website. The application is an adapted version of the American FFA Degree. No application will be considered unless it is typewritten or computer generated.
 - b. Submit the completed application to the Area Sifting Committee at or before the Area Contest as specified by the Area Chairperson. The candidates Official Record book must accompany the application to the area level but not the state level. The Official Record book must be typed or written in ink.
 - c. The Area Sifting Committee is responsible to complete the State Advisor column of the State FFA Degree Checklist of Minimum Qualifications. The Area Sifting Committee will not forward applications which do not meet all the requirements on the checklist.
 - d. Applications forwarded to the State FFA Executive Secretary must contain the completed State Advisor column of the State FFA Degree Checklist of Minimum Qualifications and arrive by February 15 of the current year.

American FFA Degree

1. **Qualifications** – The Utah FFA Association fully complies with the qualifications set out in the National FFA Organization Constitution & Bylaws, Article VI. "Degrees and Privileges of Active Membership" Section F. Note: Remember to keep all potential American FFA Degree Candidates on the chapter roster as active members or they will not be eligible.
2. **Recognition** – Approved candidates will be recognized on stage during the state convention. Candidates must be in official dress to be recognized on stage. Any candidate not in official dress will be recognized by name only.

3. Application Process

- a. The American FFA Degree Application can be found on the National FFA Organization's Local Program Resource Guide CD-ROM, or the official Utah FFA Association website (utahffa.org).
- b. Completed applications are to be delivered to the State FFA Advisor by FEBRUARY 15. No application will be considered unless it is computer generated. A copy of the candidates Official Record Book must accompany the application.
- c. All qualifying applications will be submitted to the American FFA Degree Committee for review and approval. The chairperson of the committee shall, at his/her discretion, disqualify incomplete/incorrect applications or return them for corrections during the pre-shifting.

Honorary State FFA Degree

1. **Qualifications** – According to the National FFA Constitution Article V. Section E, people who are helping to advance agricultural education and the FFA and who have rendered outstanding service may be elected to honorary membership by a majority vote of the members present at any regular meeting or convention.
2. **Nominating/Application Procedure**
 - a. Complete the Honorary State FFA Degree Nomination/Application Form.
 - b. Submit the completed application to the State Executive Secretary by February 22.
3. **Recognition** – All Honorary State FFA Degree recipients will be presented with a commemorative plaque or pin during the Honorary State FFA Degree Ceremony at the state convention. Recipients should be advised that business attire is appropriate for the presentation on the State Convention stage.

III. Individual FFA Member Opportunities and Recognition

State Proficiency Awards

1. **General Rules**
 - a. To win a State Proficiency Award the applicant must be a bona fide FFA member in good standing of the Utah FFA Association and the National FFA Organization.
 - b. Proficiency Award Applications must be submitted on Agricultural Proficiency Award Application 2006-2010 distributed by the National FFA Organization.
 - c. All applications must be computer generated.
 - d. Each Area may submit one application in each award area for state competition.
 - e. Applications must be delivered to the State FFA Advisor by **February 15**.
 - f. Any applications not fully completed may be summarily disqualified.
 - g. All information included in applications becomes public domain and may be used in state association news releases, recognition citations or audio visual presentations.
 - h. The Utah FFA Association complies with all rules and guidelines contained in the Agricultural Proficiency Award Handbook 2006-2010 published by the National FFA Organization.
 - i. In the event that no applications for a specific proficiency award area are deemed by the state judge(s) to be sufficient quality, the state association will not present a state award in that proficiency area.

2. **Application Procedure:**

- a. Choose the award area which your SAE qualifies you to compete in (award area descriptions can be found in the *Agricultural Proficiency Award Handbook 2006-2010*). Only those Proficiency Award Areas funded by the National FFA Organization for the current year will be awarded. The currently funded Proficiency Award list is published yearly by the National FFA Organization in the current year's *Official FFA Manual*, on the National FFA Organization website and by the State FFA Executive Secretary.
 - b. Complete *Agricultural Proficiency Award Application 2006-2010* supplied by the National FFA Organization.
 - c. Applications must be submitted to the Area for judging by the deadline established by that Area.
 - d. Area winning applications must be submitted to the State Executive Secretary by **February 22** with the Area Chair Results Report.
 - e. State winning applications must be submitted to the National FFA Organization for national competition in order for the winner to receive the cash award.
3. **Recognition** – Proficiency award winners receive a cash award from the National FFA Organization and a plaque from a Utah Sponsor at the state convention. Recipients must be in Official Dress to receive their award on the presentation stage.
 4. **Judging Panel** – All FFA Advisory Board members, Area Chairs, FFA Advisors and other interested persons are invited and encouraged to attend the State Proficiency Award Judging to serve as judges

State Star Awards

1. **Qualifications** – State Star Award recipients will be selected from the pool of State FFA Degree Candidates receiving their State FFA Degree at that state convention beginning with the 2007 State FFA Convention. (Advisory Board 9 Aug 2005)
2. **Category Definitions** – The following category definitions determine the state star award category candidates may apply for, determined by their type of SAE program. These definitions are adapted from the American FFA Degree Handbook 2006-2010 and from the Official FFA Manual (Star Awards section).
 - a. **State Star Farmer** candidates will have an entrepreneurship SAE in production agriculture. Candidates must have enough earnings and investment to qualify for the State FFA Degree.
 - b. **State Star in Agribusiness** candidates will have an entrepreneurship SAE in a non-production area of agriculture. Candidates must have enough earnings and investment to qualify for the State FFA Degree.
 - c. **State Star in Agricultural Placement** candidates will have a placement SAE in production agriculture, agribusiness or directed lab that is not Agriscience or natural resource based. The placement position can be paid or unpaid. Candidates must have enough earnings and investment to qualify for the State FFA Degree.
 - d. **State Star in Agriscience** candidates will have an SAE in natural resources, a research/experimentation type of SAE or a science based directed lab SAE. The SAE may be an entrepreneurship or placement type program. Placement positions can be paid or unpaid. Candidates must have enough earnings and investment to qualify for the State FFA Degree.

3. How Many May Apply

- a. Area Competition – Each chapter may submit one State Star Candidate in each of the four state star categories, star farmer, star in agribusiness, star in placement, and star in Agriscience for judging by the Area. Applications must be received by the Area deadline.
- b. State Competition – Each Area may submit two State Star Candidates, unranked, in each of the four state star categories, star farmer, star in agribusiness, star in placement, and Star in Agriscience for state judging. Applications are to be received by the State FFA Advisor by February 15.
- c. A candidate may apply in multiple categories and place but may win in only one category. (Advisory Board 9 Aug 2005)

4. Application Process

- a. The application form for State Star Candidates is the Utah State FFA Degree Application, marked accordingly on the bottom of the application cover sheet, and the candidates Official Record Book.
 - b. Candidates who are receiving the State FFA Degree at the current state convention should submit two copies of their State FFA Degree, one as the State FFA Degree application and one for State Star judging.
 - c. The Star State Candidate Applications will be judged prior to the state convention. Four finalists in each category will be selected. The finalists will be interviewed at the state convention.
 - d. Applicants for Star Awards are ENCOURAGED but NOT required to submit a maximum of six pictures as part of the applications. The format must be a duplicate of that used in the American FFA Degree Star Battery or the National Proficiency Award Application.
5. **Recognition** – State Stars in each category will receive a plaque and a check from National FFA in the amount of \$300.00. The first runner up in each category will receive a plaque and a check for \$150.00. The second runner up in each category will receive a plaque and a check for \$75.00. All plaques and cash awards are subject to sponsorship being obtained. Recipients must be in Official Dress to receive their award on stage.

State Star Greenhand Awards

1. **Qualifications** – State Star Greenhand Candidates must have completed no more than one full year of instruction in agricultural education above the 8th grade level. The candidate can be in the second year of agricultural education instruction at the time of application.
2. **Category Definitions** – The following category definitions determine the State Star Greenhand award category candidates may apply for, determined by their type of SAE program. These definitions are adapted from the American FFA Degree Handbook 2006-2010 and from the Official FFA Manual (Star Awards section).
 - a. **State Star Greenhand in Production** candidates will have an entrepreneurship SAE in production agriculture.
 - b. **State Star Greenhand in Agribusiness** candidates will have an entrepreneurship SAE in a non-production area of agriculture.
 - c. **State Star Greenhand in Agricultural Placement** candidates will have a placement SAE in production agriculture, agribusiness or directed lab that is not Agriscience or natural resource based. The placement position can be paid or unpaid.
 - d. **State Star Greenhand in Agriscience** candidates will have an SAE in natural resources, a research/experimentation type SAE or a science based directed lab SAE. The SAE may be an entrepreneurship or placement type program. Placement positions can be paid or unpaid.

- e. **How Many May Apply** – Each chapter may submit one candidate in each of the four state star greenhand categories to the State for judging. A candidate may apply in multiple categories and place but may win in only one category per year. (Advisory Board 9 Aug 2005)
3. **Application Process**
 - a. The State Star Greenhand Application Form is available on the State FFA Website. Applications must be typed or computer generated for consideration.
 - b. Candidates must indicate in which category they are applying by checking the category on line 13 of page 1 of the State Star Greenhand Application (Production, Agribusiness, Placement or Agriscience).
 - c. Deliver applications to the State FFA Advisor by February 22 for judging. A copy of the candidates Official Record Book is to accompany the application.
 4. **Recognition** – State Star Greenhands in each of the four categories will receive a plaque and a check in the amount of \$100.00. The first runner up in each category will receive a plaque and a check for \$75.00. The second runner up in each category will receive a plaque and a check for \$50.00. All plaques and cash awards are subject to sponsorship being obtained. Recipients must be in Official Dress to receive their award on stage.

Scholarships

1. Western AgCredit Scholarship Rules and Application Procedure

- a. In order to be considered for the Western AgCredit Scholarship, applicants must be bona fide FFA members in good standing of the state association must be in their Senior year of high school at the time of applying, and must submit a typed or computer generated application.
- b. Western AgCredit may specify additional rules at any time.
- c. Application Procedure
 - i. Complete the Western AgCredit Scholarship Application. A copy of the applicants Official Record Book must accompany the application.
 - ii. All applications must be received by the State FFA Executive Secretary by February 22.
- d. Applicants will be present to be interviewed by a representative of Western AgCredit at the state convention. Western AgCredit may choose to interview all applicants or a select number of applicants to interview based on the written applications.
- e. Recognition – The scholarship award winner will be presented with a check or letter of credit for \$1,000.00 (amount subject to yearly review by Western AgCredit) at a state convention session. Scholarship recipient must be in Official Dress to appear on the stage.

2. Intermountain Farmers Association Scholarship Rules and Application Procedure

- a. In order to be considered for the Intermountain Farmers Association (IFA) Scholarship, applicants must be bona fide FFA members in good standing of the state association must be in their Senior year of high school at the time of applying, and must submit a typed or computer generated application.
- b. Intermountain Farmers Association may specify additional rules at any time.
- c. Application Procedure
 - i. Complete the Intermountain Farmers Association Scholarship Application. A copy of the applicants Official Record Book must accompany the application.
 - ii. All applications must be received by the State FFA Executive Secretary by February 22.

- d. Applicants will be present to be interviewed by a representative of Intermountain Farmers Association at the state convention. IFA may choose to interview all applicants or a select number of applicants to interview based on the written applications.
- e. Recognition – The scholarship award winner will be presented with a check or letter of credit for \$1,000.00 (amount subject to yearly review by IFA) at a state convention session. Scholarship recipient must be in Official Dress to appear on the stage.

National FFA Band, Chorus & Talent

1. **Application Information** – Members wishing to participate in the National FFA Band, the National FFA Chorus or National FFA Talent can obtain information from the Local Program Resource Guide CD-ROM distributed to all chapters by the National FFA Organization. The applications and information are also available on the National FFA Organization Website at ffa.org or from the State Executive Secretary.
2. **Funding** – Subject to yearly funding approval, participants in these three programs are eligible for state winner travel monies. Members who participate are highly encouraged to seek private sponsorship for their travel expenses as well.

Utah State Fair

1. **General Information:**
 - a. Each year every FFA member is invited and encouraged to participate in the Utah State Fair. FFA Advisors are strongly cautioned to obtain and read the Utah State Fair Livestock Handbook and Living Arts Handbook for the current year's rules.
 - b. It must be recognized that the State Fair is the showplace of Utah Agriculture. We in our program are offered an opportunity to show the citizens of our great state and the thousands of guests just what agricultural education/FFA means to our youth.
 - c. There is an activity and an opportunity for every student who is enrolled in agricultural education/FFA. This includes students who have pre-enrolled in agricultural education for the first time. An example of this would be a student who has completed the eighth grade and has indicated that he/she will be enrolled in vocational agriculture as a ninth year student. Seventh and eighth grade students who are members and have completed an agriculture education course are also eligible to exhibit.
2. **Procedure for Entering Exhibits**
 - a. Entry forms for your State Fair exhibits can be obtained from agricultural education instructors, the state fair office, or your county extension office.
 - b. In order to minimize the problems of mislabeling or incomplete samples, all chapter advisors and members are required to enter their own chapter exhibits.
 - c. All entries must have an exhibit number and chapter name on it assigned by the chapter advisor. Be sure the exhibit number for an exhibit brought to the fair by a particular student has the corresponding exhibit number on the entry sheet. This will make the award recording process go much faster.
 - d. Livestock must have the correct ear tag and meet requirements as outlined on the State Stock Show rules.
3. **General Rules**
 - a. Only Utah Students who are presently enrolled or who have indicated they intend to enroll in an agricultural education/FFA program are eligible to exhibit in the FFA division. This includes those out-of-school members who are FFA members.
 - b. All entries must be properly certified by the chapter advisor on the form provided by the State FFA Office.

- c. Only one item per lot may be exhibited, unless otherwise indicated.
 - d. FFA entries will be handled as a part of the State Fair and subject to the general rules of the State Fair and shall be in keeping with the general policies and regulations governing FFA and agricultural education activities and awards. As outlined in the general rules section of this guide.
 - e. Every precaution will be taken to safeguard exhibits, but the State FFA Association will not be responsible for damaged, stolen or lost articles.
 - f. Each exhibit, except livestock, must be accompanied by a properly completed entry tag available at the State Fair Office.
 - g. All members shall be properly chaperoned by advisors, parents, or school officials.
 - h. Removal of exhibits prior to the designated release time will result in forfeiture of premiums to the individual or chapter involved.
 - i. When large numbers of exhibits are entered in one lot and a clear difference is evident, this lot will be sub-divided, subject to division superintendent discretion.
4. **State Fair Sweepstakes**
Each year Sweepstakes awards are given to the chapter with the highest participation and recognition in the areas of Sheep, Beef, Swine, Dairy Cattle, Horticulture/Crops, and Agricultural Mechanics. In addition an overall Sweepstakes award is given. See the Utah State Fair Livestock Handbook for the Sweepstakes selection process.
5. **Barnyard Friends – Utah FFA Association Agricultural Literacy Exhibit**
All FFA Chapters are encouraged to participate in the creation and administration of the FFA Barnyard Friends display. This is the FFA's highest visibility project of the year for the general public and is a great opportunity for our students.
Each year in May/June the State FFA Executive Secretary will call for chapters to sign up to serve ½ day shifts at the display. A parking pass and gate passes for students and advisors to work at the Barnyard Friends Exhibit will be provided for chapters who sign up.
All members working at Barnyard Friends are to be dressed neatly and appropriately to present a professional image to the public. All members must be in an Official FFA Jacket. Members must also wear either white button up shirts or MATCHING chapter or state t-shirts so if jackets need to be removed the members will still be easily identifiable and dressed appropriately.

IV. Chapter Opportunities and Recognition

Superior Chapter Award

1. General Rules

- a. All chapters may receive the Superior Chapter Award.
- b. Any chapter that does not receive the Superior Chapter Award can compete in but can not win a State FFA CDE.
- c. To be eligible to receive the Superior Chapter Award chapters must submit a copy of their Program of Activities for the current year and a completed FFA membership roster by November 30th of the current year.
- d. The latest application form distributed by the National FFA Organization must be used.
- e. The application must be typewritten/computer generated or written neatly in ink.
- f. All required signatures must be present for the application to be accepted.

2. **Application Procedure**

- a. Using the instructions and rules found in *The FFA National Chapter Award Program Handbook 2006-2010* complete the COVER PAGE & FORM I of the National Chapter Award Application provided by the National FFA Organization.
 - b. The completed application must be submitted to the State Executive Secretary postmarked by February 22 of the current year.
3. **Recognition** – Chapters qualifying for the Superior Chapter Award will be recognized with a certificate at the State FFA Convention. Chapter representatives must be in Official Dress to receive the award on the presentation stage.

Chapter Display Contest

1. **General Rules:**

- a. Each chapter is eligible for competition at the state convention.
 - b. The displays must promote at least one of the following areas: agriculture, agricultural education, SAE programs or chapter, state or national FFA activities.
 - c. Displays should be no larger than 8' high x 8' wide. Additional size and space limitations if any will be announced each year by the State Executive Secretary.
 - d. Chapters should inquire in advance about the availability of electrical outlets, tables or other display needs not provided by the chapter itself.
 - e. Display judges will use the *Utah FFA Association Chapter Display Contest Score Card* to judge the displays.
2. **Recognition** – The first through third place winning chapters will be recognized on stage at the state convention with an award certificate. The first place chapter is offered the opportunity to represent the Utah FFA Association in the Hall of States display at the National FFA Convention. Chapters agreeing to do the Hall of State display qualify as state competitors and (subject to yearly funding approval) state winner funds are provided for one chapter member to travel to the National FFA Convention.

Chapter Records Contest

1. **General Rules:**

- a. Chapter Records must be in the possession of the Chapter Records Committee by the beginning of the Chapter Records Committee Meeting of the State FFA Convention in order to be judged.
- b. Chapter Records that do not include all of the following will not be judged: Secretary's Book, Treasurer's Book, and Chapter Scrapbook.
- c. Secretary's Books and Treasurer's Books must be typed, computer generated or printed neatly in ink to be considered.
- d. The Chapter Scrapbook must include areas representing all three Program of Activities Divisions and at least two Quality Standards from each Division.
- e. A minimum of 10 news paper clippings, covering activities held during the 12 month period of the past year must be included.
- f. All work, pictures, clippings, etc., must represent work done during the 12 month period of the past year.
- g. The Official Utah FFA Chapter Records Check Sheet will be used by the Chapter Records Committee to determine if the records meet the minimum standards.
- h. All Chapter Scrapbooks approved by the Chapter Records Committee using the Chapter Records Check Sheet will be displayed during convention sessions.
- i. The first, second and third place Scrapbook will be chosen by popular vote of the chapters attending State Convention. Each chapter will receive one vote.

2. **Recognition** – The first, second and third place chapters will be recognized on the convention stage with award certificates. All chapter representatives must be in Official Dress to be recognized on the presentation stage.

Five Star Chapter Award

1. **Qualifications** – To receive the Five Star Chapter Award a chapter must:
 - a. Complete Roster and submit to State Executive Secretary by Nov 30
 - b. Complete and submit to State Executive Secretary by Nov 30 a Program of Activities which includes at least a list of activities for the year with tentative dates and at least three goals per activity.
 - c. Complete and submit to State Executive Secretary the Superior Chapter Award by Feb 22.
 - d. Chapter conduct and/or attend at least 10 activities per year.
 - e. Three separate chapter members each apply for at least one Proficiency Award at the Area level.
 - f. Chapter teams/individuals compete in at least three State Career Development Events.
 - g. At least one member receive the State FFA Degree.
 - h. 1 member accepted by the Utah FFA Association as a candidate for the American FFA Degree.
 - i. Chapter attends State Convention
 - j. Has Chapter Officer Team
 - k. Chapter representatives attend Chapter Officer Leadership Training (C.O.L.T.) or conducts chapter officer training.
 - l. Chapter submit Secretaries Book, Treasurer's Book and Scrapbook, meeting currently set minimum qualifications, at State Convention to the Chapter Records Committee.
 - m. At least one delegate from the chapter attend the State Convention Delegate Business Session.
2. **Application Process** – The State FFA Executive Secretary or State FFA Officer in charge will certify the chapters meeting the qualifications and notify each recipient chapter at the State FFA Convention.
3. **Recognition** – Each qualifying chapter will receive a certificate and a cash award. The amount of the cash award is subject to sponsorship and the number of chapters qualifying for the Five Star Chapter Award. Each chapter should have a representative in Official Dress prepared to receive the check and certificate on stage at the state convention.

National Chapter Award

1. **General Rules**
 - a. All chapters that received the Superior Chapter Award may apply for the National Chapter Award.
 - b. The latest application form distributed by the National FFA Organization must be used.
 - c. The application must be typewritten or computer generated.
 - d. The State Executive Secretary will select the judge(s) each year.
 - e. The number of applications equal to 10% of the number of chapters in the Association may be ranked GOLD and submitted for national judging.
 - f. All GOLD ranked chapters are state winners.
2. **Application Procedure**
 - a. Using the instructions and rules found in *The FFA National Chapter Award Program*

- Handbook 2006-2010* complete the COVER PAGE, FORM I and FORM II of the National Chapter Award Application provided by the National FFA Organization.
- b. The completed application must be submitted to the State Executive Secretary postmarked by **May 15** of the current year.
 - c. **Chapters wanting to be considered as a potential National Finalist for Models of Innovation must submit Form III with the application to the State Executive Secretary.**
- 3. Recognition** – Chapters receiving the GOLD ranking will be submitted for competition to the National FFA Organization. Each chapter receives a multi-year plaque with an engraved spur from the National FFA Organization. On the national level, judges rate the chapters as Three-Star Gold, Two-Star Gold or One-Star Gold. The National FFA Organization also recognizes the top chapters in each of the three divisions: Student, Chapter and Community Development. The top ten chapters in each division receive a Model of Innovation award plaque. A national winner is picked in each of the three divisions.

V. FFA Partner Opportunities and Recognition

Honorary Service Awards

1. **Blue & Gold Service Award Qualifications and Nomination Procedure**
 - a. The Blue & Gold Service Award honors those individuals or organizations that have been of service to the Utah FFA Association as a whole not to single chapters. Chapters or advisor organizations are asked to nominate organizations or individuals who have made a noteworthy one time service or have been of service to the association for less than 3-5 years.
 - b. Prior to receiving the Blue & Gold Award it is recommended that recipients receive the Honorary State FFA Degree.
 - c. Nominating/Application Procedure :
 - i. Complete the Blue & Gold Award Nomination/Application Form
 - ii. Submit the completed application to the State Executive Secretary by February 22.
 - d. Recognition – All Blue & Gold Service Award recipients will be presented with a commemorative plaque or pin at the state convention. Recipients should be advised that business attire is appropriate for the presentation on the state convention stage.
2. **Distinguished Service Award Qualifications and Nomination Procedure**
 - a. The Distinguished Service Award is the highest award presented to an organization, agency, business, industry or individual by the Utah FFA Association. Chapters or advisor organizations are asked to nominate organizations or individuals for extended years of outstanding contributions made to the Utah FFA Association as a whole, not contributions made to a single chapter.
 - b. Prior to receiving the Distinguished Service Award it is recommended that recipients receive the Honorary State FFA Degree and/or the Blue & Gold Service Award.
 - c. Nominating/Application Procedure:
 - i. Complete the Distinguished Service Award Nomination/Application Form
 - ii. Submit the completed application to the State Executive Secretary BY February 22.
 - d. Recognition – All Distinguished Service Award recipients will be presented with a commemorative plaque or pin at the state convention. Recipients should be advised that business attire is appropriate for the presentation on the state convention stage.

3. **Honorary State FFA Degree**
(See Honorary Degrees of Membership section in this guide pg. 8)

Leadership in Agriculture Awards

1. **General Information** – The Utah FFA Association Leadership in Agriculture Awards are given in cooperation with some of Utah’s agricultural organizations. The Leadership in Agriculture Awards are presented to a member of one of these organizations who has shown leadership and service to the Utah FFA on either a local or state level.
2. **Nominations** – Chapters may nominate a member of each group that the Utah FFA Association cooperates with. Nominations will be called for each year approximately one month prior to the group’s convention. The awards are generally presented at the group’s yearly convention.
3. **Cooperating Organizations/Awards** – Members of the following groups can be nominated by any chapter, or the state executive committee, for the specified Leadership in Agriculture Award on approximately the following dates:
 - a. **Utah FFA Association Cooperator of the Year Award** – nominee must be a member of a Utah cooperative. The award is presented at the annual Utah Council of Farmer Cooperatives Convention generally held in mid October. Applications will be due in early October.
 - b. **Utah FFA Association Farm Bureau Member of the Year Award** – nominee must be a member of the Utah Farm Bureau Federation. The award is presented at their annual State Convention generally held in mid November. Applications will be due in early November.
 - c. **Utah FFA Association Cattleman of the Year Award** – nominee must be a member of the Utah Cattlemen’s Association. The award is presented at the annual Utah Cattlemen’s Association Convention generally held in early December. Applications will be due in late November.
4. **Application Procedure** – Chapters wishing to nominate members of their community who are members of these groups and have been of assistance to the FFA on a local or state level should look for announcements of the various conventions and requests for applications by the State FFA Executive Secretary in state correspondence.
 - a. Complete the Leadership in Agriculture Award Application
 - b. The application can be faxed, emailed or sent regular mail to the State Executive Secretary by the published deadline.
 - c. The applications will be judged by the State Executive Committee or a judge appointed by the committee.
5. **Recognition** – The recipient will be presented with a plaque at the organizations meeting/convention. The chapter making the nomination is encouraged but not required to be present to make the presentation.

VI. Career Development Events

Who May Participate

Only bona fide FFA members may participate in Career Development Events organized by the Utah FFA Association. A student is a bona fide FFA member when they meet the eligibility requirements outlined in, General Guidelines and Definitions section.

General Rules:

1. For all Career Development Events sanctioned by the National FFA Organization the Utah

FFA Association will conform as closely as possible to the rules and regulations in the Career Development Events Handbook published by the National FFA Organization for the current year. Specific exceptions or additions to this rule are listed below in Section 3: Exceptions/Additions to National CDE Rules.

2. Chapters not receiving the Superior Chapter Award at the State FFA Convention of the current year shall be eligible to compete in but not win a State FFA Career Development Event.
3. All contestants must be bona fide FFA members in good standing. Contestants must be in grades 9-12 during the school year in which they are competing. Graduated seniors may compete in State CDE's through August 31 of the year in which they graduated.
4. No member shall compete in any State Career Development Event if that member has been a contestant in the same event at a national level or won the state event previously. Alternates that did not judge on the previous state winning team or participate on the previous national team are not considered as having previously participated and are therefore eligible.

5. The Official FFA Jacket, zipped to the top, shall be worn at all times during State Career Development Events unless the specific contest requires special clothing/uniforms (e.g. agricultural mechanics event). Specific events may require full Official Dress and scoring will be affected by team members not in full Official Dress (check the specific event rules). Official Dress is strongly encouraged for all team members competing in State Career Development Events. Any chapter with a competing team member not in an Official FFA Jacket will be allowed to participate but will not be ranked or scored.
6. Only one event team from each chapter, per State Career Development Event, will be allowed with the following exceptions: Range, Land and Agronomy. In these events the team competing for the state win must be declared prior to the start of the event. Those duplicate teams from a chapter are competing for a learning opportunity only and will not be ranked.
7. Team members from the same chapter will be divided into groups so that no two contestants from the same chapter will be together during the event. If two team members from the same chapter are found in the same group the team will be disqualified.
8. Any communication between contestants during an event will be sufficient cause to eliminate the members involved from the contest. The disqualified contest members cards and score sheets will be confiscated by the event officials. The remaining team members will be allowed to compete but can not use the disqualified contestants scores.
9. Any competitive assistance given to a team member from any source (verbal, written, electronic, etc.) during an event will be sufficient cause to eliminate the team from the contest.
10. Contestants are urged to bring and use clipboards during events to facilitate the holding of placing and grading cards. The clipboards are to be clean and free of markings. A few sheets of blank paper will also be permitted for taking notes and recording the contestants' placing; however, these sheets will not be allowed when giving reasons. PLEASE CHECK THE RULES, CLIPBOARDS ARE NOT ALLOWED IN ALL CAREER DEVELOPMENT EVENTS. Contestants should also bring writing utensils. Contestants may use calculators to tabulate scores. Programmable calculators must be shown to an event official to verify that the memories have been erased. No other materials are allowed.
11. Chapters participating in State Career Development Events will not practice on the hosting campus within 30 days prior to the event.
12. The individual State Career Development Event Committees will score the events and rank the teams/individuals as Gold, Silver or Bronze as well as determine the winners. ALL AWARDS ARE FINAL any protests must be made to the specific State Career Development Event Committee before the placing is announced.
13. The advisor to the state winning CDE team of the previous year shall serve as the event chairperson of the current year's state event. If the advisor is unable to fulfill this assignment, the second place advisor shall and so on down the team rankings.
14. Advisors who do not fulfill their State Career Development Event Committee assignments will automatically disqualify their teams from state competition. Hardship cases or emergency excuses will be considered by the individual event committees.
15. Chapters selected to represent our association shall consist of the high team as determined at the State Career Development Event. The first place team will represent Utah at the National Career Development Events. If the first place team can not attend, the advisor must notify the State Executive Secretary as soon as possible. The replacement will be the next highest scoring chapter in the event.
16. The Career Development Event organizer (generally the State FFA Executive Secretary) will determine the event entry/registration fees on a yearly basis in order to meet cost increases or decreases. Teams registering late for State Career Development Events will be allowed to participate if possible, but they will be charged a double registration fee.

17. If more than 50% of the original winning team has to be replaced then the next highest ranking team will be declared the state representative to the National competition.

Recognition

The winning team of the State Career Development Event will receive a plaque and represent the association at the National FFA Career Development Event.

The top three individuals will be awarded high individual pins. All other qualifying teams will be ranked Gold, Silver or Bronze.

Subject to yearly funding, travel monies will be available to the winning team to compete at the National Career Development Event.

Exceptions/Additions to National CDE Rules

1. **Agricultural Mechanics** – The event host and/or chairperson may waive the requirement for the Official FFA jacket during all or portions of the event where safety or cleanliness interferes.
2. **Agricultural Sales** – Each competitor not in Official Dress (see Utah FFA Association Code of Ethics for definition) will be docked 25 pts from their total score.
3. **Agronomy** – Each chapter may enter multiple teams in this contest. One team from each chapter must be designated the Official State Event Team before the contest begins. Teams in the contest that are not designated as Official State Contest Teams will be scored as alternates and will not be ranked for the purposes of the State FFA Association.
4. **Creed Speaking**
 - a. Participants must be in grades 7-10.
 - b. Chapters may submit two contestants unranked to the Area Creed CDE.
 - c. Areas may submit two contestants unranked to the State Creed CDE.
 - d. At least one of the two Area winners submitted for state competition must be eligible to compete in the National Creed CDE (must be an eligible member in grades 7-9).
 - e. Any contestant not in full Official Dress (see Utah FFA Code of Ethics for definition) shall automatically score a 0 on the Stage Presence *Personal Appearance section of the score card.
 - f. The Creed Speaking CDE winner will receive a plaque and a check for \$100.00. Second place will receive a plaque and a check for \$75.00. Third will receive a plaque and a check for \$50.00. All cash awards and plaques subject to sponsorship. Winners must be in Official Dress to receive awards on the stage.
 - g. The highest ranking eligible (grades 7-9) winner will represent Utah at the National competition.
5. **Extemporaneous Public Speaking Career Development Event**
 - a. Each chapter may enter one contestant into the Area CDE.
 - b. Each Area may enter one winning contestant into the State CDE.
 - c. Any contestant not in full Official Dress (see Utah FFA Code of Ethics for definition) shall automatically receive a 50 pt deduction on the Stage Presence *Personal Appearance section of the score card.
 - d. Topics for the State Extemporaneous Public Speaking Contest will be prepared by the State FFA Advisor/State FFA Executive Secretary and State FFA Officer over the event. Topics will not be released in advance. Area Chairpersons will receive the Area Event topics in a sealed envelope included in the Area Chairpersons packet so that all Areas use the same topics. The State contests topics will be different from those used at Area.

- e. The first place Extemporaneous Public Speaker will receive a plaque and a cash award of \$100.00 and will represent Utah at the National FFA CDE. Second place will receive a plaque and a check for \$75.00. Third place will receive a plaque and a check for \$50.00. All plaques and cash awards are subject to sponsorship being obtained.
6. **Farm Business Management-** Each competitor not in Official Dress (see Utah FFA Association Code of Ethics for definition) will be docked 25 pts from their total score.
7. **Land/Soils Evaluation**
- a. Each chapter may enter multiple teams in this contest. One team from each chapter must be designated the Official State Contest Team before the contest begins. Teams in the event that are not designated as Official State Event Teams will be scored as alternates and will not be ranked for the purposes of the State FFA Association.
 - b. As no national event is sanctioned by the National FFA Organization, state travel monies are not available for travel for the winners of this event.
8. **Parliamentary Procedure**
- a. All contestants shall be sequestered in the ready room until time for them to compete. No one other than contest officials will be allowed into the ready room except for emergencies. Contestants will not be allowed to leave the ready room unescorted by a contest official for any reason other than emergencies.
 - b. Each chapter may send one team to compete in the Area Parliamentary Procedure Event.
 - c. Each Area may send one team to the State Parliamentary Procedure Event.
 - d. Each Area must select a current Utah FFA Advisor to serve as a judge for the State Parliamentary Procedure CDE. The Area may not select the advisor of the area's winning team to serve as the judge. Exceptions to this rule must be approved by the Parliamentary Procedure CDE Executive Committee. The Executive Committee consists of the current year CDE Chair and the current year selected judges from each area.
 - e. The Event Chairperson shall call the officials/judges together before the event begins to assign the ten advisors to positions as demonstration judges, test correction judges, minutes judges.
 - f. Deductions of 25 points per team member (maximum of 50 pts deducted) will be made for any team member not in Official Dress (See Utah FFA Code of Ethics for definition) from the Team's General Effect - *Team's voice, poise, expression and appearance Section of the score card.
 - g. The first place team will receive a plaque and a check for \$100 and represent the Utah Association at the National Parliamentary Procedure Event. The second and third place teams will receive plaques. All cash awards and plaques are subject to sponsorship being obtained.
9. **Prepared Public Speaking**
- a. Each chapter may enter one competitor into the Area CDE.
 - b. Each Area may enter one competitor into the State CDE.
 - c. Each participant must submit five (5) copies of his/her speech (with bibliography) within 30 days of the State FFA Convention to the State FFA Executive Secretary. The manuscript will conform to the rules in the National CDE Handbook.
 - d. Any contestant not in full Official Dress (see Utah FFA Code of Ethics for definition) shall automatically receive a 50 pt deduction on the Stage Presence *Personal Appearance section of the scorecard.

- e. The first place winner will receive a plaque and a cash award of \$100.00 and will represent Utah at the National FFA CDE. Second place will receive a plaque and a check for \$75.00. Third place will receive a plaque and a check for \$50.00. All plaques and cash awards are subject to sponsorship being obtained.

10. Range Evaluation

- a. Each chapter may enter multiple teams in this contest. One team from each chapter must be designated the Official State Contest Team before the contest begins. Teams in the event that are not designated as Official State Event Teams will be scored as alternates and will not be ranked for the purposes of the State FFA Association.
- b. As no national event is sanctioned by the National FFA Organization state travel monies are not available for travel for the winners of this event.

11. Environmental and Natural Resources

- a. Only four members of the state winning team will be eligible to compete in the National CDE. The fifth member of the Envirothon team is not eligible to compete in future State Environmental and Natural Resources competitions.

Location Tables for State CDE Activities

1. Location Table Alphabetically by CDE (Information purposes only)

#	State CDE Name	Location of State Event
1	Agricultural Communications	Utah State University
2	Agricultural Issues Forum	Utah State University
3	Agricultural Mechanics	Utah State University
4	Agricultural Sales	Utah State University
5	Agronomy	Snow College Field Day
6	Creed Speaking	State FFA Convention
7	Dairy Cattle Evaluation	Utah State University
8	Dairy Foods	Utah State University
9	Environmental and Natural Resources	Utah Envirothon
10	Extemporaneous Public Speaking	State FFA Convention
11	Farm Business Management	Utah State University
12	Floriculture	Utah State University
13	Food Science and Technology	Utah State University
14	Horse Evaluation	Utah State University
15	Job Interview	State FFA Convention
16	Land/Soils Judging*	Snow College Field Day
17	Livestock Evaluation	Utah State University
18	Meats Evaluation and Technology	Utah State University
19	Nursery/Landscape	Utah State University
20	Parliamentary Procedure	State FFA Convention
21	Poultry Evaluation	Utah State University
22	Prepared Public Speaking	State FFA Convention
23	Range Evaluation*	Snow College Field Day

* Land/Soils Judging and Range Evaluation are considered State Career Development Events but are not recognized or run by the National FFA Organization.

2. Locations Listed by Host Site (Information purposes only)

- a. Snow College Field Day (held annually in October) shall serve as the host for the following State FFA Career Development Events:

Agronomy	Range Evaluation
Land/Soils Judging	

- b. State FFA Convention (held annually in March) shall serve as the host for the following State FFA Career Development Events:

Creed Speaking	Parliamentary Procedure
Extemporaneous Public Speaking	Prepared Public Speaking
Job Interview	

- c. State FFA Career Development Event (held annually at Utah State University) shall serve as the host for the following Career Development Events:

Agricultural Communications	Floriculture
Agricultural Issues Forum	Food Science and Technology
Agricultural Mechanics	Horse Evaluation
Agricultural Sales	Livestock Evaluation
Dairy Cattle Evaluation	Meats Evaluation and Technology
Dairy Foods	Nursery/Landscape
Farm Business Management	Poultry Evaluation

- d. The Utah Envirothon (held annually in May) shall serve as the host for the following State FFA Career Development Event:

Environmental and Natural Resources	
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State Career Development Event Sweepstakes Award

1. General Rules:

- a. The following State Career Development Events are eligible for sweepstakes points:

Agricultural Communications	Food Science and Technology
Agricultural Issues Forum	Horse Evaluation
Agricultural Mechanics	Job Interview
Agricultural Sales	Land/Soils Judging
Agronomy	Livestock Evaluation
Creed Speaking	Meats Evaluation and Technology
Dairy Cattle Evaluation	Nursery/ Landscape
Dairy Foods	Parliamentary Procedure
Environmental and Natural Resources	Poultry Evaluation
Extemporaneous Public Speaking	Prepared Public Speaking
Farm Business Management	Range Evaluation
Floriculture	

- b. All chapters that enter a complete contest team/individual will earn two (2) points.

- c. The top ten teams in each of the team events will receive points according to the following schedule:

1 st Place – 10 pts	6 th Place – 5 pts
2 nd Place – 9 pts	7 th Place – 4 pts
3 rd Place – 8 pts	8 th Place – 3 pts
4 th Place – 7 pts	9 th Place – 2 pts
5 th Place – 6 pts	10 th Place – 1 pt

- d. The top five (5) individuals in the team events will receive points according to the following schedule:

1 st Place – 3.0 pts	4 th Place – 1.5 pts
2 nd Place – 2.5 pts	5 th Place – 1.0 pts
3 rd Place – 2.0 pts	

- e. The individual events will be scored on the same points schedule as the team events but will not receive top individual points.
- f. The Sweepstakes Contest will include all CDE's conducted in a single competitive cycle.
2. **Recognition** - The winning chapter will receive a traveling plaque to be displayed in their chapter for one year. The chapter will have its name engraved on the plaque. Any chapter winning the contest three years running will receive a special plaque for outstanding achievement. Plaques will be awarded at the State Career Development Events Awards Assembly held at the conclusion of the Career Development Events.

VII. Area Contests

General Rules & Guidelines

- Area contests shall be held under the direction of the agriculture education teacher who is serving as the Area Chairperson for the current year. At least one State FFA Officer should be present.
- The Area Chairperson shall make a written report of the area contest, on the Area Contest Report Form to the Utah State FFA Advisor by February 15 of the current year, indicating all area winners/candidates in each of the following categories:

American FFA Degree Candidates	State Star Farmer
Creed Speaking	State Star in Agribusiness
Extemporaneous Public Speaking	State Star in Agricultural Placement
Parliamentary Procedure	State Star in Agriscience
Prepared Public Speaking	State Star Greenhand in Production
Proficiency Award Categories	State Star Greenhand in Agribusiness
State FFA Degree Candidates	State Star Greenhand in Agricultural Placement
	State Star Greenhand in Agriscience

- Area contests will include the selection of one Area proficiency award winner per category (categories determined on a yearly basis by the National FFA Organization). All applications must be complete in every respect when submitted to the State FFA Advisor. Any applications not fully completed may be summarily disqualified. The Area Chairperson is responsible for sending winning applications to the State FFA Advisor to arrive by February 15.

4. Each Area may submit two State Star Candidates in each of the four star categories: Farmer (production), Agribusiness, Agricultural Placement and Agriscience. The candidates are submitted for state judging unranked. Completed applications and the applicant's record book to be included with the Area Contest results sent to the State FFA Advisor by February 15.
5. Each Chapter may submit one State Star Greenhand Candidate in each of the four star categories: Production, Agribusiness, Agricultural Placement and Agriscience. Completed applications and the applicant's record book to be included with the Area Contest results sent to the State FFA Advisor by February 15.
6. Each Area may submit one Prepared Public Speaker for state competition. Winners name to be submitted in the Area Contest Report Form. Five (5) copies of the speech should be submitted by February 15 to the State FFA Advisor.
7. Each area may submit one Extemporaneous Public Speaker for state competition. Winner's name to be submitted in the Area Contest Report Form by February 15.
8. Each Chapter may submit two qualified Creed Speaking Winners unranked for Area competition. Each Area may submit two qualified Creed Speaking Winners unranked for state competition. Area winners' names to be submitted in the Area Contest Report Form by February 15.
9. Each Area may submit one Parliamentary Procedure team for state competition. Winning Team's chapter and member name's to be submitted in the Area Contest Report Form by February 15.
10. All Area information and applications should be delivered to the State FFA Advisor, at the Utah State Office of education, prior to the deadline.

VIII. State FFA Convention

General Rules and Guidelines

1. **Dress & Conduct** - FFA members should wear official dress to all sessions of the State Convention. Participants not in official dress will not receive awards or recognition during the convention session. The award will be mailed to the recipient after the convention. See Code of Ethics for definition of Official Dress. Hats are not appropriate for convention dress. Conduct should be in accordance with the National FFA and the Utah FFA Code of Ethics.
2. **Events and Awards List** – The following is a list of activities to be conducted at the annual State FFA Convention. For information about each activity, please refer to the appropriate section in this guide.

- a. The following State FFA Career Development Events will be conducted and results announced:

Creed Speaking	Parliamentary Procedure
Extemporaneous Public Speaking	Prepared Public Speaking
Job Interview	

- b. Awards and recognition shall be given to students for the following:

American FFA Degree	State Star Awards
Intermountain Farmers Association Scholarship	State Star Greenhand Awards
State FFA Degree	Western AgCredit Scholarship
State Proficiency Awards	

- c. Awards and recognition shall be given to FFA Partners for the following:

Blue and Gold Service Award	Honorary State FFA Degree
Distinguished Service Award	

- d. Awards and recognition shall be given to chapters for the following:

Chapter Display	Five Star Chapter Award
Chapter Records	Superior Chapter Award

- e. State FFA Officer Selection shall take place
 f. Official delegate business shall be conducted

3. **Official Delegates** - Each chapter will provide two official delegates to represent its membership during the business sessions of the Utah FFA Association. These delegates will be the only representatives of the chapter allowed to debate, present motions and vote. In addition each of the delegates will be assigned to a committee by the Executive Committee.
- Delegates must be in Official Dress to be recognized.
 - The standing committees of the Utah FFA Association shall include but not be limited to: Auditing, Chapter Records, Courtesy Corp, and Nominating.
4. **Courtesy Corp** - Each chapter will provide at least one Courtesy Corp member to serve at the State Convention under the direction of the State FFA Sentinel.
5. **Nominating Committee** - The State Officer Nominating Committee will meet to select the new State FFA Officers.

State Convention Talent & Entertainment

- Qualifications** - Talent & Entertainment entrants will be reviewed and selected by the State FFA Officer in charge. Appropriate acts will be selected to fill the time available at the state convention. The greatest amount of variety and entertainment value will be sought.
- Application Process** - Entries must be submitted on the State Convention Talent & Entertainment Application Form to the State FFA Executive Secretary by February 22 for consideration.

IX. State & National FFA Officer Opportunities

State FFA Officer Nominating Committee

- Qualifications** - The State Officer Nominating Committee is made up of bona fide FFA members in good standing for the current year. If possible, the committee will consist of at least one member from each area. Nominating committee members must be chosen from chapters that do not have candidates.
- Selection Process** - State Officers will select a nominating committee member from each area. Nominating Committee Candidates can be nominated by application, teacher recommendation, state officer recommendation, etc. When an Area does not submit a candidate, the State FFA President will make a personal contact to a selected candidate, after clearing the member with their chapter advisor, inviting them to serve on the nominating committee. The selection process will be completed when the nominating committee member signs and submits the commitment form.
- Adult Coordinator**- The State Executive Committee is encouraged to use the same Nominating Committee Adult Coordinator for a three-year term. Use of a Nominating

Committee Vice Adult Coordinator is encouraged to provide training for future Adult Coordinators

State FFA Officer Candidates

1. General Rules

- a. Each chapter may present one bona fide FFA member in good standing as a candidate for State FFA Officer.
- b. Candidates must hold the State FFA Degree prior to being elected. Candidates can receive the State FFA Degree at the convention at which they are running for office.
- c. Potential candidates should carefully review the State Officer Commitment form before deciding to apply.
- d. All State Officer Applications must be typed or computer generated and received by the State FFA Executive Secretary on or before February 1.
- e. Absolutely no late applications will be accepted. Faxed copies will not be accepted.
- f. All signatures must be in place for the application to be considered.

2. Application Process

- a. Complete the Utah FFA Association State Officer Application and return to the State Executive Secretary by February 1 of the current year.
- b. The application must include all of the following in the order stated:
 - i. Utah FFA Association State Officer Application
 - ii. Utah FFA Association State Officer Commitment Form
 - iii. Officer Candidate Essay Question (essay question distributed Dec. 1.)
- c. Materials for the Essay Question will be distributed by the State FFA Executive Secretary on or before December 1 of the current year. The information can be obtained from the chapter advisor, state executive secretary or from the Utah FFA Association Website.

3. State Officer Candidate Selection Process

- a. No pre-sift of officer candidates will be performed prior to convention. The nominating committee has the right to sift candidates at any point during the interview process. (advisory board minutes 8/5/03)
- b. The nominating committee shall use the evaluation sheets provided with the state officer candidate application as a guideline for selection of the State FFA Officers.

National FFA Officer Candidate

1. General Rules

- a. Applicants must meet all qualifications contained in the National Constitution and Bylaws Article IX. National Officers and Procedures for Election (Official Manual Current Version).
- b. The selection process will follow the National FFA Organization selection process as closely as allowed by time and resources. Candidates should expect:
 - i. a written test of FFA knowledge and history
 - ii. a complete review of their written application,
 - iii. an interview(s) before a selection committee,
 - iv. to present a prepared presentation.
- c. The National FFA Officer Candidate Selection Committee will consist of the following six individuals:
 - i. Non Voting Chairperson - Currently Serving UVATA President or a replacement designated by him/her.

- ii. Two FFA participants (FFA advisors, past advisors, past state officers, collegiate FFA members, ASTE staff etc.).
- iii. Two persons not generally from the FFA community (business leaders, community leaders, school leaders, etc.).

2. Application Procedure:

- a. Submit a letter or memo stating your intent to run for National FFA Office to the State FFA Executive Secretary postmarked by the deadline published for the current year (approximately May 1).
 - b. Obtain current National FFA Officer Application forms and information. Application forms available on the National FFA Home page or from the Executive Secretary.
 - c. Hold the American FFA Degree or be receiving it at the upcoming National FFA Convention.
 - d. Complete the National FFA Officer Application and submit it to the State FFA Executive Secretary postmarked by the deadline published for the current year (approximately May 15).
 - e. Applicants will be provided with preparation instructions and notified of the date for the National FFA Officer Candidate Selection Committee meeting. The selection committee will meet as soon as possible (late May or early June).
3. **Recognition** - The Utah National FFA Officer Candidate will receive monetary support for travel to the National FFA Convention in the amount set each year by the State Executive Committee. (Subject to yearly funding).

X. Supporting Documents and Award Applications

Applications

Note: Applications for many Utah FFA Association awards, reports, and recognition are available electronically from the State Executive Secretary and automatically emailed to all Utah Agricultural Educators prior to their due date each year. In addition to the emailed information, electronic copies of this information are available on the Utah FFA Association Website, and directly upon request from the Executive Secretary. As most applications must be computer generated or typewritten, the electronic copies are much more user-friendly.

List of Available State Applications

- 1. Area Contest Report Form
- 2. Blue & Gold Service Award Application
- 3. Chapter Records Check Sheet
- 4. Distinguished Service Award Application
- 5. Five Star Chapter Award Application
- 6. Honorary State FFA Degree Application
- 7. Intermountain Farmers Association Scholarship Application
- 8. Leadership in Agriculture Award Application
- 9. State Convention Talent & Entertainment Application Form
- 10. State FFA Officer Application Packet
- 11. State FFA Nominating Committee Application Packet
- 12. State FFA Degree Application
- 13. Star State Greenhand Application
- 14. Western Ag Credit Scholarship Application

XI. Utah FFA Application Deadline / Action Table

<u>Date</u>	<u>Item Due</u>	<u>Action Taken</u>	<u>Address to:</u>
Nov. 30	Initial Chapter Roster	E-mailed	State Exec. Secretary
Nov. 30	Chapter Program of Activities	Postmarked Or E-mailed	State Exec. Secretary
Dec. 1	State Officer Candidate Packet	Released	Agriculture Teachers
Area Contests (dates vary)	- Proficiency Awards - State FFA Degrees - American Degrees - State Star candidates - State Star Greenhands	must be submitted for area judging / approval	Area Chairman
Feb. 1	State Officer Candidate Application	received by	State Exec. Secretary
Feb. 1	Nominating Committee Applications	received by	State Exec. Secretary
30 days before convention	Any proposed constitutional amendments to be considered by delegates at State Convention	received by	State Exec. Secretary
Feb. 22	Area approved State FFA Degrees	received by	State Advisor
Feb. 22	Area approved American FFA Degrees (with record books)	received by	State Advisor
Feb. 22	Area State Star Award applications (with record books)	received by	State Advisor
Feb. 22	Star State Greenhand Applications (with record books)	received by	State Advisor
Feb. 22	Area Winning Proficiency Award Applications	received by	State Advisor
Feb. 22	Area Chair Reports	received by	State Advisor
Feb. 22	Superior Chapter Applications (Form I of National Chapter Application)	received by	State Exec. Secretary
Feb. 22	Blue & Gold Service, Distinguished Service, and Honorary State FFA Degree Nominations	received by	State Exec. Secretary
Feb. 22	Western AgCredit IFA Scholarship Applications	received by	State Exec. Secretary
Feb. 22	State Convention Talent Applications	received by	State Exec. Secretary
Feb. 22	Agriscience Fair Application	Postmarked	State Exec. Secretary
Feb. 22	Agriscience Student of the Year App.	Postmarked	State Exec. Secretary
Feb. 22	Agriscience Teacher of the Year App.	Postmarked	State Exec. Secretary
Feb. 22	AgriEntrepreneurship Award Application	Postmarked	State Exec. Secretary
Feb. 22	Food for America Application	Postmarked	State Exec. Secretary
March 1	Job Interview CDE Packets	Postmarked	State Exec. Secretary
March 24	Five Star Chapter Award Application	Postmarked	State Exec. Secretary
April 10	Final National FFA Rosters	received by	State Exec. Secretary
May 15	National Officer Application	received by	State Exec. Secretary
May 15	National Chapter Award	postmarked	State Exec. Secretary