

2023-25

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

UPDATED OCTOBER 2022

INTRODUCTION

Following the 2022 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. Also in April of 2019 the State FFA Delegates approved some changes to the MO FFA Constitution and these updates are reflected in this handbook.

State Degree revision Committee work occurred in the spring and summer of 2022 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 2022-23 school year. The application and handbook were made available on the Missouri FFA web site: <https://missouriffa.org/>

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.

2022 State Degree
Selection Committee

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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 or a participating member of a chapter committee.
 - c. Participating in at least 5 activities above the chapter level.
 - d. Participation in leadership positions outside the FFA.
 - e. Meet the minimum FFA Point Score as stated in the State Degree Handbook.
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.
8. The Missouri Association shall be entitled to elect as 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.

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

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 10% (with fractions rounded to the nearest whole number) of the paid-up membership on record in the state office.
- 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 qualifying score as stated in the State Degree Handbook. The qualifying score should only be changed during State FFA Handbook revisions, every three years. Candidates must receive a majority vote of the delegates present at a State Convention in order to receive the degree.

MINIMUM QUALIFYING SCORE

The 2022 State Degree Committee has set the minimum qualifying score at 550 total points, with a minimum of 150 FFA leadership points on the State FFA Degree Application.

Applicable to Convention years 2023, 2024 and 2025.

B. 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 and/or the AFNR Performance Standards for Agriculturally Related.**
 - 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 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, for the **SAE 1 Page**.

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. **Starting in 2020, are the SAE 3 and SAE 4 Application pages.** These are designed for the member to describe the different Placement Type of SAE's, Paid and/or Unpaid Placement, Exchange of Labor, Paid and/or Unpaid Agriscience.
 - a. The descriptions should be detailed enough for the screening committee (outside reviewer) to understand what the SAE is and how it is "**agriculturally related**".
 - b. The National Proficiency Award Descriptions and the AFNR Performance Standards will be used to determine if project is agriculturally related. Info can be found at this site: <http://www.theaet.com/intro/afnr.aspx> or <https://www.ffa.org/participate/awards/proficiencies/>
 - c. The agricultural pathways can include the Career Ready Practices, but if the SAE only has these standards, it does not meet the "agriculturally related" measure.

B. Local Advisor Responsibilities & Guidelines (continued)

Example Descriptions on the SAE 3 and/or SAE 4 Placement Pages.

	A	B	C	D	E	F
12						
13	Describe - Placement (paid/unpaid, Exchange of Labor, & Agriscience (paid/unpaid) for hours claimed on SAE 2- (If Applicable)					
14		AFNR Pathway	Placement Type	Hours	Employer/ Project Name	Responsibilities or Description (detailed enough for reviewer to understand what the placement is and how it is agriculturally related) (250 character maximum)
15	YEAR 1					
16		Food Science	Placement - Paid	500	HyVee	Worked at a local Hy-Vee in various departments, such as central, meats, and dairy. Performed tasks through packaging, placing, and selling food products to consumers. Helped maintain a sanitary environment by cleaning and restocking products when needed.
17		Plant Science/Horticulture	Placement - Paid	250	Copper Kettle	I worked for a small restaurant that prepares made to order food. I prepared meals and dined buffet food each Sunday. I made monthly schedules for all shifts and trained new employees
18		Plant Science/Horticulture	Agriscience - Paid	50	University of MO - Research Assistant	I worked through the Freshman Research in Plant Sciences Program. I work under the direction of Dr. Antje Heese. I make Agar plates, sterilize and plant seeds, transplant and collect seeds. I extract genomic DNA and genotypes. I perform cleaved amplified polymorphic sequences. I quantify and image callaose levels with aniline blue staining and then measure protein levels with immunoblot analysis.
19		Plant Science/Horticulture	Agriscience - Unpaid	65	Agriscience Research Project	I studied the effect of synthetic auxin levels on the development of roots from stem cuttings of chrysanthemums.
20		Animal Science	Placement - Unpaid	30	ABC Ranch	I work at a ranch with different types of animals. We have veterinarians out each month. While there I have been able to observe and assist with blood draws, lame animals being examined and medicine being administered IM, IV, and SubQ.
21		Animal Science	Exchange of Labor	425	Dietzschold Family Farm	My exchange of labor was on the family farm with my dad. In exchange for feed, water, and pasture I assisted with the family beef cow herd by feeding, performing veterinary practices, and harvesting and storing hay.
22		Select AFNR Pathway	Select Placement Type			
23	YEAR 2					
24		Select AFNR Pathway	Select Placement Type			

Select AFNR Pathway and Placement Type

Enter Hours for each Placement type. These should add up to the hours found on the SAE 2 page. There is not a math check but will be evaluated visually.

Enter Employer or Project Name
In the Responsibilities or Description Column – provide enough detail for the screening committee (outside reviewer) to understand what the project is and how it is “agriculturally related”.
The description is limited to 250 Characters.

If you paste in the Responsibilities or Description box follow these instructions. Go to the cell you want to paste in double click or use F2 then paste your text.

- 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.
- Boxes that are marked “SU” are for state use only.
- 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.**

Local Advisor Responsibilities & Guidelines (continued)

8. All Applicants' pages must be computer printed with the exception of minor handwritten changes from the Area Screening and notes on the Check Sheet.
9. **ON the SAE 4 application page you will find a Community Service Log.**
 - a. All applicants will need to complete this log. Minimum of 25 hours and 2 different activities required to receive the degree
 - b. We will follow the American Degree Community Service Guidelines for the MO State FFA Degree. A help documents can be found at: <https://ffa.app.box.com/s/75vwmzgxsh4x0a55gy1to8ejw7g2iby>
 - c. Under the column, "Individual/Group/Organization to whom service was provided" – please list to whom the community service was provided. Your FFA chapter, own school, or 4-H club cannot be the beneficiary. But the FFA Chapter, your school or 4-H club can be the one who organized the service.
 - d. Then provide enough description under the Service performed column so the screening committee can determined who the beneficiary was of the service (cannot be the FFA chapter). (limited to 250 characters)

Example Screen shot of Community Service Log on SAE 4 page.

COMMUNITY SERVICE LOG				At least 25 hours within at least 2 different community service activities -- See handbook
Individual / Group / Organization to whom service was Provided	Year	Hours	Service performed and whom you performed the service with if applicable	
LMN Daycare and Local Preschool	Multi-Year	10	Organized a children's book drive to give to local daycares and the primary school for their gift exchange. Once books were collected I organized them according to age groups and delivered them to five daycares and the Southern Boone Primary.	
ABC FFA Chapter	Year 1	5	Helped with Fundraiser	
RST Local Hospital	Year 2	3	Raised Money for Play Area	
RST Local Hospital	Year 2	3	Volunteered with my FFA Chapter to hold a BBQ fundraising dinner. All the money earned was used to clean and repair the children's play area in the pediatric wing of the hospital.	
	Select Year		Limited to 250 Characters 250 Character Limit	
	Select Year			

Good Entry

Unacceptable Entry

Acceptable Entry

Good Entry

C. Area Responsibilities & Guidelines

- 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. (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 Jan - Dec	Area Member	4 year term begins in Jan - Dec	Area Member	4 year term begins in Jan - Dec	Area Member	4 year term begins in Jan - Dec
1 a	2023 - 26	5 a	2023 - 26	9 a	2023 - 26	13 a	2023 - 26
1 b	2025 - 28	5 b	2025 - 28	9 b	2025 - 28	13 b	2025 - 28
2 a	2022 - 25	6 a	2022 - 25	10 a	2021 - 25	14 a	2022 - 25
2 b	2024 - 27	6 b	2024 - 27	10 b	2024 - 27	14 b	2024 - 27
3 a	2023 - 26	7 a	2023 - 26	11 a	2023 - 26	15 a	2023 - 26
3 b	2025 - 28	7 b	2025 - 28	11 b	2025 - 28	15 b	2025 - 28
4 a	2022 - 25	8 a	2022 - 25	12 a	2021 - 25	16 a	2022 - 25
4 b	2024 - 27	8 b	2024 - 27	12 b	2024 - 27	16 b	2024 - 27

- Each area should select a committee to screen applications within the area. The area State Degree Committee members should serve on this committee.
- All area committees should screen applications in a uniform manner. Each area should follow the guidelines set by the state committee within this handbook.
- The area committee's purpose is to:
 - Verify the local application is a valid agriculture SAE as compared to the **National Proficiency Award Areas** description and/or ANFR Performance Indicators.
 - Verify the validity of the local application.
 - Check the **realism** of entries of local applicants.
 - 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.**
 - Verify that students showing ownership income must also show ownership expenses.
 - Check any and all mathematical calculations.
 - Submit the eligible applications to the state selection committee.
 - 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 minimum qualifying score. The state committee also reserves the right to re-score the applications.)**

C. 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 and/or the **AFNR Performance Indicators** to be eligible. All applications sent to the State Committee will be scored and also checked for the acceptability of the SAE as to how it is agriculturally related based on the descriptions on SAE 3 and SAE 4 pages.
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 or electronic records maybe printed or looked at on a computer (area discretion) and 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 by those listed on FFA Leadership 1 or FFA Leadership 2 pages. These activities should meet the Guidelines for Five Activities above the local level. (see page 14-16)
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 and found on the SAE 4 page of the application. The community service activities cannot benefit the FFA Chapter; the service should benefit another organization even though the chapter may have organized the activity.

C. 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 and leave clarification notes if necessary for the state screening committee to review.
14. The area screening committee should remove the worksheet page of the application after the screening process for all applicants is complete and prior to submitting them to the state office. The worksheet page needs to be attached to the Area Star's applications and also send in the MO Star Supplement document. (see pages 47-49)
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 minimum qualifying score to receive the degree.)

d. District Committee – Responsibilities and Guidelines

1. The district committee should consist of the two members from each Area State Degree Committee. **The area MVATA officers (president, vice-president, secretary and treasurer) and the immediate past president of each area.**
2. All district committees should screen applications in a uniform manner. Each district should follow the guidelines set by the state committee within this handbook.
3. Verify that students showing ownership income must also show ownership expenses.
4. Check all mathematical calculations especially but not exclusively found on SAE 1, scoring under **SCOPE** and **APPLICATION POINTS for LOCAL ADVISOR and AREA SCORES.**
5. The committee should review the FFA LEADERSHIP & PARTICIPATION pages (1 and 2) for accuracy and appropriateness of location within the pages. The committee should also review all points earned from these pages.
6. The committee should **closely review** the **COMMUNITY SERVICE LOG** on page SAE 4. The committee should be particularly concerned with the appropriateness of groups or individuals the service was **performed for** and the ACTUAL service that was performed. It cannot be over emphasized the importance to follow the **American Degree Community Service Guidelines, a link is located above.** A screen shot example is also located in this Handbook for reference.
7. The District committee will determine SAE eligibility based on the **National FFA Proficiency Award Areas descriptions and AFNR Performance Indicators.**
8. Area president will make sure any changes to applications at the district level will be reprinted with the same time stamp. **All time stamps must match except the cover page.**
9. Committee will review placement hours that are appropriate.

D. State Committee Responsibilities & Guidelines

1. 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 and AFNR Performance Indicators. Career Ready Practices can be included in the agricultural pathways but cannot be the only standard of the SAE.
 - c. eliminate applications not meeting the minimum qualifications
2. 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.
3. 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.
4. 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.
5. 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.
6. The number of applications which will be scored at the state screening process will be determined as follows:
 - a. All submitted applications will be reviewed for agricultural relevance of the SAE's, Leadership pages, and community service hours.
 - b. If any issues are found, an application could fall below the 550 points minimum and/or FFA Leadership (150 point) minimum and become ineligible for the state degree.
 - c. If an application is declared ineligible; it will be reviewed by the State Advisor, State Executive Secretary, and the State Degree Chairman for a final decision.

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

E. 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, and Agriscience must score above the minimum qualifying score 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.**

E. Check Sheet Guidelines

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%

6. Guidelines For FIVE (5) Activities above the Local Level

Any of the activities listed below will be counted as one of the five activities to meet check sheet item 7g. These activities will be verified by the area and state screening committee using the FFA Leadership 1 and FFA Leadership 2 pages of the application.

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 Conduct of Chapter Meeting LDE
12. Area/District Prepared Public Speaking Participant - Division I
13. Area/District Prepared Public Speaking Participant - Division II
14. Area/District Prepared Public Speaking Participant - Advanced
15. Area/State Reporter's Scrapbook CDE
16. Area/State Secretary's Book CDE
17. Area/State Treasurer's Book CDE
18. Area/State Record book CDE
19. Attended Area Chapter Degree Initiation
20. Attended Area FFA Banquet
21. Attended Area Greenhand Initiation
22. Attended Area Leadership Conference
23. Attended Greenhand Motivational Conference on area level
24. Attended MO ACTE Legislative Day
25. Attended National FFA Convention
26. Attended Officer Training sponsored by Area

6. Guidelines for FIVE (5) Activities above the local level (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 or SEMO 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. Entomology - District &/or State CDE Participant
37. Exhibitor FFA Division - District Fair, State Fair, American Royal or National Show
38. Farm Bureau (FB) Public Speaking Contest Participant
39. Farm Management - District &/or State CDE Participant
40. Floriculture - District &/or State CDE Participant
41. Forestry - District &/or State CDE Participant
42. Greenhand Motivational Conference with State FFA Officers
43. Horse - District &/or State CDE Participant
44. Livestock - District &/or State CDE Participant
45. MDA Judging Clinic at UMC
46. MDA Equine Clinic
47. Meats - District &/or State CDE Participant
48. Member of Courtesy Corp. – State or National FFA Convention
49. Member of National FFA Band
50. Member of National FFA Chorus
51. Member of State FFA Chorus
52. Missouri Association of Fairs Public Speaking State Participant
53. Missouri Cattleman’s Public Speaking Contest Participant
54. Missouri Institute of Cooperatives (MIC) Public Speaking Contest Participant
55. Missouri Pork Association Public Speaking Contest Participant
56. Missouri Sheep Producers Public Speaking Contest Participant

6. Guidelines for FIVE (5) Activities above the local level (continued)

57. Nursery/Landscaping – District &/or State CDE Participant
58. Participated in the Area, District or State Grasslands Management Contest
59. Participated in the Area, District or State FFA Trap shoot
60. Participated in the District or State Environthon
61. Participated in the Missouri Farm Bureau Statewide Leadership Day
62. Participated in State or National FFA Talent
63. Participated in the Missouri Agribusiness Academy Interviews
64. Participated in National FFA International Program
65. Participated in State or National FFA Agriscience Fair
66. Participated in the State Young Farmer/Young Farm Wives Tour
67. Participated in a Statewide Workshop or Contest
68. Poultry - District &/or State CDE Participant
68. Prepared Chapter exhibit or booth above the local level
69. Proficiency awards--One activity per award area if competed above local
70. Served as a delegate to area meeting
71. Soils - District &/or State CDE Participant
72. Media Room or Courtesy Corps at State FFA Convention
73. Participated in the Area Officer Institute
74. Participated in the LEAD Conference for Chapter Officer
75. Area/District Agricultural Issues Forum
76. Area/District Job Interview
77. Missouri Young Farmer/Young Farm Wives Public Speaking Contest Participant
78. MO Association of Soil/Water Conservation District Speaking Contest Participant
79. Missouri Cattle Industry Speaking Contest Participant
80. Missouri Pet Breeders Association Speaking Contest Participant
81. Participated in HYMAX Academy
82. Participated in Public Speaking Institute
83. Participated in HYPE Academy
84. Missouri Youth Institute -- World Food Prize
85. Missouri Teach Ag Speaking Contest Participant
86. Missouri Governor's Conference on Agriculture
87. Missouri Quarter Horse Association Public Speaking Participant
88. Participated in Food Science CDE
89. Participated in Agricultural Communications CDE
90. Participated in Veterinary Science CDE

G. Worksheet Guidelines

7. The worksheet should be completed as a part of the total application using information from the applicants' record book.
8. **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.**
9. The descriptions boxes for Paid Placement Experience, Unpaid Placement Experience, Exchange of Labor, and Agribusiness located on SAE 3 and/or SAE 4 tabs, must be filled out if applicable to the Students' SAE. The screening committee will use these to determine acceptable SAE's.
10. 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.
11. **Appropriate SAEs for the State FFA Degree will be determined per the National FFA Proficiency Awards Area and the AFNR Performance Indicators. The supporting documents can be found on www.ffa.org or <http://www.theaet.com/intro/afnr.aspx>**
12. **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.**
13. **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.**
14. 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)

15. All inventory values used to complete the worksheet should be the "Book Value."
(Continued)
- a. All items, such as livestock feed and supplies should be listed at their original purchase price.
 - b. 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.
 - c. All crop related supplies such as fertilizer, chemicals, seed, etc. should be listed at their original purchase price.
 - d. All products bought for resale and business supplies on-hand should be listed at their original purchase price.
 - e. Machinery, buildings and equipment values should be the book value (acquisition costs - depreciation).
 - f. Land should be valued at acquisition cost plus non-inventorial improvements.
 - g. Grain/Crops carried over from one year to the next are to be counted **ONLY** in the year they are planted.
16. 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.)
17. Depreciation is not income and should not be included as Income from Other Sources This Year, Worksheet Line 19.
18. 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.
19. 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 26)
 - 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 - 26.)

- 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 - 26) 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 – 26. 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.**

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 - 26.)

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 28)
4. **Gain in Net Worth** - 200 points maximum (See Table Page 29)

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.

<u>Description</u>	<u>Scope (Scorable Units)</u>	<u>Points</u>
Corn	1 acre	2
Popcorn	1 acre	2
Soybeans	1 acre	2
Sunflowers	1 acre	2
Milo	1 acre	2
Wheat	1 acre	1.5
Rye	1 acre	1.5
Oats	1 acre	1
Barley	1 acre	1
Tobacco	1 acre	32
Peanuts	1 acre	5
Cotton	1 acre	5
Rice	1 acre	5
Grass seed	1 acre	1.0
Legume seed	1 acre	1.5
Cover Crop	1 acre	0.5
Pasture	1 acre	0.25
(Pasture - Owned or Rented must show expense in record book of ownership &/or rent to be counted.)		
Hay	1 acre	1
Alfalfa	1 acre	3
Straw	1 acre	0.5
Pecans	500 pounds	1
Walnuts	500 pounds	1
Christmas Trees	25 trees	1
Wood	1 cord	0.25
Logs	600 board feet	1
Strawberries	1000 square ft	0.5
Bramble Berries	100 ft. of run	1
Grapes	100 ft. of run	1
Garden (Vegetable or Ornamental) (Sweet Corn that is Hand Harvested)	1000 square ft.	0.5
Vegetable Crop (Mechanically Harvested)	1 acre	0.5
House Plants &/or Tobacco Plants	1 plant	0.02
Bedding Plants	1 plant	0.005
Ornamental Trees, Shrubs & Plants	1 tree, shrub or plant	0.04

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

CROP & PLANTS (continued)

<u>Description</u>	<u>Scope (Scorable Units)</u>	<u>Points</u>
Specialty Crop	1 Pound Ginseng (dry)	4
	100 Luffa 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	1 Tree	0.1
Wildlife Food Plots (Non-production use – not income producing)	1 acre	0.5

CRP land was considered but determined to have “0” points awarded

TSI TSI was reviewed and removed from the points list

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

ANIMALS

<u>Description</u>	<u>Scope (Scorable Units)</u>	<u>Points</u>
Beef	1 Breeding	3
	1 Non-breeding	2
Dairy	1 Cow	8
	1 Bull	3
	1 Non-Breeding	2
Swine (Includes Potbellies)	1 Breeding	3
	5 Feeder Pigs	1
	1 Market Swine	1
Sheep	1 Breeding	2
	1 Non-breeding	1
Poultry	1 Laying Hens	0.1
	1 Exotic Poultry- Quail, Pheasant, Chucker	0.1
	1 Peacocks, Guineas, Ducks	0.1
	1 Rooster, Geese, Chicks, Broilers, Poults	0.04
	1 Turkey, broilers or poults	0.1
	1 Tom Turkeys or Hen Turkeys	0.1
	1, Parakeet, Cockatiel or Pigeons	0.05
Equine (Includes Miniatures)	1 Breeding	3
	1 Non-breeding	2
Goats	1 Breeding	2
	1 Non-breeding	1
	1 Milking Doe Goat	3
Rabbits	1 Breeding Rabbits (Buck or Doe)	0.2
	1 Rabbit Fryers or Non-breeding Rabbits	0.05

(MORE ON NEXT PAGE)

D. Scope Points (continued)

SPECIALTY ANIMALS, OTHERS & CUSTOM WORK

<u>Description</u>	<u>Scope (Scorable Units)</u>	<u>Points</u>
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)	2
	1 Dog pup	0.2
	1 Breeding Cats (Male or Female)	0.2
	1 Deer or Ibex	1
	1 Breeding Monkey, Fox, Raccoon, or Prairie Dog	1
	1 Mice/Gerbil/Hamster/Cavia	0.01
	1 Chinchillas, Degus, Squirrels, Sugar Gliders, Ferrets, or Hedge Hogs	0.1
	1 Lemur	1
	1 Wolf	1
	1 Wolf pups	0.2
	1 Waterdogs or Newts	0.01
1 Reptiles and Amphibians	0.05	

OTHERS

<u>Description</u>	<u>Scope (Scorable Units)</u>	<u>Points</u>
Bees	1 Hive	3
Fish	1 Head	0.01
Worms	1 Head	0.0001
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.

<u>Description</u>	<u>Scope (Scorable Units)</u>	<u>Points</u>
Custom Work	\$ Gross Income	(See Chart Page 27)

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

<u>Description</u>	<u>Scope (Scorable Units)</u>	<u>Points</u>
Agribusiness Income – Enterprise	\$ Gross Agribusiness Income	(See Chart Page 27)

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 27 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:

<u>DESCRIPTION</u>	<u>SCOPE</u>
Agribusiness Income - Lawn Mowing	\$2312
Agribusiness Income – A.I. Breeding	\$1500

This student would receive 29 points for Agribusiness Income (See table page 27).

- VI. The description box on SAE 3 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	\$16,500 - \$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 10/15/22

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) **The description boxes for Paid Placement, Unpaid Placement, Exchange of Labor, and Agribusiness located on SAE 3 and/or SAE 4 tabs, must be filled out if applicable to students' SAE. The screening committee will use these to determine acceptable SAE's.**
 - c) **All applications will need to describe their Placement SAE with Hours, Title, and Description for screening committee to evaluate the "agriculture related" or the ANFR Performance Indicator the SAE is addressing.**
 - d) **All hours of any type must be documented and shown in the record book.**
 - e) **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 screening committees. An approved log sheet can be found at the MU Ag ED website at <https://curriculum.missouriffa.org/main/record-books/>**
 - f) 20 hours Exchange Labor = 1 Point (maximum of 2000 hours/years)
15 hours Paid Placement SAE = 1 Point (maximum of 2000 hours/year)
20 hours Unpaid Placement = 1 Point (Maximum 2000 hours/year)
Must include Log sheet
15 hours Paid Agriscience hours = 1 Point (maximum 2000 hours/year)
5 hours of Tractor Restoration = 1 Point (maximum 2000 hours/year)
5 hours of Unpaid Agriscience Hours = 1 Point (Maximum 2000 hours/year)
Must include research abstract(s) and corresponding log sheet
A maximum TOTAL of 2000 Hours per year will be accepted. (Exchange Labor Hours + Paid Placement + Unpaid Placement Hours + Paid Agriscience Hours + Unpaid Agriscience Hours = Total)
 - g) **Exchanged Labor hours are not counted in figuring growth.**
 - h) Paid Placement Hours are: Those hours of labor worked for someone other than yourself
 - i) Placement on the home farm that is exchange of labor for expenses should be included under exchange labor in hours.
 - j) Placement on a farm or business other than the home farm should be shown under Paid Placement Experience SAE in hours.
 - k) Custom work should be shown under ownership and dollars indicated under Scope in Scorable Units.

- l) 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 of labor.)

- m) **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.

- n) **If directed lab experience, unpaid placement, and unpaid 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 screening committee. An approved log sheet can be found at the MU AG ED Website at <https://curriculum.missouriffa.org/main/record-books/>**

- o) **Exchange of 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. **Strongly recommend using the wording in the handbook or risk activity being redlined.**

List activities, offices, committees, proficiency awards, Career Development Events and awards only once (i.e. 17-19 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.

In sections A, B, C, D, E and F, list the date of the year the **activity started**. NO RANGES of years need to be listed

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)

1. Only the awards listed below will be counted.
2. **Greenhand, Chapter, & Area FFA Degrees can not to be used as Awards.**
3. Chapter - 4 points; Area - 8 points; District - 12 points;
State - 16 points; National - 20 points.
4. Points will only be awarded for the highest level attained.
5. Allow the top 3 teams at District in LDEs (Conduct of Meetings, Parliamentary Procedure, Greenhand Knowledge or Ag. Issues)
6. 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, Ag Communications, Food Science, Veterinary Science and/or Soils)
(Group I Must Be Specified to Receive Points)
7. Proficiency Awards should be listed under the highest level participated. (Current list can be found on FFA.org) A maximum of 3 proficiency awards/year may be listed. The same proficiency award may be counted more than 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.
8. **List activities, offices, committees, Career Development Events and awards only once, (i.e. 17-18 State FFA Convention) unless a specified exception is noted on the following pages of this handbook.**
9. **No current school year proficiency awards will be counted.**

A. Proficiency & Other Awards (continued)

Follow the instructions below to obtain the drop down menu for the Award Section (Table A).

A. Proficiency and Other Awards: (75 Points)		CAPS OFF	Local Use	Area Use	State Use
YEAR	AWARD	CHAP	AREA	DIST	STATE/NAT'L

Place "X" in the appropriate category first to obtain the correct drop down list under the award column.
Then select the correct award and specify any requested information for clarification.
Do not forget to fill the Year column.

List activities, offices, committees, Career Development Events and awards only once (i.e. 17-19 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.)

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 Models of Excellence or Premier Chapter Interviews (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

Gold Rating Individual on a Gold Rated National LDE Team

Gold Rated individuals in a National CDE/LDE

(**Example:** Gold Rating - 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

Exhibitor in any National Junior Breed Association Show

- *** Members may receive points for the Grand/Reserve Champion for each breed, sex, or class in FFA building projects per year. (i.e. Beef, Sheep, Swine, Mechanics, Poultry, Dairy, Dairy Goats, Rabbits, Equine, Field Crop, Horticulture, Vegetable,

A. Proficiency & Other Awards (continued)

List activities, offices, committees, Career Development Events and awards only once (i.e. 17-19 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 Winner Growmark Essay Contest

State FFA Chorus Member

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)

----- May count District High Individual in same CDE same year if applicable.

(**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. 17-19 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)

State HYMAX Academy
State HYPE 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, MO Pet Breeders Association Public Speaking, Teach Ag Speaking Contest or MO Quarter Horse Association. (**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 Employment Skills, FFA Agricultural Issues Forum, Conduct of Chapter Meetings 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 receive points for the Grand/Reserve Champion for each breed, sex, or class in FFA building projects per year. (i.e. Beef, Sheep, Swine, Mechanics, Poultry, Dairy, Dairy Goats, Rabbits, Equine, Field Crop, Horticulture, Vegetable, etc.) (please indicate breed, sex, or class in description)

A. Proficiency & Other Awards (continued)

List activities, offices, committees, Career Development Events and awards only once (i.e. 17-19 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.
May count Group I individual at State in same CDE same year if applicable.
(**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	Smithville	NE	Prairie Grove/Macon/Katonka
C	Linn Creek	SW	None
SC	SC Postal Shoot	SE	Poplar Bluff

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, MO Pet Breeders Association Public Speaking, Teach Ag Speaking Contest or MO Quarter Horse Association.
(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 or Bethany
CE - Marshall or Johnson County
NE - Kirksville or Mexico
SC - Owensville or West Plains
SE - Cape Girardeau

- *** Members may receive points for the Grand/Reserve Champion for each breed, sex, or class in FFA building projects per year. (i.e. Beef, Sheep, Swine, Mechanics, Poultry, Dairy, Dairy Goats, Rabbits, Equine, Field Crop, Horticulture, Vegetable, etc.) (please indicate breed, sex, or class in description)

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, MO Pet Breeders Association Public Speaking, Teach Ag Speaking Contest or MO Quarter Horse Association.
(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 an 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 receive points for the Grand/Reserve Champion for each breed, sex, or class in FFA building projects per year. (i.e. Beef, Sheep, Swine, Mechanics, Poultry, Dairy, Dairy Goats, Rabbits, Equine, Field Crop, Horticulture, Vegetable, etc.) (please indicate breed, sex, or class in description)

A. Proficiency & Other Awards (continued)

List activities, offices, committees, Career Development and awards only once (i.e. 17-19 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 for the Grand/Reserve Champion for each breed, sex, or class in FFA building projects per year. (i.e. Beef, Sheep, Swine, Mechanics, Poultry, Dairy, Dairy Goats, Rabbits, Equine, Field Crop, Horticulture, Vegetable, etc.) (please indicate breed, sex, or class in description)

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
17-19	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.

Follow the instructions below to obtain the drop down menu for the Activity Section (Table B).

B. Other FFA Activities: (90 Points)		CAPS OFF	Local Use	Area Use	State Use
YEAR	ACTIVITY	CHAP	AREA	DIST	STATE NAT'L

Place an "X" in the appropriate column to show list. Manually enter chapter activities and other approved area activities.

Place “X” in the appropriate category first to obtain the correct drop down list under the award column.
 Then select the correct award and specify any requested information for clarification.
 Do not forget to fill the Year column.

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
National Agriscience Fair
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)
American Royal Livestock Contest – Kansas City
(3rd Place State Winning Livestock 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)
Mid-America Grasslands Evaluation Contest
(Top 5 State Grassland Teams Only)
National Day of Service at National FFA Convention
National FFA Rally for Hunger
National Environthon
National Invitational Entomology Contest - Texas

For 2020 Record Year only
National FFA Challenge Event (list event)
Only two allowed for 2020 record year

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 Agriscience Fair
State FFA Leadership Camp
State FFA Public Speaking Academy
State Public Speaking Institute
Missouri Institute of Cooperatives “Make Your Own Cooperative Contest” State Competition
Missouri Farm Bureau Statewide Leadership Day
Missouri Governor’s Conference on Agriculture
Missouri ACTE Legislative Day
Missouri Pork Institute
Northwest Missouri State University Precision Ag Academy
American Royal Youth Leadership Day at the Western Farm Show
MU CAFNR Summer Academy (Must specify academy to count more than once)
Animal Science Leadership, Life Science Quest, Trapshooting, Teach Ag & Communications,
Natural Resources, Livestock Judging, and Meat Judging.
(Con’t)

For 2020 Record Year only
Show Me Summit - Virtual Leadership Experience

Missouri State Fair Exhibitor - **ONLY 1 ALLOWED** (Dairy, Equine, FFA Building will count Missouri State Fair Livestock Judging (1 time only))

Other FFA Activities (90 points maximum)(continued)

State Continued:

State Fair Booth/Demonstration in a FFA Building -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)

Missouri Youth Institute – World Food Prize

LEAD Conference for Chapter Officers

Area Officer Institute

Missouri Farm Bureau Ambassador Contest

Missouri Pork Producers Ambassador Contest

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, MO Pet Breeders Association Teacher Ag Public Speaking, MO Quarter Horse Association or MO Forest Products Association

(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

SEMO 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) or NW Missouri State Fair- (Bethany)

Northeast District Fair – Kirksville or Mexico

Ozark Empire Fair - Springfield

Central District Fair- Marshall or Johnson County

Southeast District Fair - Cape Girardeau

South Central District Fair - West Plains or Owensville

Missouri Institute of Cooperatives “Make your Own Cooperative Contest” District Level

Chapter Exhibit Booth at District Fair -**ONLY 1 ALLOWED**

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, MO Pet Breeders Association Teach Ag Public Speaking, MO Quarter Horse Association or MO Forest Products Association.

(Example: District Participant in MO Farm Bureau Public Speaking)

State Young Farmer Tour (this is a district activity)

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 complete a list of approved area activities and submit them with the Area Applications in mid-February for use at 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, MO Pet Breeders Association, Teach Ag Public Speaking, MO Quarter Horse Association or MO Forest Products Association

(Example: Area Participant in MO Farm Bureau Public Speaking)

Area FFA Fundraisers

C. FFA Offices (100 points maximum)

The Year(s) Must Be Listed

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)				
20-21	Chapter Vice President				
20-21	Area Sentinel				

Follow the instructions below to obtain the drop down menus for Leadership Tables C, D, and E.

9. II. FFA LEADERSHIP & PARTICIPATION (Part 2)

10. C. FFA Office Held: (100 Points) CAPS Off Local Use Area Use State Use

11. YEAR <--Remember to include the year of office to the left

12. SELECT Remember: include year of office, also you must be an officer or committee chair to receive degree

13. SELECT

14. SELECT

15.

16. D. Committees in FFA: (40 Points) CAPS Off Local Use Area Use State Use CHECK ONE CHECK ONE

17. Select Committee from Dropdown List

18. YEAR COMMITTEE CHAP AREA MEM CH

19.

20.

21.

22.

23.

24.

25. E. Career Development Events: - (75 Points) CAPS Off Local Use Area Use State Use

26. Select CDE/LDE from Dropdown List

27. YEAR TEAM OR INDIVIDUAL AREA DIST STATE NATL

28.

29.

30.

Click the cells to obtain the appropriate drop down menus for each table.
Make sure you fill out the year column and the other appropriate columns.

D. Committees in FFA (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:
(See the National FFA Program of Activities Section).

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

3 Chapter Divisions Committees:

(Based upon the Divisions of the National Chapter Award Program)

Growing Leaders
Building Communities
Strengthening Agriculture

OR

15 Chapter Standing Committees:

(Based upon the 15 Quality Standards)

Leadership Committee	Healthy Lifestyles Committee
Scholarship Committee	Personal Growth Committee
Career Success Committee	Environmental Committee
Human Resources Committee	Citizenship Committee
Stakeholder Engagement Committee	Economic Development Committee
Support Group Committee	Chapter Recruitment Committee
Safety Committee	Agricultural Advocacy Committee
Agricultural Literacy Committee	

4. All Program of Activity plus BOAC committee chairman - 10 points
5. Member of one of the Program of Activities committee plus BOAC - 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 and BOAC 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.

For 2020 Record Year only

Virtual State CDE Guide

May list a total of 2 CDE/LDE for the 2020 record year – Exception: you may have three if competed in Knowledge. Eligibility based on April of 2020.

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 Communications
- b. Agricultural Mechanics
- c. Agricultural Sales
- d. Agronomy
- e. Dairy Cattle
- f. Dairy Foods
- g. Entomology
- h. Environmental & Natural Resources (only for a state winning Grassland team)
- i. Farm Management
- j. Floriculture
- k. Food Science
- l. Forestry
- m. Grassland (district or state only)
- n. Horse Evaluation
- o. Livestock
- p. Meats Evaluation
- q. Nursery Landscape
- r. Poultry
- s. Soils (district or state only)
- t. Veterinary Science

- 7. FFA Leadership Contest List:**
- a. Advanced Prepared Public Speaking
 - b. Agricultural Issues Forum
 - c. Conduct of Chapter Meetings
 - d. Creed Speaking
 - e. Division I Prepared Public Speaking
 - f. Division II Prepared Public Speaking
 - g. Employment Skills
 - h. Extemporaneous Public Speaking
 - i. FFA Knowledge (area, district, or state only)
 - j. Parliamentary Procedure
 - k. Incomplete Record Book Entrepreneurship (area only)
 - l. Incomplete Record Book Placement (area only)
 - m. Complete Record Book Entrepreneurship (area only)
 - n. Complete Record Book Placement (area only)
 - o. Secretary's Book (area only)
 - p. Treasurer's Book (area only)
 - q. Chapter Scrapbook (area only)

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.

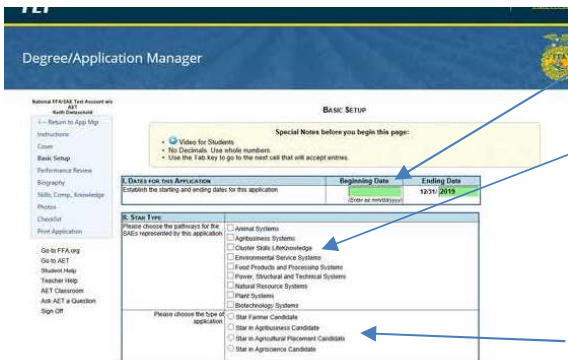
AREA SCREENING COMMITTEE GUIDELINES:

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		

Missouri Area/State Star Applicant Information

- A. We encourage the Area Association to use this process, but they may use their own process to select the Area Star in Farmer, Placement, Agribusiness, and Agriscience. Once an Area has selected their candidates the following information and supplement will need sent to the state FFA office.
- B. You can access the Missouri State Star Supplement application in the application center on www.ffa.org. The supplement mirrors the Missouri State Proficiency Award Application.
- C. To complete the supplement please follow this guide:
 - a. Once loaded to the students' profile – Complete the Cover Page.
 - b. Then you will need to complete the Basic Setup Page. Once this is completed, the appropriate pages will be available for the candidate to fill out based on the award area selected.



Enter Beginning Date – January 1 of first year of records.

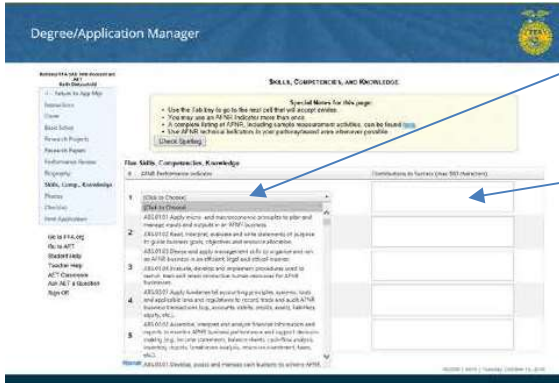
Select the Pathway(s) for the Award represented in this application.

Then select the award (Star) area.
 If you select Agriscience you will have other pages appear to fill out.
 These will be

1. A page to list your Research Projects
2. A page to add your research papers

- c. All applicants will have four (4) “Performance Review” questions to answer. These all have a limit of 1500 characters. They are:
 - i. Briefly explain your SAE and how it relates to this award area.
 - ii. Briefly explain how your roles, responsibilities, and/or management decision related to this award area changed.
 - iii. Briefly explain the challenges (advantages and/or disadvantages) you faced with the award area and how you overcame or utilized these challenges.
 - iv. Briefly explain the three (3) goals you have set for your SAE and what progress have you made in achieving these goals.
- d. There is a place for you to add or fill out a Biography. This is limited to 6000 characters. Please see example below on page 49.

- e. You will have five (5) Skills, Competencies and/or Knowledge areas to complete. These are based on AFNR Performance Indicators. You will selected from all the indicators, but it is **STRONGLY** recommended you chose indicators in your pathway/award area if possible.



Select the AFNR Performance Indicator

Fill out the box titled “Contributions to Success” with information how the chosen indicator was a contribution to the success with your SAE. You are limited to 500 characters.

- f. You have the ability to provide six (6) photos with a caption to describe your skills and success with your chosen award area. The captions are limited to 500 characters.
- g. Make sure the checklist has all “Met” values and then you are ready to generate the Missouri State Star Supplement PDF to save and attach to your State Degree Application.
- h. All star applicants are to have the “WORKSHEET” attached to their State Degree Application.
- i. The Agriscience candidates will need to attach a copy of the hour log for each research project(s) they counted hours on the SAE 2 page of the application.
- j. All applicants’ pages must be computer printed with the exception of minor handwritten changes from the Area Screening and notes on the Check Sheet.

- NOTE:**
1. Applicants that are submitted by the Area as the Area Star Farmer, Agribusiness, Placement, or Agriscience must score above the minimum qualifying score 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

Rico Jones
Anytown FFA Chapter
Candidate for State Star in Placement

School & FFA Chapter

Rico Jones is a senior at Anytown High School. Rico is the son/daughter of Mr. And Mrs. Max Jones of Yourtown. His/her advisor(s) is/are Steven Smith and Larry James. Her/his high school principal or vocational director is Richard Leech.

Supervised Agriculture Experience Program

Rico's Supervised Agriculture Experience program began with employment at ABC Valley Farms as a freshmen. ABC Valley Farms is a diversified crop and livestock farm, raising corn, soybeans, wheat, hay, swine, and cattle. After four years of employment, his responsibilities have grown each year. From just helping check the farms livestock and haul seed to now being responsible for daily care of animals and operating farm equipment independently. Rico also has a swine finishing enterprise along with a show pig and Simmental cattle operation.

FFA Activities

Rico served as Chapter Vice-President and Area XVIII Secretary. Rico placed third at the Area Prepared Public Speaking LDE. She/he has competed on the Poultry, Meats, Livestock and Agricultural Sales CDE teams. Rico was the Area Swine Entrepreneurship Proficiency Winner. She/he has attended the Washington Leadership Conference, was selected for the HYMAX academy, and is a graduate of the Missouri Agribusiness Academy.

School Activities

Rico has been a member of the National Honor Society and the German Club. Rico has also been an officer in his/her local 4-H Club and a member of the California County 4-H National Livestock Judging Team. She/he was tri-captain of the Anytown Volleyball team and a class officer. Rico is a member of the local SADD chapter and a member of the Anytown Lutheran Church.

Future Plans

After high school graduation, Rico plans to attend Our State University majoring in animal science and minoring in agriculture communications. Upon graduation, Rico plans to have a career in public relations in a rural community while continuing to grow his swine farm.

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 2016 for \$250.00 with a life of 3 years would have the following depreciation taken:

2016	\$41.67	(\$250.00 - 41.67 [16.67%]) = \$208.33	Remaining Book Value
2017	\$83.33	(\$208.33 - 83.33 [33.33%]) = \$125.00	Remaining Book Value
2018	\$83.33	(\$125.00 - 83.33 [33.33%]) = \$41.67	Remaining Book Value
2019	\$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/Unpaid Placement 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/Unpaid Experience and / or Exploratory Experience	Directed Lab/Unpaid 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

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