

LDE/CDE Due Dates for Submission to State

April 2nd

Division I – Whereas manuscripts will be scored prior to the state event, the local FFA Advisor must submit an electronic PDF version of the contestant's complete manuscript & statement of original work via email to State Supervisor Jim Spencer Jr. @ jim.spencer@dese.mo.gov no later than **NOON Friday April 2nd**. **NOTE:** Paper copies **DO NOT** need to be sent this year, speeches will be printed off in our office.

April 9th

Ag Sales – Teams must submit one copy of each contestant's Product Summary Sheet in the following manner: School_Last Name – if a school has more than one participant with the same last name, then the first name should be included. Also send each as an individual file. Submit via email to the State CDE Coordinator @ abbottcm@missouri.edu earlier the better, but no later than **NOON Friday April 9th**. Email confirmation of receipt of documents will be returned to verify submission. If a team does not submit by the deadline, a 5% point deduction penalty will be assessed to the score for this portion of the event. It is suggested that students keep a back-up copy of their respective information.

Division II & Advanced Public Speaking – Whereas manuscripts will be scored prior to the state event, the local FFA Advisor must submit an electronic PDF version of the contestant's complete manuscript & statement of original work via email to State Supervisor Jim Spencer Jr. @ jim.spencer@dese.mo.gov no later than **NOON Friday April 9th**. **NOTE:** Paper copies **DO NOT** need to be sent this year, speeches will be printed off in our office.

April 16th

Ag Issues – Ten (10) hard copies of the portfolio must be received by the state office, addressed to the State FFA Executive Secretary, by **5 pm Friday April 16th**. If the portfolio is not received by the designated time, portfolio points will be forfeited. Portfolios will be scored prior to the event and will be used to determine preliminary round allocation/seeding.

Employment Skills – The local FFA Advisor must mail the following materials to: Mr. Leon Busdieker, Director, Agricultural Education Section, Department of Elementary and Secondary Education, P.O. Box 480, Jefferson City, MO 65102. Mailed copies must be received not later than **Friday April 16th**. Materials to be submitted: A. Eight (8) copies of Resume B. One (1) Cover Letter C. One (1) Letter of Recommendation D. One (1) Statement of Original Work, signed by the contestant and their FFA Advisor.