WASHINGTON STATE GRANGE YOUTH FAIRS PROGRAM
PROJECT RECORD BOOK

Name: _____

Project Year: _____

Home Grange: _____

Age: (as of January 1st) _____

Class:
☐ Beginner (5-7)
☐ Junior (8-10)
☐ Pre-Teen (11-13)
☐ Teen (14-19)

Student currently receiving special education services: ☐ No ☐ Yes

Years In Grange: _____

Years Participating in Fairs: _____

Fair/Livestock Show Names: Dates:

_____   _____

_____   _____

_____   _____

_____   _____

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Instructions

To assemble your Project Record Book, use the following guidelines:

Cover: Red Pressboard Acco Fastened Folder, Two-prong bound on the left side, OR red binder

Pages: All pages are sized at 8.5" x 11",
May be handwritten or typewritten, legible to the reviewer/reader.
May be printed on one side or two-sided, legible to the reviewer/reader

Sections: Use dividers and tabs for different sections. Sections should be presented in the order outlined in the Table of Contents below.

Table of Contents

□ **Cover**
□ **Table of Contents**
□ **General Project Information**
  o Commitment Agreement
    ▪ Leader should have on file signed Performance Contract, Code of Ethics, Hold Harmless Agreement, Ownership Agreement, Photo Release
  o Goals
  o Meeting & Events Log
□ **Animal Project Section(s)**
  Include an animal project section for each project. (i.e. Small Animal, Large Animal, Equine, Breeding, Other). For Market Animal Projects Include copy of Animal Quality Affidavit
  o Section Cover Sheet
  o Ownership Record For each animal (could be replaced with animal Registration paperwork)
  o Budget & Profit/Loss Summary
  o Weights/Measurements/Feed
  o Medications Used & Vet Visits
  o Project Summary
  o Project Photos
  o Project Log
  o Beeding Animal Project Sheets *(only needed for breeding projects)*
    ▫ Breeding Animal Record
    ▫ Breeding Animal Show Log
    ▫ Breeding/Production Log
□ **Permanent Record**
  Keep this section up-to date and include it in your Record Book Each Year.
  o Section Cover Sheet
  o Leadership Log
  o Community Service Log
  o Presentation & Judging Logs
  o Exhibit Summary & Favorite Recognition Log
  o School & Other Activities Log

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Commitment Agreement

The items on this list represent the example program minimums. Work with your leaders to fill in any additional or other requirements and/or project deadlines. Check off that each of these are completes

_____ Signed Performance Contract

_____ Signed Code of Ethics

_____ Signed Hold Harmless Agreement

_____ Attend a Minimum of 6 Grange Youth Fairs Meetings (Meeting & Events Log)

_____ Attend at least 75% of Project Meetings (Project Log)

_____ Participate in at Least 1 Grange Community Service Activity in the current year (Meeting & Events Log)

_____ Complete a Project Record Book with a Section for each Animal/Project to be judged at Fair and/or at the End of the Year (coordinate with local leaders)

_____ Present a Demonstration (At a Youth or General Grange Meeting, as required by leaders)

_____ Mid-Year Record Book Check By Program Leader. DUE DATE: _____

_____ Submit any Still Life Items for County Grange Contest (Typically in the Spring) DATE: _____

_____ Submit Educational Poster for State Grange Contest. DATE: June_____

_____ Final Record Book Check By Program Leader. DUE DATE: _____

_____ _____

_____ _____

_____ _____

_____ _____

_____ _____

Goals

Note: This sheet is to be completed at the start of each project. It is always acceptable to add additional pages as necessary. For Beginners, and provided information is sufficient, words, drawings, ect.

Project: _____

The key points with a goal are to be clear about what you want to achieve and have a clear outlined plan on how to achieve the goal. This section provides a space for you to list what you want to achieve this year and provides space for you to outline the effort or tasks needed to achieve your goal.

Personal Goals (minimum of 1 per project)

Goals to Achieve	What I need to do to Achieve My Goal

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Project Goals (minimum of 2 per project)

Goals to Achieve	What I need to do to Achieve My Goal

Knowledge to Learn (minimum of 2 per project)

Goals to Achieve	What I need to do to Achieve My Goal

Meeting & Events Log

The purpose of these sheets are to log the Grange Meetings attended, youth meetings, events and other Grange related activities that you participated in.

October 20____

November 20____

December 20___

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Meeting & Events Log

The purpose of these sheets are to log the Grange Meetings attended, youth meetings, events and other Grange related activities that you participated in.

January 20____

February 20____

March 20___

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Meeting & Events Log

The purpose of these sheets are to log the Grange Meetings attended, youth meetings, events and other Grange related activities that you participated in.

April 20___

May 20___

June 20__

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Meeting & Events Log

The purpose of these sheets are to log the Grange Meetings attended, youth meetings, events and other Grange related activities that you participated in.

July 20___

August 20___

September 20__

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Meeting & Events Log

The purpose of these sheets are to log the Grange Meetings attended, youth meetings, events and other Grange related activities that you participated in.

October 20____

November 20____

December 20____