



HIGHLAND COUNTY 4-H & FFA LIVESTOCK SHOW AND SALE MARKET ANIMAL RECORD BOOK



Select one project area for this book:

- FEEDER STEER
- MARKET STEER
- MARKET LAMB
- MARKET GOAT
- MARKET HOG

Select your age division:

- JUNIOR (9-11 years old as of Sept. 30 of current Show year)
- INTERMEDIATE (12-13 years old as of Sept. 30 of current Show year)
- SENIOR (14-19 years old as of Sept. 30 of current Show year)

NAME: _____

ADDRESS: _____

PARENTS/GUARDIANS: _____

4-H CLUB/FFA CHAPTER MEMBERSHIP: _____

YEARS IN 4-H: _____ FFA: _____ Date Project Started: _____

YEARS IN THIS PROJECT AREA: _____ Date Project Completed: _____

AGE (as of Sept. 30 of current Show year) _____ FAIR DATE (2022, 2023, etc.) _____



Project books (complete except for Fair data) must be presented on entry day of the Highland County Fair at registration in the Fair livestock barn following weigh-in. Record books must be completed for each project animal. One record book should be used for each species (beef, sheep, swine, goat) except where a conflict between breeding and market records exist—then a second record book may be used. (Example: One record book should be used for market steers and a second record book used for feeder steers. Market lambs can all be recorded in one record book. Completed record books (including final weights, class placings, and updated financial report) are due in the Highland Extension Office by 5:00 p.m. on the third Friday in September. Livestock checks will be held until record books are submitted.

NOTE: Parts of pages 1-6 need to be started at the beginning of the project and presented at Show Week Registration for review. Please read instructions carefully.

COMPLETING YOUR RECORD BOOK

Completing your record book is an important part of your Livestock Show and Sale experience. It helps you track your progress, your finances, and areas where you may need to improve next year.

There is more to completing this record book than answering a few questions and hastily filling blanks with guesses and random answers at the last moment. Your record book should reflect you and your commitment to this program. You should look at this as an opportunity to learn and to better yourself; not just as a chance to make money or win a blue ribbon.

Your book is a record of everything you do with this project. If you wait until the last moment to complete it, then the book will not be an accurate representation of you and your project experience. You will perform better and reduce your stress if you try to do a little bit each week. All record books must be complete and submitted by the deadline in order to be judged.



Virginia Cooperative Extension is a partnership of Virginia Tech, Virginia State University, the U.S. Department of Agriculture, and local governments. Its programs and employment are open to all, regardless of age, color, disability, gender, gender identity, gender expression, national origin, political affiliation, race, religion, sexual orientation, genetic information, military status, or any other basis protected by law.



Here are some tips for completing your record book:

- Make sure you are using the most current version of the record book.
- Place your record book in a binder. This will make it easier to keep up with, protect it from damage, and allow you to add additional material as you go.
- It is okay to get help from a parent, sibling, or leader, but the **majority** of the work should be **your own**. You do the handwriting, calculations, story, etc. The **Record book must be handwritten** by youth participant—exception is the story and picture captions which can be typed. You may use pencil so it is easier to make corrections, but make sure data is dark enough to read.
- Try to keep your project book neat and clean. Write with your very best handwriting. Adding pictures and captions helps judges see your involvement with the project. Always double check your work; especially math calculations.
- Your pride in the work that you have done with your animal(s) should be reflected in your record book.
- Review the score sheet for any missing information.
- **Remember—all exhibitors are required to complete a record book for each species shown.**

If you need help with your project, please do not hesitate to contact the 4-H or FFA Advisor.

HONOR AGREEMENTS (5 points)

MY RESPONSIBILITY

I hereby certify that as the Exhibitor of this project, I have personally been responsible for the care of the (these) animal(s), have personally kept records on this project, and have personally completed this Project Record Book. I understand that I am responsible for knowing all of the Rules and Regulations of this show.

Exhibitor's Signature

DRUG STATEMENT

We hereby certify that any drug, antibiotic, or biological substance, which may have been administered by myself, or any other person, was done so in strict compliance with the manufacturers' label requirements.

Exhibitor's Signature

Parent or Guardian's Signature

PARENT/GUARDIAN RESPONSIBILITY

I/We, the parents/guardians, certify that our son/daughter has completed this project and completed this Project Record Book, and will comply with all the Rules and Regulations of this show.

Parent or Guardian's Signature

YOUTH FOR THE QUALITY CARE OF ANIMALS (YQCA)

I understand that in order to exhibit livestock in the Highland County 4-H and FFA Livestock Show and Sale, I must meet the requirements of the YQCA program.

___ I attended YQCA training on _____ (date)

___ I have included the YQCA Slide Deck Worksheet with Record Book

___ My YQCA Certificate of completion is included with Record Book

Signature of Exhibitor _____

LEADER/ADVISOR RESPONSIBILITY

This exhibitor is an active member of the _____
4-H Club/FFA Chapter and can represent this club/chapter at the Highland County 4-H and FFA Livestock Show and Sale.

4-H Leader or FFA Advisor's Signature

If the 4-H/FFA member has a physical or learning disability that requires more than average assistance from a parent, 4-H Leader, FFA Advisor, or other adult please explain. _____

PROJECT GOALS (10 points)

To get the most from your project, it is important to establish learning goals and objectives you would like to meet during the year. Use this page (or add additional pages) to set those goals and develop your plan for the year. At the end of your project year, explain how your goals worked out and what you learned.

GOALS Things I want to learn about from this project. What do you hope to accomplish or new activities you want to try? How will you pay for your project animal and expenses?	ACCOMPLISHMENTS Did you accomplish your goal? Explain why or why not. For each goal, tell what you did or learned.

Table 1. PLANNING & PRODUCTION RECORD (10 points)

At the beginning of the project, complete columns A - I (Columns A-I must be completed when record books are presented at fair weigh-in.)
Remaining columns are to be completed after final weigh-in. (NOTE: Columns I, L, M, N, O, P are optional for Junior 4-H members age 9-11)

A	B	C	D	E	F	G	H	I	
Animal ID	Description (Breed, color)	Sex	Date project started	Value of Animal at start of project *	Starting Weight	# Days on feed (from start date until final weigh-in)	Target Weight (Weight you hope to finish at)	Weight Gain Needed (G-E)	Required Avg. Daily Gain to Target Wt. (H/F)

* Call your local Livestock Market or visit the VDACS Market News Website <http://www.vdacs.virginia.gov/livestock/index.shtml> to find market value of your project animal.

J	K	L	M	N	O	P	Q	R	Q	
Animal ID	Ending Weight	Pounds Gained (J-E) **	Average Daily Gain (K/F)	Total Feed Expenses (See Table 2, Page 7) (Divide by # of animals in project)	Cost per pound of Gain (M/K)	Actual Costs (see Expense total on Table 8, Page 13) (Divide by # of animals in project)	Break Even Price/lb. (O/J)	Final Selling Price/lb.	Total selling price of Animal at end of project (JxQ)	Buyer's Name

** If zero weight gain or you have a weight loss, please explain in story.

Feed Planning Estimate (5 points)

This worksheet provides you with the formula and practice on calculating how much you estimate that you may spend on feed.

This section must be completed when record books are presented at fair weigh-in.

(NOTE: This feed planning estimate is required for seniors (ages 14 and up); is optional for age 13 and under.)

Grain

Cost of a bag of grain: \$ _____ / _____ lbs. in the bag = \$ _____ per lb.

Amount to be fed: _____ lbs. per day X _____ days = _____ lbs.

Cost of grain: \$ _____ X _____ lbs. = _____
(cost per lb. of grain) (lbs. to be fed) (cost of grain)

Hay

Cost of a bale of hay: \$ _____ / _____ lbs. per bale = \$ _____ per lb.

Amount to be fed: _____ lbs. per day X _____ days = _____ lbs.

Cost of hay: \$ _____ X _____ lbs. = _____
(cost per lb. of hay) (lbs. to be fed) (cost of hay)

Supplements

Cost of package: \$ _____ / _____ oz. or lb. in container = \$ _____ per oz. or lb.

Amount to be fed: _____ oz. or lb. per day X _____ days = _____ oz. or lb.

Cost of supplements: \$ _____ X _____ oz. or lb. = _____
(cost per oz. or lb.) (amount to be fed) (cost of supplement)

Table 2: FEED RECORD (5 points)

Keeping good feed records is important. A good practice is to enter your feed expenses when you buy feed. Use this table to help track how much you spend on feed for your animal(s). Home-raised feeds should be valued at market price—what it can be sold for. If splitting feed costs with another person, show the amount used for your project only. Are you keeping receipts of your feed expenses? _____

Date	Type of Feed (grain, silage, hay, pasture, etc.)	Amount (Indicate lbs., bales, etc.)	Cost or Value
TOTAL FEED COSTS FOR THIS PROJECT			\$

Feed Tag Information (5 points)

1. What type of animal is this feed designed for? _____
2. What is the Crude Protein level of this feed? _____
3. What is the main ingredient in this feed? (Hint: if the answer is not clear, it's probably the first ingredient listed.)

4. Is this a medicated feed? _____
5. What is the active drug ingredient? If an active drug is found, is there a withdrawal time of this drug ingredient? _____

6. The TDN (Total Digestible Nutrients) level of a feed indicates energy value. Please calculate the TDN level of this feed (estimate). Crude fiber level can be found on your feed tag. (This question is optional for Junior 4-H members.)
Formula = {84-(1.5 x % Crude Fiber)} - _____% TDN
(Example {84 - (1.5 x 15)} = 61.5% TDN)

7. Attach a tag or label from the feed being used for the project animal here (or on a separate sheet). If a home-made mix is used please describe the mix.

Place Feed Tag Here

Table 3. EQUIPMENT INVENTORY (5 points)

At the beginning of the project year, take an inventory of what equipment you have on hand. Equipment is items you will use more than one year. If the cost is not known, estimate the value. Add new equipment you purchased to the list. At end of project, estimate ending value of inventory. Remember that wear and tear occurs on equipment we use from year to year, which is called depreciation (goes down in value).

Item and How Many	Beginning Value	Ending Value
<i>Example.: Sheep Shears</i>	<i>50.00</i>	<i>\$45.00</i>
TOTAL BEGINNING AND ENDING VALUE (This chart)	(A) \$	(B) \$

Item and How Many	Beginning Value	Ending Value
<i>(Continued)</i>		
TOTAL BEGINNING & ENDING VALUE (This chart)	(C) \$	(D) \$

Total beginning value of inventory (A + C) _____ Total ending value of inventory (B+D) _____

Are you keeping receipts of your new purchases? _____

Table 4. SUPPLIES PURCHASED (5 points)

There are many small items that you need for your project. Include the items you purchased during this project that are one-time use.
For example, shampoo, insect spray, etc.

Date	Kind of Expense	Cost
<i>August 8</i>	<i>Shampoo</i>	<i>\$1.50</i>
TOTAL COSTS		\$

Are you keeping receipts of these purchases? _____

Table 5. MISCELLANEOUS EXPENSES (5 points)

There are many other expenses that are associated with raising an animal that can have an impact on your overall profit. These may include transportation, shearing or clipping fees, gifts for buyers, and thank you cards. Keep track of general items and services that are required for the maintenance of your animal.

Date	Kind of Expense	Cost
<i>August 8</i>	<i>Transportation to weigh-in</i>	<i>\$10.00</i>
TOTAL COSTS		\$

Table 6. HEALTH TREATMENT RECORD (5 points)

Include deworming, antibiotic treatments, vaccinations, mange/lice treatments, vitamin injections, or any other health treatments. Give medication according to label instructions. Subcutaneous (Sub-Q) injection goes under the skin in the neck. Intramuscular (IM) injections go in the neck muscle. If given an option always choose Sub-Q.

Animal ID	Date	Condition Being Treated	Treatment Administered	Withdrawal Time (on label)	Treatment Cost
			Product used: Dose:		
			Product used: Dose:		
			Product used: Dose:		
			Product used: Dose:		
			Product used: Dose:		
TOTAL COST OF TREATMENTS					

Table 7. SHOW RECORD (5 points)

Date	Animal ID	Class	Placing	Premium
TOTAL PREMIUMS				\$

Table 8. FINANCIAL SUMMARY (10 points)

One goal of the animal project is to teach budgeting, marketing and money management skills.

The following chart will help you evaluate the financial status of your project.

<u>INCOME</u>	
A. Total value of animal(s) sold (Table 1, Page 5, Column R)	\$
B. Show premiums won (Table 7, Page 12)	\$
TOTAL INCOME (add lines A+B)	\$
<u>EXPENSES</u>	
1. Purchase price or value of animal(s) at beginning of project (Table 1, Page 5, Column D)	\$
2. Feed expenses (Table 2, Page 7)	\$
3. Supplies purchased (Table 4, Page 10)	\$
4. Miscellaneous expenses (Table 5, Page 11)	\$
5. Health treatment expenses (Table 6, Page 12)	\$
TOTAL EXPENSES (add lines 1-5)	\$
FINANCIAL SUMMARY (total income minus total expenses)	\$ _____
	Is this a Profit or Loss? (Circle one)
Value of inventory at end of project (Table 3, Page 9)	

MARKETING EFFORTS (5 points)

Buyers and supporters are one of the most important aspects of the Show and Sale. Without their support, the Sale would never have reached the point it has today. Failure to thank buyers has an impact on the show and sale. It is every exhibitor's responsibly to thank buyers, sponsors, and others that helped with your project animal(s).

- How many potential buyers did you contact? (Insert #) _____ by letter _____ in person _____ other
If other, explain _____

- Did anyone, other than your project animal buyer, support this project? (such as "dad provided hay and barn use"; "my dentist gave me a personal donation"; "granddad let me borrow his livestock trailer")
If so, list as many as you can here and how they contributed.

- How many thank you letters were mailed or hand-delivered to your project animal buyers and supporters? _____

PROJECT STORY (10 points)

Write a story about your project including this year's most significant experience in your project. Stories may be hand-written or typed and attached. Tip: The following outline should be used as a guideline for your story:

1. Introduction

- a. Personal information (briefly note a little about yourself).
- b. What project animal do you have (type, breed, beginning weight, etc.)?
- c. Why did you choose this animal?

2. Body

- a. Describe day-to-day care
- b. What was your most significant experience?
- c. What did you learn about yourself and/or your animal?
- d. Did you meet your goals?
- e. Did you help a younger exhibitor?

3. Summary

- a. What would you change or do the same the next time? (different feed, different breed, etc.)

4. Activities (optional)

- a. Share your community, club/chapter, and school activities that you participated in during the project year.

Attach your story on a separate sheet.

PROJECT PICTURES (10 points)

Please limit photos to a maximum of four pages. Your pictures should tell a story. Include a picture of the beginning of your project, care of animal at home, showing & selling animal, etc. Add brief captions to explain the photos. Additional pages can be added.

RECORD BOOK SCORECARD

To be completed by person judging this record book.

Scoring Criteria

All pages, must be completed by exhibitor—not an adult, judged on Neatness, Completeness, and Accuracy (all pages and sections complete, no math errors, factual statements made)

	<u>Points Possible</u>	<u>Points Awarded</u>
Honor Agreements (All signatures and dates included, YQCA documents included)	5	_____
Project Work		
• Goals (Well written goals with accomplishments)	10	_____
• Planning & Production Record	10	_____
• Feed Planning Estimate (if required)	5	_____
• Feed Record	5	_____
• Feed Tag Information	5	_____
• Equipment Inventory	5	_____
• Supplies Purchased	5	_____
• Miscellaneous Expenses	5	_____
• Health Treatment Record	5	_____
• Show Record	5	_____
• Marketing Efforts	5	_____
Financial Summary (Shows all totals and notes profit or loss)	10	_____
Project Story (Well written, original, creative, complete thoughts, grammar)	10	_____
Project Pictures (Tells the project story)	<u>10</u>	_____
TOTAL POINTS: Scoring: 90-100 Blue; 75-89 Red; 74 or below White	100	<input type="text"/>