

# 2024 KEYSTONE FFA DEGREE



# INTRODUCTIONS

If you have any questions about the review process:  
Contact your Regional Coordinator:

- Regional Coordinators (head of review sessions):
  - Ron Frederick, Eastern Region
  - Curt Turner, Northern Region
  - Natalie Barkley, South Central Region
  - Cliff Wallace, Western Region

# REVIEW PROCESS

- Virtual review process in each region Regional committee:
  - Chair: Regional Coordinator
  - 6-8 teachers from the region
- Process
  - Every application will be reviewed two times
  - Two week window for corrections
  - Recognition at the PA Farm Show/Mid-Winter Convention

# SUBMISSION EXPECTATIONS

- Teachers will receive Instructions for submission in an email.

# COVER PAGE

The image shows a screenshot of the FFA application cover page. Several fields are circled in red to indicate areas that need attention or completion. These include: 'Year of Birth (YYYY)', 'Year your FFA Membership Began', 'Had continuous active FFA membership for the past 24 months?' (with 'No' selected), 'Have your FFA Dues been paid?' (with 'No' selected), 'Year received the Chapter FFA Degree', 'Year of high school graduation (or expected graduation)' (with '2024' entered), 'Years of Ag Education Offered (grades 7-12) in high school last attended', 'Ag Education completed in High School?' (with 'No' selected), 'Postsecondary/Vo-Tech Education Completed' (Semesters and Quarters), 'Four-year Degree Completed' (Semesters and Quarters), 'Number of Postsecondary/Vo-Tech/College Attended', 'Major', 'Military Duty - Dates of Full-Time Active Military Duty', and 'World Experiences in Agriculture - Date of International Placement (m/d/yyyy)'.

- Review the cover to be sure all of the sections that relate to you are complete.
- Many Keystone Candidates have not completed all of the Ag courses offered:
- Completed 2 out of 3, for example.
- Review FFA membership number and statements about dues paid and grades.

These areas can be completed in the cover page or by going to: Reports Tab: Degree/Application Manager and [FFA AWARD INFORMATION](#)

# REVIEW CHECKLIST

1	Version Numbers	Are the applications versions <b>dated after Oct. 1.</b>
	Project name/category	Is the project in the correct type based on the description? Is the project named appropriately?

## ■ SECTION 1

### ■ VERSION NUMBERS/DATE

- Must match on every page; Must be dated after October 1, 2023, because that is the last date of records pulled into the application



# REVIEW CHECKLIST

- PROJECT NAME/CATEGORY
  - Project type must match the description
  - Project name must be accurate

<b>II. SAE Types</b>	
<input type="checkbox"/>	Exploratory, Supplemental, or Improvement
<input type="checkbox"/>	Research
<input checked="" type="checkbox"/>	Placement
<input checked="" type="checkbox"/>	Entrepreneurship

Market Goats 2022 (Entrepreneurship)  
Smith Dairy Farm (Placement)  
Columbia Floral Shop (Placement)  
A Boy and His Mower (Ent. Project)  
Research project: the name will describe  
the research completed (brief)  
Jones: Career Research Project  
(Foundational)  
Beef Production

# REVIEW CHECKLIST

## ■ SECTION 2

- PROJECT DESCRIPTIONS (PLACEMENT)
- Project name may include the name of the business
  - When did the project start (month)?
  - Roles at the beginning of the project and how they changed
  - List of skills learned/knowledge gained
  - Plans for future year(s) or why it ended

	Pathway	Employer or Project Name	Description	Unpaid Hours	Paid Hours	Gross Earnings	Expenses
2019	ABS	Jones Feed Store Placement	I started my job at Jones Feed Store in April working at stocking shelves and loading supplies for people. By the end of the year, and I was running the cash register, My job will continue next year.	0	32	\$1,000	\$0
	<b>Total Projects: 1</b>			<b>0</b>	<b>32</b>	<b>\$1,000</b>	<b>\$0</b>

	Pathway	Employer or Project Name	Description	Unpaid Hours	Paid Hours	Gross Earnings	Expenses
2020	ABS	Jones Feed Store Placement	This year I gained more responsibility at Jones Feed Store. I learned more about our stock in the gardening department and now I am in charge of the garden department and I learned how to close the store. I plan to continue to go to school for business and return to the store after school.	0	25	\$200	\$0
	<b>Total Projects: 1</b>			<b>0</b>	<b>25</b>	<b>\$200</b>	<b>\$0</b>

- Good SAE descriptions, but, the descriptions do not match the hours: it appears in 2019, that they worked 8 months:32 weeks: one hour per week? Making \$1000? \$31 per hour?
- 2020: 10 months? 25 hours with this responsibility?
- Make sure the hours and money match the description.

# REVIEW CHECKLIST

## ■ SECTION 2

### ■ PROJECT DESCRIPTIONS (ENTREPRENEURSHIP)

- When did the project start/animals purchased/or researched for the project?
- Project scope: is the scope explained in the description?
  - Do the scope/hours make sense with the description?
- What were 3 skills/knowledge gained during the project?
- What is the status of the project at the end of each calendar year or the project? Sold? Used at home? Continuing into next year?
- If no inventory/equipment used is listed, who provided the equipment used in the project? Include the information in the description.
- Is the income realistic based on the hours listed?

#### **2017 Market Goats:**

**I bought 2 goats for the Shippensburg Fair from the Mid-West Elite Sale in Indiana in June. Getting higher quality goats with better genetics helped me to be more competitive in the shows, this year. I spent working with my goats and that helped me to place 2<sup>nd</sup> in showmanship. Because of the higher placings, I was able to make a profit when I sold them at the Fair. I used my cousin's equipment to raise and show my goats.**

# REVIEW CHECKLIST

## ■ SECTION 3

### ■ INVENTORY: CURRENT/NON-CURRENT (ENTREPRENEURSHIP)

- Is current inventory reflected in the SAE description?
  - Are non-current items appropriate for the listed projects? (owned by the student?)
  - Are inventoried items directly related to entrepreneurship or research projects.
- 
- **Placement projects do not have inventory/ownership.**

**E. NON-DEPRECIABLE DRAFT, PLEASURE, OR BREEDING ANIMALS ON 10/1/2020** ?

Description	Quantity	Total Value
AF 133, Californian, Doe	1.00	\$50
Susie Cal Doe	1.00	\$30
#25 Calif Doe	1.00	\$30
<b>TOTAL</b>		<b>\$110</b>

**F. DEPRECIABLE DRAFT, PLEASURE, OR BREEDING ANIMALS ON 10/1/2020** ?

Description	Quantity	Acquisition Cost	Depreciation Claimed	Total Value
#1 Californian Doe	1.00	\$75	\$33	\$42
Sally - #20 Californian Doe	1.00	\$50	\$40	\$10
Zelda #53 Rat - Female	1.00	\$20	\$9	\$11
Sally - Rat- Female	1.00	\$30	\$8	\$22
Sammy - Calif Buck	1.00	\$75	\$20	\$55
#28 Californian Doe	1.00	\$60	\$12	\$48
<b>TOTAL</b>				<b>\$188</b>

**G. DEPRECIABLE MACHINERY, EQUIPMENT, AND FIXTURES ON 10/1/2020** ?

Description	Acquisition Cost	Depreciation Claimed	Total Value
Rabbit Hutch, 6 holes	\$150	\$30	\$120
Hog Feeder, self feeder, 100 lbs of feed	\$100	\$45	\$55
Show Equipment, table, buckets, brushes	\$120	\$60	\$60
Andis Clippers	\$250	\$90	\$160
<b>TOTAL</b>			<b>\$395</b>

Inventoried items must relate/be used directly to the entrepreneurship projects.

Personal items: Cell phone, vehicle, "toys" not allowed.

Section E is good: brief description included is ideal.

Section F: Female rat: no rat production project, needs to be deleted.

Section G is correct.

# REVIEW CHECKLIST

## ■ SECTION 4

### ■ INCOME AND EXPENSE SUMMARY

- Entrepreneurship projects will have income/revenue in section 1. If no income, explanation is in the SAE description.
- Expenses from operations will be listed in section 2.
- Market projects and/or businesses will have “inventory purchased for resale” (section 2a or b)
- Entrepreneurship Projects will have expenses in lines (2c and/or 2d, and/or 2e)  
OR an explanation included in SAE Description.

Year ?	2018	
<b>1. Revenues from Operations ?</b>		
a. Closing Current Inventory ?	\$424	
b. Beginning Current Inventory ?	\$25	
<b>c. Change in Current Inventory ?</b>	<b>\$399</b>	
d. Cash Sales ?	\$25	
e. Value Used at Home (Non-Cash) ?	\$0	
f. Value of Production Transferred to other enterprise, Transferred to Non-Current, Bartered or Labor Exchanged (Non-cash) ?	\$0	
<b>g. Gross Revenues (Change in Current Inventory and Total Sales) ?</b>	<b>\$424</b>	
<b>2. Expenses from Operations ?</b>		
a. Inventory Purchased for Resale (Cash) ?	\$40	
b. Inventory Purchased for Resale (Non-cash transfers) ?	\$0	
c. Cash Expenses (all other types) ?	\$350	
d. Non-cash Expenses (Transferred, Bartered, or SAE Labor Exchange) ?	\$0	
e. Contributed Non-cash Expenses (Gift or non-SAE Labor Exchange) ?	\$0	
<b>f. Total Operating Expenses ?</b>	<b>\$390</b>	

# REVIEW CHECKLIST

## ■ SECTION 5

### ■ FFA ACTIVITIES AT THE CHAPTER LEVEL

- Candidate performed at least 10 FFA activities at the chapter level (not included in any other part of the application)

2nd Annual Ag. Literacy Day	18
8th Grade Visits	17
Big Spring FFA Annual Ag. Literacy Day	17
Big Spring FFA Annual Ag. Olympics	16
Big Spring FFA Annual Banquet	15,16
Big Spring FFA Annual Golf Tournament	16
Big Spring FFA Teacher Dinner	17
Big Spring School Board Meeting Presentation	17
Chapter Fun Night	16
Chapter Fun Night: Veteran Card Making	15
Cumberland County Farm Bureau Banquet	16

# REVIEW CHECKLIST

## ■ SECTION 6

### ■ FFA ACTIVITIES ABOVE THE CHAPTER LEVEL

- Candidate performed at least 5 (5) DIFFERENT FFA activities above the chapter level, be careful of same activities with varied descriptions. (not included in any other part of the application)

CDE: Environmental & Natural Resources - Cumberland County Envirothon		18
Regional Speaking LDE's		18
Representative Keller's Breakfast		18
Senior Prepared Speaking Contest: CDP Area		18
Meet Your State Officer Night At Hoss's		17,18
CDE: Senior Prepared Public Speaking - CDP Area Speaking Contest		17
CDE: Senior Prepared Public Speaking - South Central Regional Public Speaking Contest		17
CDP Area Tie-Blanket Night		17
Office: President	17	17

# REVIEW CHECKLIST

## ■ SECTION 7 and 8

### ■ COMMUNITY SERVICE

- Are the organizations listed those that benefitted from the service?  
(Not the member's FFA Chapter and not chapter fundraiser activities)
- Are there 25 hours and at least 2 DIFFERENT activities?
- **Fundraisers for groups where student is a member do not count.**  
(i.e. – FFA, 4-H, Church, Sports Teams, etc.)

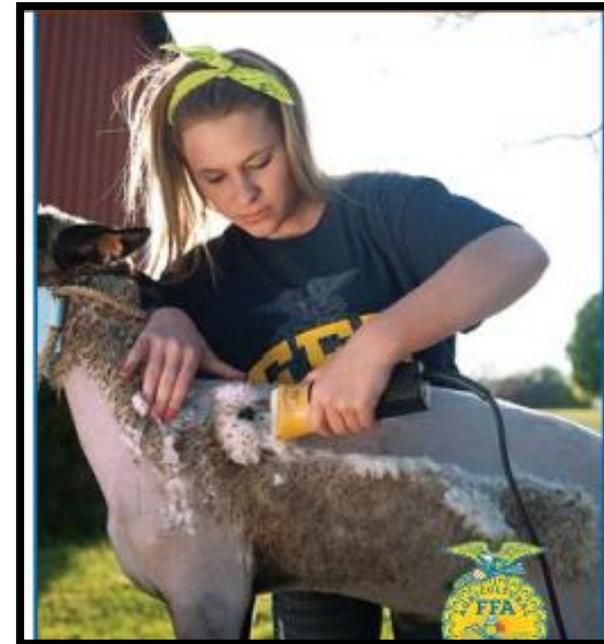
2017		
Individual / Group / Organization to whom service was PROVIDED	Service performed and whom you performed the service with if applicable	Hours
Carlisle Community	I babysit children in the community and played games with them as a date night hosted by our gymnastics team. Parents were then free for the evening.	5.00
Cumberland County Conservation District	We helped package trees for a tree sale held at the Cumberland County Penn State Extension office which benefited people in the community.	5.00
Green Ridge Village Retirement Center	We made Tie-Blankets to give to Green Ridge Village for their senior citizens.	2.50
Operation Christmas Child	I helped to fill over 200 shoe boxes for children that do not receive any christmas presents.	2.00
Pennsylvania Gymnastics: State Clinic	I was able to lead a group of 25 gymnasts through a day camp where i helped keep the gymnasts in my group motivated and on task. I helped to run the event and organize the team building activities.	8.00
Washington Leadership Conference: Meals of Hope	We packaged over 66,000 meals to help benefit the homeless of Washington D.C. to help fight world hunger.	2.00
	<b>TOTAL</b>	<b>24.50</b>

# PHOTO

## ■ SECTION 9

### ■ PHOTO

- One photo and complete caption of an SAE project is included.
- Remember to include safety practices
- HINT: Describe the action and discuss skills learned/knowledge gained.



Shearing lambs keeps them cool in the summer and can expose skin issues and injuries. Having a helper makes sure that my lamb stays on the shearing stand.

## Electronic Signatures

- Will not appear in the pdf of the application
- Checklist will indicate Signatures have been completed.
- Checklist may be updated from this version



### 2021 Pennsylvania FFA State Degree (Keystone)

#### Checklist of Minimum Qualifications

Item	Value
Candidate has been an active FFA member for at least the immediate past 24 months.	MET
Candidate has the Chapter and Greenhand FFA Degree.	MET
Non-cash income and expense is balanced each year on the Income/Expense Report.	MET
Accuracy Check for the Balance Sheet (Assets = Liabilities + Equity) & Growth	MET
Candidate has recorded of at least 25 hours community service and at least 2 different activities. (Organizations and activities must be manually reviewed in records.)	PENDING REVIEW
Student qualifies for the Degree with earnings, productively invested, and hours.	MET
Student has done at least 10 activities at the Chapter level.	MET
Student has done at least 5 activities above the chapter level. Activities must be manually reviewed in records.	PENDING REVIEW
Student has a record of 2 years of agriculture education completed.	MET
Student is a junior, senior or has already graduated.	MET
Student has met all additional requirements.	MET
Submitted SAE Photos	MET
Candidate has obtained the required electronic signatures and approvals.	MET

# SIGNATURE PAGE

- Signature page will be included in the application and will be ignored.

## Statement of Candidate and Parent/Guardian

We have prepared this application and certify that the records are true, complete and accurate and we hereby permit for publicity purposes the use of any information included in the application with the exception of the following:

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Candidate's Signature

## Certification

We have verified the application and find that the statements contained herein are such that we are able to recommend him/her for the Degree/Award. Furthermore, we verify that he/she has conducted themselves in a manner to be a credit to the organization, chapter, school and community.

\_\_\_\_\_  
Date

\_\_\_\_\_  
FFA Advisor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Verifying FFA Advisor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Superintendent or Principal Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
State Advisor or State Executive Committee Signature

## Candidate's Scholastic Record

I hereby certify this applicant has achieved a high school record of "C" or better and has a satisfactory record of scholarship and participation in school activities.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Guidance Counselor



# 2021 Pennsylvania FFA State Degree (Keystone)

## Checklist of Minimum Qualifications

Item	Value
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Candidate has the Chapter and Greenhand FFA Degree.	MET
Non-cash income and expense is balanced each year on the Income/Expense Report.	MET
Accuracy Check for the Balance Sheet (Assets = Liabilities + Equity) & Growth	MET
Candidate has recorded of at least 25 hours community service and at least 2 different activities. (Organizations and activities must be manually reviewed in records.)	PENDING REVIEW
Student qualifies for the Degree with earnings, productively invested, and hours.	MET
Student has done at least 10 activities at the Chapter level.	MET
Student has done at least 5 activities above the chapter level. Activities must be manually reviewed in records.	PENDING REVIEW
Student has a record of 2 years of agriculture education completed.	MET
Student is a junior, senior or has already graduated.	MET
Student has met all additional requirements.	MET
Submitted SAE Photos	MET
Candidate has obtained the required electronic signatures and approvals.	MET

# ADDITIONAL REQUIREMENTS



The screenshot shows a web application interface for 'Degree/Application Manager'. The header is blue with the FFA logo on the right. A left sidebar contains a menu with items like 'Return to App Mgr', 'Instructions', 'Cover', 'Basic Setup', 'Additional Requirements', 'SAE - Placement & Fndl.', 'SAE - Entrepreneurship', 'Income/Expense Stmt', and 'Ending Current Inventory'. The main content area is titled 'ADDITIONAL REQUIREMENTS' and contains three rows of requirements, each with a 'Yes' dropdown menu.

ADDITIONAL REQUIREMENTS	
Candidate has performed 10 procedures of parliamentary law.	Yes ▼
Candidate has presented a 6 minute speech on a topic relating to agriculture or FFA.	Yes ▼
Candidate has participated in planning & completion of the chapter program of activities.	Yes ▼

The Additional Requirements page reflects Parliamentary Procedure skills, Public Speaking Skills and Participation in carrying out the Chapter Program of Activities.

**Don't forget to complete this page in the application.**

# 2024 KEYSTONE FFA DEGREE

QUESTIONS??

