



Georgia FFA Association GENERAL CDE & AWARD GUIDELINES

PREFACE

This bulletin is designed to provide the rules and regulations for FFA area, region and state career development events and awards. Information pertaining to these events and awards, as well as blank applications and forms may be obtained from your regional coordinator for agricultural education information can also be obtained by accessing the National FFA website, www.ffa.org or through the Georgia FFA Association website, www.georgiaffa.org.

Awards are based on recommendations and sponsorship- changes could occur. To ensure continued support, teachers and students are urged to acknowledge appreciation to sponsors through written notes and words of gratefulness. Please refer to the Georgia FFA Foundation for specific information about awards.

PURPOSE

This bulletin is provided as a resource for FFA members and advisors. It contains pertinent information concerning competitive events and award programs. These programs and events are intended to supplement classroom instruction given by the agriculture teacher/FFA advisor.

The events and awards are designed to:

1. Stimulate interest in the instructional program
2. Stimulate interest in agricultural occupations
3. Reward FFA members at the local, area, region and state levels for exceptional accomplishments in progressing toward specific career objectives in agriculture.

ELIGIBILITY

This section should be read and reviewed carefully. A non-eligible student will be disqualified before an event begins, or could cause the team to be disqualified if the mistake is not discovered until the event has been completed.

1. To participate in any award or event (including livestock shows) a student must be an FFA member. (NOTE: To be eligible to be a member of the FFA, a young person must be an agricultural education student. *See Active Membership section below.*) The chapter roster which includes their name and information must have been received in the state FFA office. FFA membership rosters are due October 15th each year. Supplemental rosters must be received in the state FFA office 10 days prior to the event.
2. Events and awards are open to **ALL** FFA members, including special needs students.
3. To be eligible for awards in a specific area, that area must be included in the teacher's course calendar. Work completed prior to enrolling in agricultural education or that was not taught in the classroom will not be accepted. Students must make managerial decisions and have participated in the operative aspects of the project or instructional program.
4. Concerning events with a national level of competition: No student who has won a CDE with a national competition will be allowed to compete in another CDE until after the national competition. In the event that multiple CDEs happen on the same day above the chapter



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level, a student may compete in only one event. For example, a student who wins a speaking CDE may not participate in a team CDE after winning the speaking competition or a student may not be a member of two state winning CDE teams even if they are an alternate on one of the teams. However, a student who is a member of the state winning forestry field day team may participate in another CDE if they are not one of the members certified for national competition and a student who is a member of another state winning team/event may participate in the field day as long as they are not one of the members certified to participate in the team activity. This includes ALL CDE's with national competitions, except those where the competition is not held in conjunction with the National FFA Convention (land evaluation).

5. Once a student becomes a state winner in any division (i.e. Junior, Senior, Middle School, High School) of any Career Development Event, that student is ineligible to compete in that same division of that CDE again. This includes team and individual CDE competitions. Students who are state winners in Junior or Middle School divisions can compete in the Senior or High School divisions of that CDE the next year if they meet the grade qualification for that division.
6. Once a student competes in a national level CDE, regardless of whether that student was a member of the state winning team that qualified; that student is ineligible to compete in that CDE again on any level (i.e. sub-Area, Region, State).
7. In a given year, no student may participate in more than one state level speaking CDE that have national competition. This includes Prepared Public Speaking, Extemporaneous Speaking, and Creed Speaking events.
8. No student may participate in the junior and senior division of an event in the same year.
9. All members of a team must be members of the FFA chapter that registered them. Chapters are allowed to compete with fewer than number required for a "complete" team. All students entered that are not part of an official team are eligible only for individual awards, not team awards. See page 3.
10. Any team that qualifies to compete in a State CDE by winning a competition on the Area or Region level should then be represented at the State CDE by at least a majority (50% plus 1) of the team members who qualified for the State event. Any team who cannot meet this guideline will allow the next highest ranking team to advance to state competition.
11. Please consult awards and events individually, as some have specific eligibility requirements.
12. No team that has competed and won an identical activity in another organization is eligible to compete for one year, i.e. your county 4-H livestock judging team that wins the state 4-H competition may not enter the FFA competition until the next year.



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ACTIVE MEMBERSHIP

Members must be enrolled in at least one agricultural education course during the school year and/or follow a planned course of study; either option must include a supervised agricultural experience program, the objective of which is preparation for an agricultural career. For awards and events above the chapter level, students must be FFA members.

For membership requirements for specific awards and events, such as degrees and proficiencies, please refer to the section of this bulletin designated to those awards and events.

JUNIOR & SENIOR DIVISIONS

1. The junior division is grades 6-9 and the senior division is grades 9-12.
2. Students in grade 9 may choose which division to enter, but may not enter both in the same year.
3. No student may participate in the junior & senior divisions of the same event in one school year.
4. For Agriscience Fair divisions, please see that specific section of this bulletin.
5. Please note that some national level activities have varying age requirements. Students in grade 6 are not eligible for some activities.

REVISIONS

This bulletin is revised periodically. Teachers and staff are encouraged to make recommendations for improvement. Please send your recommendations to the State FFA Office. Revisions are due in writing no later than May 10 of each year in order to be considered for the coming year's guidelines.

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GENERAL PROCEDURES

These policies and procedures are intended to make uniform the way in which all career development events and FFA Award Programs are conducted. Please consult these procedures with any questions as they apply to all career development events and award programs sponsored by the Georgia FFA Association.

PHILOSOPHY FOR STATE FFA ASSOCIATION CAREER DEVELOPMENT EVENTS

The state association should promote individual, chapter and team career development events. Awards should be based on cooperation and teamwork while recognizing the value of competition and individual achievement. The role of career development events and awards is to motivate students and encourage leadership, personal growth, citizenship and development in an agricultural career.

Students should be recognized for achievement in career development events and awards. Quality standards should be used as a basis for achievement. The state association should ensure that the recognition is appropriate and meaningful. Recognition for achievement should be reflective of the total effort required by the chapter/team/individual and should take place at all levels of participation.

The state association shall encourage accessibility and provide opportunities for achievement and recognition for students with diverse backgrounds. High expectations should be consistently communicated to those who are involved in career development events and awards.

GENERAL RULES AND OFFICIAL POLICIES

Violations of any of the following rules may be grounds for the event superintendent to disqualify the participants.

TEAM ACTIVITIES

The primary goal of team career development events and awards is to develop individual responsibilities, foster teamwork, and promote communication skills while recognizing the value of ethical competition and individual achievement. A team career development event/award requires three or more members from one chapter working together cooperatively. Team CDE's and awards are intended to be an outgrowth of instruction.

Team CDE's should:

- Include problem solving and critical thinking
- Promote an appreciation for diversity by reducing barriers to participation
- Promote new directions and focus on future needs of members of society
- Include cooperative activities
- Encourage broad participation among members and recognize excellence within levels of experience
- Recognize individual/team achievement, develop leadership and recognize levels of ability
- Provide local recognition for superior performance at the area/region and the state level



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WRITTEN MATERIALS

All written tests and any material which is published in any career development event will be available after the event through the State FFA webpage, www.georgiaffa.org,

ELIGIBILITY

Please refer to the eligibility section of the preface that precedes this General Procedures Section.

The Georgia FFA Association Constitution provides flexibility to meet the needs of students enrolled in non-traditional programs. For the purposes of participating in Georgia FFA Career Development Events, a student needs to be enrolled in at least one agricultural education course during the year they qualify to participate.

SELECTION & CERTIFICATION OF TEAMS

Teams may be comprised of four members, unless otherwise stated in the specific award guidelines. There are exceptions and variations; please see the corresponding chart for specific information.

Advancing to state level competition in the proficiency award program, the state stars program, the leadership award, EMC and FFA week requires area/region competition. Please see each award for specific details.

Round robin eliminations will be held at the area level for prepared public speaking (junior and senior), parliamentary procedure (junior and senior), extemporaneous speaking, creed speaking, job interview, the FFA quiz and the discussion meet. The top two individuals from each area will advance to state competition.

All FFA contestants are required to wear complete official dress for all award functions.

Teams must be selected at an area or region career development event held between the immediate previous state FFA career development event and prior to the state FFA career development event in which they are competing.

The regional coordinator of agricultural education must certify that participants who qualify to advance to state competition are eligible. If an ineligible student is entered in any career development event, the entire team of which that student is a member shall be declared ineligible.

FFA membership is the responsibility of the FFA advisor(s). Each regional coordinator must certify all participants who qualify for state competition to the State FFA Association 10 days prior to the specific state FFA career development event. If an area CDE is held inside 10 days from the state CDE, the participants should be certified no later than 2 working days after the area CDE is held.

The names of all CDE and award program participants for Area events should be submitted to the Region office at least 5 days prior to the event. Names of all CDE and award program participants



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for State events should be submitted to the State FFA Office at least 5 days prior to the event. Any additions or deletions inside of 5 days must happen on site at the event check-in. Teams/students not entered at least 5 days ahead of time may not be allowed to participate.

Membership of students added onsite will be confirmed following the event. If at that time, a member is found to be ineligible, the team may be disqualified. On-site registered participants must also meet all the qualifications listed in this book for eligibility.

Area CDE's and FFA award programs shall follow the same rules as outlined in this state CDE bulletin. Regional coordinators shall have the flexibility to change the format and points schedule based upon time and facility requirements.

Please consult the following chart for official dress and participant number requirements. Realizing that the purpose for allowing an alternate, a 4th team member, to compete is to provide more opportunities for involvement, increase the educational value, and help to enhance team performance. An alternate 4th member competing is not required in those events where the top three scores comprise the team score



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<u>Event</u>	<u>Official Dress</u>	<u>Number of Contestants Allowed (per team)</u>
Agricultural Communications	Yes	3
Agricultural Electrification	Yes	1
Agricultural Mechanics	No	4
Agricultural Sales	Yes	4
Agriscience Fair	Yes	1-2
Creed Speaking	Yes	1
Dairy Cattle	Yes	4
Discussion Meet	Yes	1
Extemporaneous Speaking	Yes	1
Farm Business Management	Yes	4
Floral Design	Yes	1
Floriculture	Yes	4
Forestry	No	4 (11 for the field day)
Horse	Yes	4
Job Interview	Yes	1
Land Evaluation	No	4
Lawnmower Operations	No	1
Livestock	Yes	4
Marketing Plan	Yes	3
Meats Evaluation	No	4
Nursery & Landscape	Yes	4
Parliamentary Procedure	Yes	6
Poultry	Yes	4
Prepared Speaking	Yes	4
Quiz	Yes	1
Tractor Operation & Maintenance	No	1
Wildlife Management	No	4

1. Chapters with fewer than the required number of team members may compete in a CDE, but those students are only eligible for individual awards. The chapter is not eligible for team awards. If the top three scores are counted, then a full team is considered 3 with 4 allowed to compete.
2. In any CDE or FFA award program above the chapter level, chapters are allowed to have only one entry unless otherwise specified by the Region Coordinator and/or Event Superintendent.

3. Disqualification:
 - a. Any communication, verbal or non-verbal, between participants during a CDE will result in disqualification.
 - b. Teams arriving after the event has begun may be disqualified or penalized. No member substitutions may be made after the event begins.
 - c. Any assistance given to a team member from any source other than the event officials or assistants will be sufficient cause to eliminate the team from the career development event.



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- d. Event superintendents may stop any participant if they deem their manner to be hazardous either to themselves or others. Such stoppage shall deem the individuals disqualified for that section of the career development event.
1. Participants are expected to observe the National FFA Code of Ethics and the Proper use of the FFA Jacket during the career development events. (Please see the latest edition of the Official FFA Manual.)
2. Official FFA dress is highly recommended for all participants where appropriate and required for all award functions, i.e. banquets and state convention. Please refer to the previous list.
3. Participants or advisors will not be allowed in the career development event area as designated in the specific career development event rules. Infractions of this statement may result in team disqualification.
4. Accessibility for all students- the event superintendent will be responsible for scheduling assistance from a different chapter to assist participants with disabilities and/or impairments. Chapters must notify the event superintendent at least 10 days prior to the event of any special needs.
5. Preliminary results for all state FFA career development events will be made by the event superintendent with the official results released through communication coordinated by the FFA executive secretary.
6. Any local chapter seeking a waiver of a State FFA Board Policy or Procedure must submit in writing, under the chapter advisor's signature, to the state FFA advisor. After study by the appropriate staff, the waiver request will

be judged and the event superintendent and others concerned notified of the decision. Any waiver request must be submitted at least 30 days prior to the scheduled event.

TEAM & INDIVIDUAL AWARDS

Please consult specific events and programs in this bulletin for award information.

Awards are made possible by the Georgia FFA Foundation. Any questions regarding awards should be directed to the FFA executive secretary and/or the foundation director.

CAREER DEVELOPMENT EVENT & AWARD PROGRAM ADDITIONS/DELETIONS

1. Georgia FFA staff in cooperation with the Georgia FFA Board of Directors is expected to be proactive in developing new or initiating changes within existing career development events to insure they meet the needs of FFA members.
2. The FFA Board of Directors shall be comprised of the State Advisor, Executive Secretary and each Regional Director.
3. The FFA Board of Directors shall appoint six committees to review all FFA award guidelines every three years. Committees will be appointed in: Animal Science, Ag Mechanics, Horticulture, Forestry, Leadership, and SAE. Committees will be comprised of the state staff in each technical area and 1 ag teacher per Region. Committees will meet in late May.
4. Three years following the initiation of a new career development event, 10 chapters should be participating and 18 chapters after the next three year period in order to retain the state career development event.



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5. In addition, if 10 chapter advisors develop a proposal for a new career development event, the Georgia FFA staff would conduct a study for the validity of the career development event and make a recommendation to the Georgia FFA Board of Directors. The same process may be used to eliminate a state career development.
6. New career development events will only be conducted on the state level when participation reaches 15 teams and is representative of all regions. Area competitions/eliminations will be conducted the following year.
7. If a state career development event were to fall below 10 participants, teams or individuals, for two consecutive years, the event would be eliminated.
8. The Georgia FFA Association will certify chapters for national competition in an area where there is no state CDE when a chapter requests such, with the understanding that the chapter will provide their own travel expenses. Eliminations will be required if more than one chapter requests certification.
9. The Georgia FFA Board of Directors shall approve all changes in the general plan, rules and methods of selecting winners.
4. Cooperation among various activities occurs, to the degree possible, to promote the interconnectedness of agriculture and agricultural education.
5. New and innovative ideas are being put forward for consideration.
6. As many students as possible have the opportunity to participate.
7. A constant process of local advisor in-service on proper use of these activities as tools for learning is being championed.
8. All activities are operated consistently with State FFA Board policy.
9. Activities are conducted within available budgets approved by the FFA board and, if appropriate, the FFA foundation board.

Committee Membership

- A. There will be five area sub-committees, each focusing on a specific area of the program, and one overall advisory committee that oversees all career development events.
- B. The five area sub-committees will be: horticulture, agricultural mechanics, forestry, leadership/communication/FFA and animal science.
- C. Each of the five area sub-committees will be comprised of three state staff members working in that technical area. One of the staff members shall be designated by the state FFA advisor as committee chair.
- D. The overall CDE advisory committee shall be comprised of the state FFA advisor, who also serves as chair, the state FFA executive secretary, and all regional coordinators.
- E. The advisory committee is responsible for making CDE policy and providing direction based on the recommendations and input provided by the five area sub-committees.

STATE FFA AWARDS & CAREER DEVELOPMENT EVENT ADVISORY COMMITTEE

Purpose: to advise the State FFA Board of Directors on issues impacting both the State FFA career development event and awards to ensure:

1. All activities are consistent with industry needs
2. All activities are available to all members
3. All activities are conducted openly, fairly and in a quality manner



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- F. There will also be a grievance committee to hear all complaints and concerns regarding the results or manner in which an event was handled. The grievance committee shall be comprised of either the State Advisor or the FFA Executive Secretary, one Regional Coordinator, the Chair of all five sub-committees, and one representative of the GVATA Executive board.
- G. Grievances should be submitted in writing to the Superintendent of the CDE (Area or State) with 24 hours of the date of CDE in order to be considered.

Meeting Schedule

1. The CDE advisory committee and the five area sub-committees shall meet at the spring State Staff meeting following the State FFA Convention to report on the completion of activities and provide input into the winter meeting agenda.

Rules Committee

1. The rules committee will be chaired by the state FFA advisor and also include the state FFA executive secretary, the chair of the sub-committee for the area of the event in question, and the regional coordinators.
2. The rules committee shall meet only when necessary to make decisions and interpret the rules and regulations of the State FFA career development events.
3. All decisions of the rules committee will be final.

4. The committee will resolve detailed written appeals associated with scoring errors only.

State FFA Career Development Event Committee Responsibilities

The State Career Development Event Committee should:

1. Broadly represent the interests of all parties involved with the agricultural education/FFA system; including but not limited to area teachers, state staff and teacher educators.
2. Elect an event superintendent for each CDE to a three-year term.
3. Develop and propose a three-year budget for each CDE to be approved by the appropriate state FFA staff.
4. Develop committee assignments cooperatively with FFA staff.
5. Be large enough to manage all activities.
6. Be responsible for the identification of the number of teams eligible to participate at the state level: encourage and soliciting participation from all areas and region.
7. The State FFA Board of Directors is responsible for the oversight of the CDE committee.
8. The State FFA Board of Directors is comprised of the State FFA Advisor, State FFA Executive Secretary and the three Regional Coordinators.
9. All questions/comments should be directed to the State FFA Office.