

## Area of Evaluation

Ag Ed Enrollment:	IF No....
<b>Review Cover Page: Executive Summary #4, 5a, 5b</b> (Front Cover of application if needed) a. Have satisfactorily completed the equivalent of at least three years (540 hours) of systematic secondary school instruction in an ag education program, <u>or</u> have completed at least the equivalent of 360 hours of systematic secondary school instruction in ag education and one full year of enrollment in a postsecondary agricultural program, <u>or</u> have completed the program of ag education offered in the secondary school last attended.	Add feedback on sticky note
Activities:	If No.....
<b>Community Service:</b> A min. of 50 hours of Community Service is listed *At least 3 different activities of service *Activities are NOT duplicated as an SAE <b>See Section E. Journal</b> (Community) <b>Journal reflection must be complete</b> <b>Reference:</b> Community Service Guidelines on the Ohio FFA website	Add feedback on sticky note
SAE Quality:	IF No....
<b>Annual Review (Scope):</b> Does EACH agriculturally related SAE in each year have a defined description of the project identifying the type of animal, crop, business, or research that tells the student role and responsibility and/or purpose of the SAE? <b>NOTE: This should be able to stand alone in understanding the kind of SAE and how it is agriculture in nature by the reader.</b>	Add feedback on sticky note
<b>SAE Plan Description:</b> Does EACH SAE description define scope, duration, employer name, title position, if a job defines terms of payments, products/production handled, related to SAE type (Ent, Plct, Resrh)? <b>Signatures on Plans are not required. Results on Plans are not required.</b> <b>See Section F. SAE</b> (General Tab)	Add feedback on sticky note
<b>SAE Plan(s) Time:</b> Does EACH SAE have a planned use of time that describes the hours planned for the project, common activities and time frame for the project? <b>See Section F. SAE</b> (General Tab)	Add feedback on sticky note
<b>SAE Plan(s) Financial (applies to research &amp; entrepreneurship):</b> Does EACH SAE describe the planned use of cash and non-cash and explains the need of non-current capital items (equip, breeding animals, etc.), or if research defines financial needs? <b>See Section F. SAE</b> (General Tab)	Add feedback on sticky note
<b>SAE Plan(S) Learning Objectives:</b> Does EACH SAE have learning objectives listed or selected that relate to the project? <b>See Section F. SAE</b> (General Tab)	Add feedback on sticky note
<b>SAE Plan(s) Budget (Entrepreneurship/and Research only):</b> Does EACH SAE have a budget of income and expenses related to the project? <b>See Section F. SAE</b> (General Tab)	Add feedback on sticky note
<b>SAE Finances (Entrepreneurship Only):</b> Does EACH SAE have appropriate expenses for the project such as (a) inventory for resale ( <i>seed, livestock, product for resale</i> ) (b) expenses to grow SAE ( <i>feed, fertilizer, etc</i> ) , (c) expenses to manage SAE ( <i>rent, supplies, medications, etc</i> ), (d) expenses for quality ( <i>bedding, custom hire machinery</i> ), (e) returns ( <i>products sold with detail \$/lb, \$/Bu, \$/hd., \$/item</i> ) realistic for SAE size/scope listed in plan. <b>RESEARCH: Funding and Cash expenses ONLY</b> <b>See Section F. SAE</b> (Finance Tab)	Add feedback on sticky note
<b>SAE Finances (Entrepreneurship Only):</b> Does EACH SAE have appropriate Market Value Adjustments at year end (if listed) that are reasonable and appropriate for the SAE ( <i>feed/hay, replacements, show steers, feeder animals, grain on storage</i> ) Non-Cash purchase can claim market value ONLY, Cash purchase claims all \$ invested. <b>See Section F. SAE</b> (Finance Tab) <b>Check P/L Tab, section 1 - Ending Inventory (Must be detailed in Ending Current Inventory Page in the App = Item description + (SAE NAME)</b>	Add feedback on sticky note
<b>SAE Finances (Entrepreneurship/Research Only):</b> If the project includes breeding animals, equipment or machinery, are items complete (% use) listed in Non-Current Asset Usage? <b>See Section F. SAE</b> (Finance Tab). Also, are the non-current item transactions of sales and transfers appropriate? <b>See Section H. Other transactions</b> (Finance Tab)	Add feedback on sticky note

<b>SAE Finances and Journals (Paid Placement Only):</b> Does the project have at least daily, weekly, or monthly journal hours that are <u>within 10% of paycheck hours</u> and do the journal and paychecks follow the SAE Plan? <b>Journal reflections must be complete</b> ~ <i>TAXES withheld should be included when appropriate for company placements</i> <b>See Section F. SAE</b> (Finance & Journal Tab)	<i>Add feedback on sticky note</i>
<b>SAE Journals (Unpaid Placement and Research only):</b> Does the journal records entered follow the SAE plan (weekly, monthly or other), and are the SAE skills chosen appropriate for the project. Are lab hours reflective of simulated or school-based enterprise following Work-based learning guidance? <b>Journal reflections must be complete</b> ( <i>Entrep Journals not required for degrees</i> ) <b>See Section F. SAE</b> (General & Journal Tab)	<i>Add feedback on sticky note</i>
<b>Education Expenses:</b>	<b>IF No....</b>
ONLY post-secondary education/training tuition, books and class fees can be claimed as educational expenses. Housing, food, travel, etc. expenses may not be claimed.	
<b>Scholastic Record - Award application Cover</b>	<b>IF No....</b>
Have a record of outstanding leadership abilities and community involvement and have achieved a high school scholastic record of "C" or better as certified by the principal or superintendent.	<i>Add feedback on sticky note</i>