

Postmarked Due July 15

**AGRICULTURAL PROFICIENCY
CERTIFICATION**

Having applications disqualified during national finalist competition after the applicant has received state recognition and the publicity that accompanies such recognition has to be a disappointment to the student, an embarrassment to the state and national organizations, a very undesirable task for a panel of judges and most of all very difficult to explain to the sponsor of the activity. To improve the quality of applications submitted, and to eliminate the need to disqualify an application at the national finalist level of competition each agricultural proficiency award application submitted should be certified by the state advisor. The state advisor should appoint a team to review each application and only send those on to national competition that have a positive response to each of the statements listed on the Entrepreneurship and/or Placement Review forms.

ENTREPRENEURSHIP
AGRICULTURAL PROFICIENCY
REVIEW

NAME OF APPLICANT: _____

AWARD AREA: _____

REVIEWED BY : _____

Note: Applicants using the National FFA Template already have a review which is part of the application. You **DO NOT** have to complete this review also, it is identical. If you do not use the template please attach a completed copy of this review to each Entrepreneurship Agricultural Proficiency application that is sent on for national consideration.

YES NO

- ___ ___ 1. Applicant has been an active FFA member for each year covered by this application, **Cover Page, Line 20. (Consult state copy of membership roster for each year.)**
- ___ ___ 2. Applicant has included his/her Social Security number, **Cover Page, Line 5.**
- ___ ___ 3. Applicant has been out of high school for no more than one year, **Cover Page, Line 19**, or is still enrolled in high school.
- ___ ___ 4. Applicant has graduated and has completed at least three full years of agriculture, or all of the agriculture offered in the school last attended, **Cover Page 1, Line 16.**

***NOTE:** Applicants that are still in high school at the time of applying are eligible to participate at all grade levels. Applicants need to have a minimum of one full calendar year of records to apply for a national level proficiency award.*

- ___ ___ 5. Applicant has in operation, and has maintained at least one calendar year of SAE records to substantiate an outstanding SAE program, which exhibits comprehensive planning, managerial and financial expertise, **Pages 2-9.**
- ___ ___ 6. Kind of Businesses/Enterprises listed on **Page 6 a/b, Section IV**, Scope, relates to the Efficiencies Attained recorded on **Page 7, Section VII.**
- ___ ___ 7. After the first year the beginning/current inventory, **Page 6 a/b, Line 1b** is the same as the closing/current inventory for the previous year, **Page 6 a/b, Line 1a**. After the first year the beginning/non-current inventory, **Page 6 a/b, Line 4c**, is the same as the closing/non-current inventory, **Page 6 a/b, Line 4a.**
- ___ ___ 8. All non-cash current/operating expenses recorded on **Page 6 a/b, Lines 2c and 2e** were also reported as income on **Page 6 a/b, or between Line 1f and or 1g** or if not directly related to the SAE in **Section VIII, or X.**

- ___ ___ 9. *Applicant's Total Return to Capital, Labor and Management has been accurately transferred from **Page 6 a/b, Line 6**, to **Page 8, Section XI, Line 1**.
- ___ ___ 10. * Applicant's Non-Cash Income Not Related to this Award Area has been accurately transferred from **Page 8, Section VIII** to **Page 8, Section XI, Line 2**.
- ___ ___ 11. * Applicant's Earned Income Not Related to this Award Area has been accurately transferred from **Page 8, Section IX** to **Page 8, Section XI, Line 3**
- ___ ___ 12. * Applicant's Gifts, Inheritances and Other Non-Earned Income has been accurately transferred from **Page 8, Section X** to **Page 8, Section XI, Line 4**.
- ___ ___ 13. The Maximum Possible Increase in Owner's Equity, **Page 8, Section XI, Line 7**, must exceed/or equal the Gain in Owner's Equity, **Page 8, Section XI, Line 8**.
- ___ ___ 14. The Total Inventory Change, **Section V, Line 1c** (calculated by adding all numbers across the page in line 1c on page 6) is equal to the difference in operating inventory from beginning to end of the project as shown on **Page 5, Section III, Line 2** Total Current/Operating Inventory.
- ___ ___ 15. Applicant has included no more than a two-page résumé.
- ___ ___ 16. Applicant has included no more than a one-page written evaluation by the most recent employer and/or agriculture instructor describing the progress that the applicant has made in developing the skills and competencies necessary for success within the award area in which they are applying.
- ___ ___ 17. Applicant has included a maximum of six photographs with captions containing less than 50 words each.
- ___ ___ 18. Applicant has included a maximum of one page (maximum size 8 1/2" X 11") of additional information. This may **NOT** include the following: Video tapes; computer disk; CD Roms; DVD's; etc.
- ___ ___ 19. The application is properly signed by applicant, parent or guardian, chapter advisor, school superintendent or principal, and State FFA Advisor.
- ___ ___ 20. Does the Beginning, Related to Proficiency (A), Total Current/Operating Assets, **Page 7, Line 1d** match the beginning/current/operating inventory for the first year of the program, **Page 6 a, Line 1b**?
- ___ ___ 21. Does the Ending, Related to Proficiency (C), Total Current/Operating Assets, **Page 7, Line 1d**, match the ending/current/operating inventory for the last year of the program, **Page 6 a/b, Line 1a**,?

- ___ ___ 22. Does the Beginning, Related to Proficiency (A), Total Non-Current/Capital Assets, **Page 7, Line 2c**, match the beginning non-current/capital inventory for the first year of the program, under Non-Current/Capital Transactions, **Page 6 a, Line 4c**?
- ___ ___ 23. Does the Ending, Related to Proficiency (C), Total Non-Current/Capital Assets, **Page 7, Line 2c** match the ending inventory for the last year of the program, under Non-Current/Capital Transactions, **Page 6 a/b, Line 4a**.

* **The computer version will automatically make these transfers**

**PLACEMENT
AGRICULTURAL PROFICIENCY
REVIEW**

NAME OF APPLICANT: _____

AWARD AREA: _____

REVIEWED BY: _____

Note: Applicants using the National FFA Template already have a review which is part of the application. You **DO NOT** have to complete this review also, it is identical. If you do not use the template please attach a completed copy of this review to each Placement Agricultural Proficiency application that is sent on for national consideration.

YES NO

- ___ ___ 1. Applicant has been an active FFA member for each year covered by this application, **Cover Page, Line 20. (Please consult state copy of membership roster for each year.)**
- ___ ___ 2. Applicant has included his/her Social Security Number, **Cover Page, Line 5.**
- ___ ___ 3. Applicant has been out of high school for no more than one year, **Cover Page 1, Line 19**, or is still enrolled in high school.
- ___ ___ 4. Applicant has graduated and has completed at least three full years of agriculture, or all of the agriculture offered in the school last attended, **Page 1, Line 16.**
NOTE: Applicants who are still in high school at the time of applying are eligible to participate at all grade levels. Applicants need to have a minimum of one full calendar year of records to apply for a national level proficiency award.
- ___ ___ 5. Applicant has in operation and has maintained at least one calendar year of SAE records to substantiate an outstanding SAE program, which exhibits comprehensive planning, managerial and financial expertise, **Pages 2-9.**
- ___ ___ 6. The total hours that a student lists on **Page 4, Section II** are greater than or equal to the hours listed in **either** the **“Skills”** portion of **Section IV. Pages 6 and 7** or the **“Activities”** portion of **Section IV, page 8.**
- ___ ___ 7. Applicant has included no more than a two-page resume.
- ___ ___ 8. Applicant has included no more than a one-page written evaluation by the most recent employer and/or agriculture instructor describing the progress that the applicant has made in developing the skills and competencies necessary for success within the award area in which they are applying.
- ___ ___ 9. Applicant has included a maximum of six photographs with captions containing less than 50 words each.

- ___ ___ 10. Applicant has included a maximum of one page (maximum size 8 1/2" X 11") of additional information. This may **NOT** include the following: Video tapes; computer disk; CD Roms; DVD's; etc.

- ___ ___ 11. The application is properly signed by applicant, parent or guardian, chapter advisor, school superintendent or principal, and employer or placement supervisor, and submitted to the State FFA Advisor.