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4-H Project Record Form for all Animal and Poultry Projects
 (Complete this page at beginning of project)

_____ Name of Project _____ Year _____

Name: _____ County: _____

Address: _____ City: _____ Zip: _____

Phone: _____ Years in 4-H: _____ Years in Project: _____

Age as of August 31: _____ Birthdate: (MM,DD,YY) _____

Name of 4-H Club: _____

Planning Your Project

What do you want to learn and/or do in this project this year?

| Project Goals | Date Accomplished |
|---------------|-------------------|
| | |
| | |
| | |
| | |
| | |
| | |
| | |

This project planned and began:

Date: _____ Signature of 4-H member _____

Date: _____ Signature of Parent or Guardian _____

What is a 4-H project?

A 4-H project is the center of the 4-H experience. Projects are selected by members parents and leaders based on interest, abilities, family situation, facilities and availability of leadership for the project. A member who enrolls for the first time is encouraged to take only one project. As a member gains knowledge and experience, the size of the project may be increased and additional projects selected. At the age of 12 or 13, a member should consider developing a project plan based around a major project. This plan will guide the member throughout the rest of his or her 4-H career. Projects continued year after year should be increased in size and varied in learning experiences when possible. When enrolling for additional projects, try to include projects related to other project work. For example, a foods project might be complemented with gardening and poultry projects, or a livestock project might be complemented with veterinary science, safety or woodworking projects.

Who can have a 4-H project?

Any boy or girl, ages 9 to 19, who is enrolled as a 4-H member.

How is a project conducted?

A project may be conducted by participating in a project group with instructions from a project leader or by planning and conducting a 4-H project with the help of an adult leader.

How is a project completed?

A project is completed after activities are over and the project record is turned in to a 4-H leader. One 4-H project, including a project record, should be completed each year.

Why are records included as a part of 4-H projects?

Recordkeeping is an important part of the 4-H program. Records: (1) teach the skill of recordkeeping, (2) encourage good work, (3) show progress, growth and accomplishment, (4) help direct future plans and (5) help determine recognition.

Instructions for the Project Record**How do I prepare the record book at the beginning of my project?**

PLAN, DESCRIBE AND TAKE INVENTORY OF THE PROJECT. Complete page one and the description and beginning inventory on page three with the help of a parent and/or leader. The 4-H member, parent and leader sign on page one after discussing the plans, the project and record requirements.

How do I prepare the record book during my project?

CONDUCT PROJECT AND PARTICIPATE IN PROJECT ACTIVITIES. As the project is conducted, management and activity records should be kept on a daily, weekly or monthly basis.

How do I prepare the record book at the end of my project?

SUMMARIZE PROJECT AND DETERMINE FINAL RESULTS. 4-H projects end when animals or poultry are sold, at the end of the 4-H year in August or at the time records are turned in to the County Extension Office. Total the columns in the Management Record and complete the inventory at the end of the project to determine profit or loss. Complete the optional records if they apply and the project summary. The total project record is reviewed by the 4-H member and leader and then signed.

Type of Animal or Poultry Projects

The total 4-H animal or poultry project may include one or all of these projects and may involve more than one animal or poultry item in any type:

1. Market or Training and Developing Project: Any project bought for the purpose of feeding, developing and/or training for sale.
2. Breeding and/or Production Project: any project bought or raised and used for the purpose of breeding and/or producing animals.
3. Management and Training Project: Any project bought or raised and used for the experience of management and training.

Project Description

Describe the 4-H project including the beginning inventory at the beginning of the project. The ending inventory should be completed at the end of the project and will be the beginning inventory for next year.

| Type of Project | Number or Names | Breed | Sex | Age |
|-----------------|-----------------|-------|-----|-----|
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

Inventory of Animals and Equipment

| A. Beginning of Project | Amount | B. End of Project | Amount |
|---|-------------|--|------------------|
| Animals or fowl | No. \$ | Animals or fowl | No. \$ |
| Equipment | | Equipment | |
| Other | | Other | |
| TOTAL VALUE | \$ | TOTAL B | \$ |
| Cost of animals or fowls purchased and their expenses (Total expenses from page 4) | + | Earnings, savings or sales during year (Total income from page 5) | + |
| TOTAL A | \$ | TOTAL B | \$ |
| | | TOTAL A | - |
| | | Project profit or (loss) | <u><u>\$</u></u> |

Activities Record
(Record activities and things learned as you complete them during the year)

List specific things learned from this project:

List all activities: demonstrations, talks, judging activities, exhibits, clinics, workshops, tours, shows, etc. participated in and related to this project:

List awards and recognition: medals, ribbons, trips, plaques, scholarships, etc. received in this project:

Leadership. List what you did to assist other in this project. Explain briefly what you did, include numbers of people taught and involved and list the results for each item:

List community service and citizenship activities related to this project:

**Optional Feeding Project Summary
for Commercial and Market Animals or Fowl**
(Complete parts of this page only if applicable to project)

| Items | Results |
|--|---------|
| 1. No. animals fed | |
| 2. Total final weight | |
| 3. Total starting weight | |
| 4. Total pounds of gain (subtract Item 3 from Item 2) | |
| 5. Average pounds gain per animal or bird (Item 4 ÷ Item 1) | |
| 6. No. of days on feed | |
| 7. Average gain per day per animal or bird (Item 5 ÷ Item 6) | |
| 8. Total pounds of feed fed | |
| 9. Pounds of feed per 100lb. gain (Item 8 ÷ Item 4 x 100) | |
| 10. Total cost of feed (include pasture) | |
| 11. Feed cost per 100 lb. gain (Item 10 ÷ Item 4 x 100) | |

Breeding and Production Project Summary

| Items | Results |
|---|---------|
| 1. No. breeding animals or fowl | |
| 2. No. offspring born or hatched | |
| 3. No. offspring weaned | |
| 4. Average age at weaning | |
| 5. Average weight at weaning | |
| 6. Total pounds wool or mohair | |
| 7. Average pounds wool or mohair per animal | |
| 8. Pasture rent | |
| 9. Feed cost | |
| 10. Total feed and pasture cost (add Item 8 and Item 9) | |
| 11. Feed and pasture cost per animal (Item 10 ÷ Item 3) | |

Project Summary
(Complete this section at the end of the project)

Write a brief paragraph explaining what your project has meant to you, including things liked, any unusual or interesting experiences, goals accomplished and future plans.

This project completed and reviewed:

Date: _____ By: _____
Signature of Parent/Guardian

Agriculture and Natural Resources • Family and Consumer Sciences • 4-H and Youth Development • Community Development

Extension programs serve people of all ages regardless of socioeconomic level, race, color, sex religion, disability, or national origin.
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