BOYLE COUNTY 4-H/FFA 2016
INVESTMENT IN YOUTH LIVESTOCK SALE RULES

The Boyle County 4-H/FFA Investment in Youth Sale is a subsidiary entity of the Boyle County 4-H Council, Inc. Boyle County FFA is a cooperating partner with the Boyle County 4-H Council, Inc., for this event. All rules, conduct, fundraising, and financially-related activities must conform to the rules of Kentucky 4-H and the Federal tax laws applicable to 4-H entities.

ARTICLE I: RULES APPLYING TO YOUTH PARTICIPANTS

1. Consignor must live in Boyle County or attend a school in Boyle County for a minimum of 6 months during the academic/program year (September-August).

2. Age Requirements:
   A. 4-H
      i. Age is determined according to Federal rules for establishing age in the 4-H program which is age as of January 1 of current program year.
      ii. Youth must be ages 5-18
      iii. Youth ages 5-8 may not have a market steer or heifer project.
      iv. All decisions regarding questions of 4-H youth age and resulting participation are the sole responsibility of the 4-H Agent(s).
   B. FFA
      i. Participation is determined by good standing as a member of Boyle County FFA.
      ii. Good standing is defined as a dues-paying member.
      iii. Post-high school graduate members of Boyle County FFA must be members in good standing and may participate through their fourth National Convention after graduation. For example, if youth graduates in 2016, he/she may participate in the Investment in Youth Sale in 2016, 17, 18, and 19.
      iv. All decisions regarding questions of FFA youth eligibility and resulting participation are the sole responsibility of the FFA Advisors.

3. Youth may sell one and only one animal in the Investment in Youth Sale annually.

4. Educational Requirements:
   A. 4-H Youth:
      i. Must complete a minimum of 6 hours of Certified Livestock Leader-led instruction as a member of the Boyle County 4-H Livestock Club during the program year.
         a. Documentation of completion of hours is the responsibility of youth. Youth must sign in at every event in which they participate.
         b. Certified Livestock Leaders are responsible for ensuring documentation paperwork is provided to Extension Staff,
hours are recorded accurately, and hours that should be awarded per event are provided to Extension Staff responsible for maintaining records.

c. All decisions regarding 4-H youth compliance with educational requirements is the sole responsibility of the 4-H Agent(s).

ii. Must be currently enrolled in Boyle County 4-H.

B. FFA Youth:

i. Must complete FFA educational hours through classes in Boyle County Vocational Agriculture program unless he/she is a post-high school graduate.

ii. Post-high school graduates in some form of formal post-secondary education who are dues-paying members of Boyle County FFA may participate but must complete all requirements as designated by Boyle County FFA Advisors.

iii. Post-high school graduates not in some form of formal post-secondary education must provide a minimum of two educational sessions on animal science topics (minimum session length 1 hour) to younger livestock project youth in local 4-H and/or FFA programs, in cooperation with the 4-H Certified Livestock Leader Team or FFA Advisors.

iv. All decisions regarding FFA youth compliance with educational requirements are the sole responsibility of the FFA Advisors.

5. Record Book Requirement:

A. All youth (4-H and FFA) must complete the designated market animal 4-H/FFA project record book.

B. Record books for each year are to be made available to youth for pick up beginning in September.

C. Completed record books are to be turned in to the 4-H Agent or FFA Advisor(s) for review by the Supervisory Committee or its designee(s) no later than October 1.

i. "Completeness" shall be determined by the Supervisory Committee or its designee(s).

ii. Record books determined to be "incomplete" shall be returned to the youth for completion.

a. Such records must be completed and returned to the Extension office for review before December 1 and before participant may receive check from sale of animal.

b. Records that are not completed and returned to the Extension office for final review by December 1 shall result in forfeiture of the Sale proceeds above the established support price for that animal the night of the Sale.

C. Such records are not eligible for any awards.
D. Youth shall receive their payment checks only after all requirements for the year are complete, including turning in the "completed" Record Book containing all information no later than October 1 and its review as satisfactory by the Supervisory Committee or its designee(s).

E. After October 1, Record Books shall be judged by the Supervisory Committee or its designee(s). The winning Project Record Books shall be rewarded as follows:
   i. The winning Senior (ages 14 and up) will receive $100.
   ii. The winning Junior (ages 9-13) will receive $100.
   iii. All Cloverbuds will receive a participation prize (no competition).

6. Service to Livestock Program Requirement: All youth (4-H and FFA) must participate in the set-up and clean-up of the livestock shows sponsored by the Boyle County Fair. Scheduling of clean-up and set-up events that youth must participate in will be determined by the Superintendent(s) of the Boyle County Fair livestock shows.

7. Marketing Requirement:
   A. All youth planning to sell must participate in the “Sales, Marketing, and Communications” educational workshop that will be provided by 4-H/FFA in the spring/summer each year.
      i. Consignors ages 5-10 must attend this workshop every year with parent/guardian.
      ii. Youth ages 11 and up must have attended this workshop at least once.
      iii. Any youth beginning the market animal program after the age of 10 must attend this workshop in his/her first year in the program.
   B. All youth planning to sell must contact a minimum of 5 community members or businesses regarding the sale. Youth may ask contacts to attend the sale, provide a donation to the Boyle County 4-H/FFA Investment in Youth Sale pool, or to personally bid on the youth’s animal.
   C. All marketing contacts must be documented by youth on the marketing requirement/marketing contacts form. All marketing contacts must be documented to count towards the 5 contact minimum requirement.
   D. The five minimum marketing contacts must be made by every consignor every year and must be complete by the date of the August pre-sale, mandatory meeting. The marketing requirement/marketing contacts form must be completed and turned in no later than the August pre-sale, mandatory meeting.

8. "Learning about Livestock” Participation Requirement:
   A. All participants must choose either 4-H or FFA to complete their requirements within a Sale year. Youth must declare which program they will participate in on the "Intent to Participate" form due January 15. All requirements to participate in the Sale must be met through either 4-H or FFA, depending upon which program is declared. A mixture of 4-H and FFA programming to achieve requirements will not be accepted. There will be no waivers or exceptions to this rule.
B. All consignors must participate in at least one of the following events each year prior to August pre-sale, mandatory meeting (availability of programs determined annually by 4-H Agent(s) and FFA Advisors):
   i. Member of 4-H and/or FFA Livestock Judging Program participating in a minimum of 1 contest and 3 workouts. (Last date to sign up determined by coach.)
   ii. Member of 4-H Livestock Skillathon Program participating in a minimum of 1 contest and 3 workouts. (Last date to sign up determined by coach.)
   iii. Member of 4-H and/or FFA Meats Judging Program participating in a minimum of 1 contest and 3 workouts. (Last date to sign up determined by coach.)
   iv. Member of 4-H and/or FFA Dairy Judging Program participating in a minimum of 1 contest and 3 workouts. (Last date to sign up determined by coach.)
   v. Any FFA Livestock Proficiency Contest (FFA youth only)
   vi. 4-H Dairy Jeopardy Contest
   vii. Any of the following public speaking contests:
      a. Boyle County 4-H Communications Contest (including Talk Meet and Demonstrations Contest).
      b. Any FFA public speaking contest (excluding in class presentations) as designated by the FFA Advisors. (FFA youth only)
   viii. Individual participation in a KDA Livestock Camp or at least one KDA Livestock Skillathon/Judging day-long event at any of the regional Expo shows. Participation may be confirmed with KDA via enrollment forms and contest results.

C. Participation in the 4-H/FFA events must be documented with the 4-H Agent(s) or FFA Advisors by 4-H and FFA youth respectively. It is the responsibility of youth to make sure Agent/Advisor has documented his/her participation in the event.

D. All requirements must be complete by August pre-sale, mandatory meeting and all documentation must be turned in to the 4-H Agent(s) or FFA Advisors by this date to be considered.

E. Determination of events eligible to meet this requirement is the sole decision of the 4-H Agent(s) for 4-H and the FFA Advisors for FFA.

9. Sale Committee Participation Requirement:
   A. A parent/guardian of each participating youth (including college students) and all youth ages 11 and up except college students are required to attend at least three Sale Committee meetings. At a minimum, meetings should be conducted in October, December, February, April, and August. All youth must attend all meetings called as “mandatory.”
   B. Every youth participant shall take an active role (as determined by the Supervisory Committee) on at least two subcommittees of the Sale Committee, one of which shall be the Sale Set-up/Take-down Committee.
C. At least one parent/guardian of every youth participant shall take an active role (as determined by the Supervisory Committee) on at least two subcommittees of the Sale Committee, one of which shall be the Sale Set-up/Take-down Committee.

D. All youth participants and at least one parent/guardian of every youth participant shall participate in the set-up and tear-down of the Sale and any related Sale-day events (such as Appreciation Dinner).

10. Consignors must wear official current program year Boyle County 4-H/FFA Investment in Youth t-shirts during the auction and any related activities attached to the Sale (e.g., during Appreciation Dinner). FFA Jackets may be worn for photographs with buyers after the Sale.

11. All youth must complete an “Intent to Participate” form by January 15 of the Sale year and return it to the Boyle County Cooperative Extension Office, 99 Corporate Drive, Danville, KY 40422. Form must include all requested information and signatures to be considered complete. Requests for exceptions in a particular year may be addressed in writing to the Supervisory Committee until the date of the last sales, marketing, and communications workshop.

12. Requirements for Youth to Receive Sale Proceeds:
   A. Youth must turn in complete Record Book containing all information through the sale of the animal and final accounting by October 1 and it must be reviewed as “complete” by the Supervisory Committee or its designee(s).
   B. Youth and parent/guardian must have "participated" in the take-down/clean-up after the Sale as determined by the Supervisory Committee.
   C. Thank you note written by youth for buyer must be delivered to the Sale Committee by or completed by the youth at the post-sale check distribution meeting to be mailed to buyer.
   D. Buyer’s plaque must be delivered by December 1.

13. Hard copies of all forms must be submitted to the Boyle County Extension office by the date indicated for each. Forms will be dated when received to verify requirements.
ARTICLE II: RULES APPLYING TO ELIGIBLE MARKET ANIMALS

1. Must meet all KUIP requirements as established by Kentucky 4-H and Kentucky FFA. There will be no waivers or exceptions to this rule.
   A. Only properly KUIP-tagged animals in the name of the exhibitor may be sold.
   B. Youth may not sell a non-KUIP-tagged animal from the current project year.
   C. Youth may not sell any animal that is not properly registered and tagged in the youth's name. Co-tagged animals are eligible as long as the participating youth's name is listed as one of the co-tagging exhibitors.

2. Must meet all paperwork and filing requirements established by Kentucky 4-H and Kentucky FFA, including declaration of ownership and location of animal forms.

3. At a minimum, youth must have exhibited KUIP-tagged animals in the following:
   A. Steers, Lambs, and Goats
      i. Boyle County Fair market class
      ii. Any Kentucky Department of Agriculture Expo, Preview, or District Show
      iii. Any 2 other shows
   B. Swine
      i. Boyle County Fair market class
      ii. Any 2 other shows
   C. It is not mandatory that the animal the youth intends to sell in the Investment in Youth Sale be exhibited at all of these events. It is mandatory that the youth exhibits a KUIP-tagged market animal of the same species as their sale animal.
   D. All show requirements must be documented using official Investment in Youth Show Participation forms to be completed by youth. All show requirements must be officially documented to count towards the show minimum requirement.
   E. The show requirements must be completed by the August pre-sale, mandatory meeting and Show Requirement Completion form must be turned in to the 4-H Agent(s) or FFA Advisors by that date.

4. Exhibitor Requirements:
   A. Sale animals may not be shown at any required show by anyone other than the person designated as the exhibitor on the animal’s KUIP paperwork.
   B. If any exhibitor wishes to be granted an exception from this rule, a written explanation of the situation and request for exemption must be provided to the Supervisory Committee before September 1 for review and ruling.
   C. Consignors are limited to one exemption to this rule per season. In extenuating circumstances, the consignor must make a written request to the Supervisory Committee prior to the second or greater event from which he/she requests an exemption for review and ruling.
5. **Weight Requirements:**
   A. The day of the Investment in Youth Sale, all animals must meet the following **minimum weight requirements** and have a minimum body condition score of 3 as determined by qualified independent individual assigned by Supervisory Committee.
      i. Lambs = 115 lb
      ii. Steers = 1,000 lb
      iii. Goats = 75 lb
      iv. Swine = 225 lb
   B. Weight is to be determined at scales and time designated by Sale Committee and weigh-in will be conducted by 4-H/FFA staff.
   C. All issues regarding weight of any animal must be brought to the attention of the Supervisory Committee prior to the Sale.
   D. In the event of any controversy regarding an animal’s weight, the Supervisory Committee (all members present or able to be contacted) will make the final decision regarding disposition of the animal.
   E. The Sale Committee Chair will call in official sale weights and sale order to Extension office for publication after show and just prior to sale. This information will be the official weights of the Sale and changes to order and participation will not be accepted once this call is made.
   F. Every animal will have its weight recorded along with its KUIP tag number. KUIP tag numbers (and Scrapie tags for goats and sheep) will be checked as animals are loaded for transport after the sale.

6. **Other Sale Day Requirements:**
   A. Animal must be healthy, as determined by rules and regulations of the Kentucky Department of Agriculture Division of Animal Health.
   B. Animal must be in show condition, as determined by Supervisory Committee.
   C. Animal must be adequately broken to lead and youth must be capable of safely controlling animal in sale setting, as determined by Supervisory Committee.

7. **Sale order will be determined by a pre-sale show with animals sold in order of placing in their species’ class.** Champion and Reserve Champion animal in each species will receive banners. Beef will sell first, followed by (2016) goats, swine, sheep; (2017) sheep, goats, swine; (2018) swine, sheep, goats; etc.

8. **Under no circumstances may animals be donated back to consignor.**
   A. If the buyer accepts the support price, the animal must go directly to the support price provider.
   B. If the buyer pays full price for the animal, the buyer must take immediate possession of the animal or make arrangements to have the animal transported directly to slaughter or otherwise disposed of (excluding returning to the consignor in any fashion or arrangement).
   C. If a buyer wishes to donate the animal back, it must be auctioned again as part of the Sale and the proceeds designated to the Investment in Youth Sale Committee.
9. Animal identification will be verified by Supervisory Committee or its
designee(s) at conclusion of sale as animals are loaded for transport. Every
animal sold must leave the grounds with the designated transportation service.
Only animals sold in the Sale that evening will be transported.

10. Delivery of processed animals is the responsibility of the buyer. Forms and
assistance will be available to buyers at checkout. Investment in Youth Sale
volunteers will arrange for animals to be delivered to the slaughter facility chosen
by the Sale Committee, but buyers must arrange for pick-up or delivery of the
processed animal.

ARTICLE III: RULES APPLYING TO THE INVESTMENT IN YOUTH SALE

SALE COMMITTEE

1. The Boyle County 4-H/FFA Investment in Youth Sale shall be conducted by a
Sale Committee consisting of:

A. All youth planning to participate in the Sale in a given program year.
B. The parents/guardians of those youth.
C. The current advisors of Boyle County FFA (ex officio).
D. The current agent(s) of Boyle County 4-H or other Extension Agent as
   designated by Extension District Director in the absence of 4-H Agent(s)
   (ex officio).
E. The Treasurer of the Boyle County 4-H Council, Inc. (ex officio).
F. Any community member invited by the Boyle County FFA advisors or
   Boyle County 4-H agent(s) to participate.

2. Voting Privileges on the Sale Committee are granted as follows:

A. One vote per youth planning to participate in the Sale in a given program
   year.
B. Two adult votes per youth planning to participate in the Sale in a given
   program year.
C. One vote per adult community member invited to participate by the Boyle
   County FFA advisors and/or Boyle County 4-H agent(s).
D. In the case where there are more than two parents/guardians involved in
   the Sale Committee on behalf of a youth participant, only 2 parents/
   guardians may be designated to vote.
E. In a situation where more than two parents/guardians are involved in the
   Sale Committee and there is a disagreement about whom among the
   parents/guardians will be allowed to vote, the two voters shall be
   designated by the Boyle County FFA advisors/Boyle County 4-H agent(s).

3. Sale Committee Functions:

A. With the approval of the Supervisory Committee, the Sale Committee
   shall make all decisions and arrangements regarding:
   i. Date, time, and location of the sale
   ii. Details of associated events (such as appreciation dinner)
   iii. Advertising and promotion, including t-shirts, all media contacts
       and interactions, banners, etc.
iv. Thank-you gifts and procedures for buyers and community supporters

v. Market prices to be published

vi. Market outlets for those buyers not wishing to retain animals

vii. Slaughter facilities to be used

viii. Information on pick-up and delivery of processed meat to provide to buyers

ix. Publication of sale catalog and related print materials

x. Other functions as agreed upon the Sale Committee and the Supervisory Committee

B. The Sale Committee should meet (minimally) in October, December, February, April, and August. Other meetings as necessary may be called.

C. The Sale Committee shall elect officers at the October meeting after the Sale in September.

D. Officers of the Sale Committee shall include:
   i. Chair, duties to include:
      a. Create agenda with input from officers
      b. Preside over meetings
      c. Communicate important dates and deadlines with participants
      d. Prior to each meeting, confirm records of participation and paperwork completion with Extension office staff and provide copies of records to participants when helpful
      e. Call in official sale weights and sale order to Extension office for publication after show and just prior to sale

   ii. Vice-Chair, duties to include:
      a. Preside over meetings in the absence of Chair
      b. Supervise all Committee Chairs and assure all committees are working on assigned tasks
      c. Work with all Committee Chairs to have committee reports ready to present at each called meeting
      d. Ensure that all youth and parent(s) are "participating" in one committee in addition to the Sale Set-up/Take-down Committee

   iii. Secretary, duties to include:
      a. Keep an accurate record of meetings in minutes including a list of all attendees
      b. Conduct a roll-call at all mandatory events and provide documentation of participation to the Extension office
      c. Keep track of all requested and approved waivers and document when a waiver is used to satisfy a mandatory requirement

   iv. Treasurer, duties to include:
      a. Present a financial report at each called meeting; request this information from the Extension office at least two weeks prior to the meeting
b. Monitor (in cooperation with Extension office staff) and report on Pool contributions at each called meeting

c. Work with Extension office staff to insure financial information is current

E. Committees within the Sale Committee shall include:
   i. Sale Logistics – including arranging for facility, arrangements for set up and tear down, all audiovisual equipment, ring set up and decoration, etc.
   ii. Advertising and promotion
   iii. Marketing
   iv. Appreciation Dinner – food
   v. Appreciation Dinner – all other arrangements
   vi. Youth participation – including t-shirt design and selection, exhibition of displays, tokens of appreciation for buyers and supporters, etc.
   vii. Fundraising for both Sale and Pool
   viii. Education
   ix. Sale Set-up/Tear-down including setting up for and cleaning up after both the Appreciation Dinner and the Sale (mandatory for all youth and one parent/guardian per youth up to 2 adults per family)
   x. Other ad hoc committees as created by the Sale Committee or Supervisory Committee

F. Every youth participant shall take an active role (as determined by the Supervisory Committee and monitored by the Vice Chair) on at least two of the above committees, one of which shall be the Sale Set-up/Tear-down Committee.

G. At least one parent/guardian of every youth participant shall take an active role (as determined by the Supervisory Committee and monitored by the Vice Chair) on at least two of the above committees, one of which shall be the Sale Set-up/Tear-down Committee.

H. All youth participants and at least one parent/guardian of every youth participant shall participate in the set-up and tear-down of the Sale and any related Sale-day events (such as Appreciation Dinner). Any family that does not comply with this rule may be barred from participating in the next year’s sale.

I. Purchases to be made by the Sale Committee:
   i. All expenses related to the conduct of the sale, including marketing, advertising, food, equipment and facility rentals, brochures, supplies, decorations, etc.
   ii. The Committee will purchase one Investment in Youth Sale t-shirt per consignor. Others may purchase the shirts through the Sale Committee.
   iii. The Committee will purchase two buyer’s plaques per consignor. Others may be purchased by the consignor through the Sale Committee.
J. Input on the governing rules
   i. All suggested rule changes, amendments, new rules, or modifications must be submitted in writing to the Sale Committee Secretary at least 3 weeks prior to the called meeting at which rule changes will be voted upon. Suggested format should include:
      a. Statement of the problem being addressed
      b. Exact wording of suggested new rule or change to existing rule
      c. Rationale behind suggestion
      d. Name and contact information of Sale Committee member making suggestion
   ii. The Secretary will make all suggested rule changes available (via website, social media, email, and/or postal mail) to the families of all Sale participants for at least 2 weeks prior to the called meeting.
   iii. All votes on suggested rule changes, amendments, new rules, or modifications will be conducted by secret ballot.
   iv. All suggested rule changes, amendments, new rules, or modifications approved by a majority of the Sale Committee will be forwarded in writing to the Supervisory Committee by November 1 for consideration.

SUPERVISORY COMMITTEE
1. The Supervisory Committee shall consist of:
   A. Sale Committee Chair and Vice-Chair
   B. Boyle County FFA advisors
   C. Boyle County 4-H agent(s)
   D. Treasurer of Boyle County 4-H, Inc.
   E. Two leaders from the local agricultural community
      i. A list of recommended members will be collected annually from the Sale Committee.
      ii. Boyle County 4-H Agent(s) and Boyle County FFA Advisors will contact those recommended.
2. Supervisory Committee Functions:
   A. Consider all suggested new rules, amendments, and modifications to these rules. New rules, modifications, and amendments voted upon by the Sale Committee must be submitted in writing to the Supervisory Committee by the Secretary by November 1 of the year prior to the sale. Rules for the current sale will be established by December 1 of the year prior to the sale.
   B. Select and make arrangements for transportation of all animals from Sale to slaughter facility or buyer.
   C. Verify that all animals sold in the Sale are transported by official designee at conclusion of the Sale.
D. Oversee all financial transactions including recruitment of funds in the name of 4-H, FFA, the Boyle County 4-H/FFA Investment in Youth Sale, and any related 4-H/FFA entity.

E. Intervene in any financial transaction deemed to negatively impact the Boyle County 4-H/FFA Investment in Youth Sale, Boyle County FFA, the Boyle County 4-H Council, any FFA/4-H entity, or youth participants, including but not limited to all donations or efforts to recruit donations or support, all matters concerning Investment in Youth funds, and all transfers of funds from donors and to youth participants.

F. Arrange for the conduct of a financial review or audit of financial procedures as deemed necessary by the Committee or by the Boyle County Extension District Board or Boyle County 4-H Council (the tax-exempt entities responsible for all tax issues involving the Boyle County 4-H/FFA Investment in Youth Sale).

G. Determine youth participant and animal compliance with all Sale rules and requirements.

H. Rule on all requests for exceptions to Sale rules and requirements and communicate the outcome of all waiver requests to the Sale Secretary.

FINANCES

1. A Sale commission fee shall be collected for every animal sold and shall be equal to 4% of the original gross sale price of the animal.

2. All funds generated by and for the Investment in Youth Sale and all donations sought on behalf of and received in the name of the Boyle County 4-H/FFA Investment in Youth Sale shall be deposited in and distributed through the single, official bank account of the Boyle County 4-H Council, Inc.

3. All funds generated by requests for donations to the Boyle County 4-H/FFA Investment in Youth Sale made in the name of this sale, Boyle County 4-H, Boyle County FFA and/or youth (as a group) involved in 4-H/FFA must be directed to the Treasurer of the Boyle County 4-H Council, Inc., upon receipt.

4. No funds requested or collected in the name of the Boyle County 4-H/FFA Investment in Youth Sale may be retained by any individual or group for the purpose of bidding on animals; purchasing animals; donating to the sale, sale committee, Livestock Club, FFA, or any other 4-H or FFA entity; or in any other way benefiting 4-H or FFA or any of their related entities. All such funds must be forwarded to the Treasurer of the Boyle County 4-H Council, Inc., upon receipt.

5. All funds collected in the name of the Boyle County 4-H/FFA Investment in Youth Sale will be spent in accordance with the donors’ wishes to the greatest degree possible. Where there is a conflict between the donors’ wishes and the ability of the Sale Committee to comply with those wishes, the Supervisory Committee shall resolve the situation with the donor.

6. All funds collected by any individual or group from any source designated as “pool” funds to be combined with donations from other donors for the purpose of bidding on animals during the sale shall be collected under the name “Friends of Boyle County 4-H and FFA.” All such funds shall be collected and deposited into the single, official bank account of the Boyle County 4-H Council, Inc.
7. Funds collected for any other purpose beyond placement in the official pool designated by the name “Friends of Boyle County 4-H and FFA” shall not be made in the name of Boyle County 4-H or Boyle County FFA. Requests for such funds must be made in the name of the youth they will benefit (when asking to purchase a particular animal) or the non-4-H/FFA entity they will benefit (e.g., donations of meat from processed animals to children’s home, church, school, etc.).

8. All pool dollars shall be expended on the night of the Sale:
   A. Either by spending directly for the purchase of animals through a designated bidder selected by the Supervisory Committee.
      i. The designated bidder cannot be a near-relative of any Investment in Youth Sale consignors (parents, siblings, grandparents, stepparents, step-siblings, step-grandparents, guardians).
      ii. The designated bidder will be selected based on ability to buy multiple animals and manage a limited amount of funds, reliability, and understanding of the role of pool funds. Bidder may or may not be from Boyle County.
   B. Or as a donation to the Investment in Youth Sale fund within the official bank account of the Boyle County 4-H Council, Inc.

9. All requests for donations to the pool shall be accompanied by a Boyle County 4-H/FFA Investment in Youth Sale Information for Donors brochure and a Donors Form. The brochure and form will be made available to youth and adults at the “Sales, Marketing, and Communications” workshop in the spring/summer.

10. All funds designated for the Boyle County 4-H/FFA Investment in Youth Sale within the official bank account of the Boyle County 4-H Council, Inc., are the legal responsibility of the Boyle County 4-H Council, Inc., and the Boyle County Extension District Board which are responsible for filing tax documentation annually and ensuring sound financial procedures are in place. The Boyle County 4-H Council, Inc., shall therefore be provided with originals of all financial documents pertaining to the Investment in Youth Sale, including but not limited to, all bills, all cash and checks donated for deposit, requests for documentation of tax-exempt status, etc. The Treasurer shall work with the Treasurer of the Boyle County 4-H Council, Inc., and the 4-H Agent(s) or his/her designee to ensure these items are paid/deposited in a timely manner and that all requests for information regarding the financial status of the Investment in Youth Sale receive appropriate responses.

11. Any consignor, parent/guardian, or interested party deemed to be requesting donations or accumulating or handling funds in a manner inconsistent with the rules and regulations of the Boyle County 4-H/FFA Investment in Youth Sale, the Boyle County 4-H Council, Inc., and/or the Boyle County Extension District Board shall be asked by the Supervisory Committee either to conform to the rules as written or to desist all activities related to donations/funds. Parties (consignors, parents/guardians/interested third parties) who do not conform to the rules and regulations risk dismissal of the consignor from the Sale the following year.

12. All decisions regarding the dismissal of a youth participant from the Sale for the failure to abide by the rules regarding financial donations/funds by the consignor,
a parent/guardian, or by an interested third party shall be made by the 4-H Agent(s) and the Boyle County 4-H Council, Inc., with input from the Supervisory Committee and the Boyle County Extension District.

ARTICLE IV: REQUESTS FOR EXCEPTIONS TO RULES

1. Any request for an exception to any rule must be made in writing prior to the beginning of the Sale.
2. Requests for exceptions shall be addressed to the Supervisory Committee and will be reviewed by the Supervisory Committee (all members present or able to be contacted).
3. The decision of the Supervisory Committee shall be final.
ARTICLE V: CODE OF CONDUCT

1. As a participant in the Boyle County 4-H and/or FFA Youth Livestock Program, I agree to abide by all the rules and regulations of the sale, including the following. I understand that if I violate any of these rules I may be dismissed from participation in the Boyle County 4-H/FFA Investment in Youth Sale, the Boyle County 4-H Livestock Program, or Boyle County FFA.

2. I agree to conduct myself in accordance with and abide by the National Code of Show Ring Ethics as follows, inserting the Boyle County 4-H/FFA Investment in Youth Sale in place of all references to competitive livestock events and environments, including fair and livestock shows:

"Exhibitors of animals at livestock shows shall at all times deport themselves with honesty and good sportsmanship. Their conduct in this competitive environment shall always reflect the highest standards of honor and dignity to promote the advancement of agricultural education. This code applies to junior as well as open class exhibitors who compete in structured classes of competition. This code applies to all livestock offered in any event at a livestock show. In addition to the National Code of Show Ring Ethics, fairs and livestock shows may have rules and regulations which they impose on the local, county, state, provincial, and national levels.

“All youth leaders working with junior exhibitors are under an affirmative responsibility to do more than avoid improper conduct or questionable acts. Their moral values must be so certain and positive that those younger and more pliable will be influenced by their fine example. Owners, exhibitors, fitters, trainers, and absolutely responsible persons who violate the code of ethics will forfeit premiums, awards, and auction proceeds and shall be prohibited from future exhibition in accordance with the rules adopted by the Boyle County 4-H/FFA Investment in Youth Sale. Exhibitors who violate this code of ethics demean the integrity of all livestock exhibitors and should be prohibited from competition at all livestock shows in the United States and Canada.

“The following is a list of guidelines for all exhibitors and all livestock in competitive events:”

“1. All exhibitors must present, upon request of fair and livestock show officials, proof of ownership, length of ownership, and age of all animals entered. Misrepresentation of ownership, age, or any facts relating thereto is prohibited.

“2. Owners, exhibitors, fitters, trainers, or absolutely responsible persons shall provide animal health certificates from licensed veterinarians upon request by fair or livestock show officials.

“3. Junior exhibitors are expected to care for and groom their animals while at fairs or livestock shows.

“4. Animals shall be presented to show events where they will enter the food chain free of violative drug residues. The act of entering an animal in a livestock show is the giving of
consent by the owner, exhibitor, fitter, trainer and/or absolutely responsible person for show management to obtain any specimens of urine, saliva, blood, or other substances from the animal to be used in testing. Animals not entered in an event which culminates with the animal entering the food chain shall not be administered drugs other than in accordance with applicable federal, state, and provincial statues, regulations and rules. Livestock shall not be exhibited if the drugs administered in accordance with federal, state, and provincial statues, regulations, and rules affect the animal’s performance or appearance at the event.

“5. Any surgical procedure or injection of any foreign substance or drug or the external application of any substance (irritant, counterirritant, or similar substance) which could affect the animal’s performance or alter its natural contour, conformation, or appearance, except external applications of substances to the hooves or horns of animals which affect appearance only and except for surgical procedures performed by a duly licensed veterinarian for the sole purpose of protecting the health of the animal, is prohibited.

“6. The use of showing and/or handling practices or devices such as striking animals to cause swelling, using electrical contrivance, or other similar practices are not acceptable and are prohibited.

“7. Direct criticism or interference with the judge, fair or livestock show management, other exhibitors, breed representatives, or show officials before, during, or after the competitive event is prohibited. In the furtherance of their official duty, all judges, fair and livestock show management, or other show officials shall be treated with courtesy, cooperation, and respect and no person shall direct abusive or threatening conduct toward them.

“8. No owner, exhibitor, fitter, trainer, or absolutely responsible person shall conspire with another person or persons to intentionally violate this code of ethics or knowingly contribute or cooperate with another person or persons either by affirmative action or inaction to violate this code of ethics. Violation of this rule shall subject such individual to disciplinary action.

“9. The application of this code of ethics provides for absolute responsibility for an animal’s condition by an owner, exhibitor, fitter, trainer, or participant whether or not he or she was actually instrumental in or had actual knowledge of the treatment of the animal in contravention of this code of ethics.

“10. The act of entering an animal is the giving of consent by the owner, exhibitor, fitter, trainer, or absolutely responsible person to have disciplinary action taken by the fair or livestock show for violation of this Code of Show Ring Ethics and any other rules of competition of the fair or livestock show without recourse against the fair or livestock show. The act of entering an animal is the giving of consent that any proceedings or disciplinary action taken by the fair or livestock show may be published with the name of the violator or violators in any publication of the International Association of Fairs and Expositions, including Fairs and Expositions and any special notices to members.
“11. The act of entering an animal in a fair or livestock show is the giving of verification by the owner, exhibitor, fitter, trainer, or absolutely responsible person that he or she has read the IAFE National Code of Show ring Ethics and understands the consequences of and penalties provided for actions prohibited by the code. It is further a consent that any action which contravenes these rules and is also in violation of federal, state, or provincial statutes, regulations or rules may be released to appropriate law enforcement authorities with jurisdiction over such infractions.”

3. I agree to provide all documentation as required in the Rules as well as any additional information requested by the Supervisory Committee.

4. I agree to abide by all rules regarding contact with potential buyers and donors including the prompt submission of all donations to the single, official bank account of the Boyle County 4-H Council, Inc., and the appropriate use of the names of Boyle County 4-H and FFA as outlined in the Rules.

5. I agree to abide by all applicable Kentucky 4-H and Kentucky FFA rules regarding youth livestock projects and participation in livestock events.

**YOUTH:**

I, ____________________________________, have read the above Code of Conduct for the Boyle County 4-H/FFA Investment in Youth Sale and agree to abide by its terms. I understand that failure to comply with any of these rules is grounds for my dismissal from the Investment in Youth Sale, the Boyle County 4-H Livestock Program, or Boyle County FFA.

Signed: ___________________________________________ Date: ________________

**PARENT/LEGAL GUARDIAN:**

As the parent/legal guardian of the above youth, I, ____________________________________, have read the above Code of Conduct for the Boyle County 4-H/FFA Investment in Youth Sale and agree to abide by its terms which apply to both youth and parents/guardians. I understand that failure to comply with any of these rules is grounds for my youth’s dismissal from the Investment in Youth Sale, the Boyle County 4-H Livestock Program, or Boyle County FFA.

Signed: ___________________________________________ Date: ________________

Signed: ___________________________________________ Date: ________________

Signed: ___________________________________________ Date: ________________

Signed: ___________________________________________ Date: ________________

*Form must be delivered to Boyle County Cooperative Extension Service by January 15, 2016, with Intent to Participate.*
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Boyle County 4-H/FFA Investment in Youth Sale
Participant Requirement Checklist

Youth must comply with all rules to consign. Exceptions to the Rules may be requested by following the procedures outlined in the Rules. The following requirements must be met by every participant.

These requirements must be completed prior to KUIP Tagging:

_____ Residency or school attendance
_____ Age and membership standing
_____ Educational Requirements

This requirement must be completed by January 15:

_____ Intent to Participate (form submitted)
_____ Code of Conduct (form submitted)

These requirements must be completed by the August pre-sale, mandatory meeting:

_____ Show Requirements (form submitted)
_____ Service to Livestock Program Requirement
_____ Participation in “Sales, Marketing, and Communications” workshop
_____ Completed 5 Marketing contacts (form submitted)
_____ “Learning about Livestock” Participation Requirement (form submitted)
_____ Consigner attendance at all mandatory Investment in Youth Sale Committee meetings
_____ Parent/guardian attendance at minimum of 3 Investment in Youth Sale Committee meetings
_____ Consigner plays active role in at least 2 subcommittees of Sale Committee, one of which must be Sale Set-up/Tear-down Committee
_____ Parent/guardian plays active role in at least 2 subcommittees of Sale Committee, one of which must be Sale Set-up/Tear-down Committee

These requirements must be completed during/after the sale:

_____ Consigner participates in set-up/tear-down of Sale and associated events (e.g., pre-show sale)
_____ Parent/guardian participates in set-up and tear-down of Sale and associated events
_____ Consigner wears official Investment in Youth Sale t-shirt before and during Sale
_____ Completed Project Record Book submitted October 1 (record book submitted)
_____ Thank you note for buyer delivered to Sale Committee by/at post-sale check distribution meeting
_____ Buyer’s plaque delivered by December 1.
Boyle County 4-H/FFA Investment in Youth Sale 2016
Intent to Participate

Youth Name: _______________________________  Youth email: _______________________________
Youth phone: _______________________________  Phone receives /sends text (circle one)  Yes  No
Parent/guardian: _______________________________  Email: _______________________________
Complete address: ____________________________________________________________________
Phone: _____________________________________________________________________________  Cell phone: _______________________________

Other Parent(s)/Guardian(s) – Please list all adults with parental/guardian rights:
Name: _____________________________________________  Phone: _________________________
Name: _____________________________________________  Phone: _________________________
Name: _____________________________________________  Phone: _________________________
Name: _____________________________________________  Phone: _________________________

Nominated Program for Official Participation (circle only one):  4-H  FFA

Nominated Species (circle all that apply):  Sheep  Swine  Beef  Goat

Signing Statement for Youth
I intend to consign a market (circle all that may apply) steer heifer goat lamb hog to the Boyle County 4-H/FFA Investment in Youth Sale in September, understanding I will only be able to sell one animal in the sale itself. I have read or been read the rules of the sale. I understand I must comply with all the rules of the Boyle County 4-H/FFA Investment in Youth Sale in order to participate in the sale. I understand that if I do not comply with all the rules of the Investment in Youth Sale I may not be allowed to sell an animal this year or may be prohibited from participating next year.

Youth signature: ____________________________________________  Date: ______________

Signing Statement for Parent/Guardian
My child, _____________________________, intends to participate in the Boyle County 4-H/FFA Investment in Youth Sale in September, selling one market animal. I have read or been read the rules of the sale. I agree that I and my child must comply with all the rules of the Investment in Youth Sale in order to participate in the sale. I understand that if I and my child do not comply with all the rules of the Investment in Youth Sale, my child may not be allowed to sell an animal this year or may be prohibited from participating next year.

Parent/Guardian signature: ____________________________________________  Date: ______________
Parent/Guardian signature: ____________________________________________  Date: ______________
Parent/Guardian signature: ____________________________________________  Date: ______________
Parent/Guardian signature: ____________________________________________  Date: ______________

Form must be delivered to Boyle County Cooperative Extension Service by January 15, 2016, with Code of Conduct.
Boyle County 4-H/FFA Investment in Youth Sale 2016  
Marketing Requirement/Marketing Contacts Form

Youth Name: __________________________________________________  Age: ______________

All youth must participate in the “Sales, Marketing, and Communications” workshop provided by Boyle County 4-H and FFA. Youth ages 5-10 must attend annually. Youth ages 11 and up must have attended the workshop at least once.

For Youth 5-10:

Date of “Sales, Marketing, and Communications” workshop attended: ______________

For Youth 11 and Up:

Month/Year of “Sales, Marketing, and Communications” workshop attended: ______________

Marketing Contacts

Youth must contact a minimum of 5 individuals /businesses prior to August pre-sale, mandatory meeting:

<table>
<thead>
<tr>
<th>Name of individual or business (include name of at least one person)</th>
<th>Date of Contact</th>
<th>Type of Contact (e.g., face to face, phone call, etc.)</th>
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Form must be delivered to Boyle County Extension Service by August pre-sale, mandatory meeting.
Boyle County 4-H/FFA Investment in Youth Sale 2016
“Learning about Livestock” Participation Requirement Completion

Youth Name: ____________________________ Declared Program: 4-H  FFA

All consignors must participate in at least one of the following events within the declared program during the program year prior to August pre-sale, mandatory meeting:
1. Member of 4-H and/or FFA Livestock Judging Program (minimum 1 contest, 3 workouts)
2. Member of 4-H Livestock Skillathon Program (minimum 1 contest, 3 workouts)
3. Member of 4-H and/or FFA Meats Judging Program (minimum 1 contest, 3 workouts)
4. Member of 4-H and/or FFA Dairy Judging Program (minimum 1 contest, 3 workouts)
5. Any FFA Livestock Proficiency Contest (FFA only)
6. 4-H Dairy Jeopardy Contest
7. Any of the following public speaking contests:
   A. Boyle County 4-H Communications Contest
   B. Any FFA public speaking contest as designated by FFA Advisors (FFA only)
8. KDA Livestock Camp or KDA Expo Livestock Judging/Skillathon Contest

Youth Participation for 2016:

If you participated in any activity 1-4, complete the following:

<table>
<thead>
<tr>
<th>Program:</th>
<th>Location</th>
<th>Date</th>
<th>Activities (describe event, what you did, placing)</th>
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<tbody>
<tr>
<td>Workout #1</td>
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<td>Workout #2</td>
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<td>Workout #3</td>
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<tr>
<td>Contest</td>
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If you participated in 5, 6, 7, or 8:

<table>
<thead>
<tr>
<th>Name of Contest or Camp</th>
<th>Location/Date</th>
<th>Placing</th>
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Form must be delivered to Boyle County Extension Service by August pre-sale, mandatory meeting.
**Boyle County 4-H/FFA Investment in Youth Sale 2016**  
**Show Requirement Completion**

Youth Name: ____________________________________________ Species Selling: ________________

**Requirement:**
At a minimum, youth must participate in the following:

- **Steers, Lambs, and Goats**
  - A. Boyle County Fair market class
  - B. Any Kentucky Department of Agriculture Expo, Preview, or District Show
  - C. Any 2 other shows

- **Swine**
  - A. Boyle County Fair market class
  - B. Any 2 other shows

Please list **all** shows attended for this species during the year:

<table>
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<tr>
<th>Show Name</th>
<th>Location</th>
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Form must be delivered to Boyle County Extension Service by August pre-sale, mandatory meeting.