KANSAS 4-H ANIMAL PROJECT REPORT FORM

K-STATE Research and Extension

INTERMEDIATE FORM for 4-H members age 10-13. *Fill out a project report form for EACH animal project you are enrolled in. This form is used to report one year's worth of 4-H project work. Please refer to the Guide to Kansas 4-H Project Recognition.*

This Record Belongs to: _____ Year:_____

4-H Club: _____ Age as of Jan. 1:_____

My Project is: Select a project from the dropdown list: Years in project: _____Years in 4-H:_____

As a person of character, who is trustworthy, responsible and fair, I have personally prepared this report and certify that it accurately reflects my project work. I will respect the judge's final decision.

Record Approved by: _____ _____
4-H member *Date*

Record Approved by: _____ _____
Parent/Guardian *Date*

Record Approved by: _____ _____
Club Leader *Date*

SECTION 1: PROJECT GOALS

Take goals written on *Setting 4-H Project Goals*, 4H1100 and insert here.
Include project goals of all types, i.e. learning goals, leadership goals, and citizenship goals.

What	When?	Who is going to help me?	Check if Accomplished
I want to serve as junior swine project leader	*All year*	*Sally Smith, project leader*	☒
			☐
			☐
			☐
			☐
			☐
			☐
			☐
			☐
			☐
			☐

SECTION 2: PROJECT PRESENTATIONS & COMMUNICATIONS

Include project-related communications, such as demonstrations, talks, newspaper articles, social media, digital media, blogs, YouTube videos, etc. Fill out only those boxes that apply.

Date	Demonstrations, Talks, Social Media, other Communications	Location/Event	Result	Size, Scope and/or Reach
Jan. 12	Illustrated Talk, "Dogs & Dental Health"	4-H Club Day	Blue	8 mins, 22 people

SECTION 3: PROJECT LEARNING EXPERIENCES

Include project meetings/workshops, field trips, at home project work, self-guided study and any other learning experiences related to your project. L (Local Club), C/D (County or District), R (Regional, more than one county/district), S (State), M (Multi-State), N (National), I (International).

Date	What I Did	What I Learned	Level
August	*Participated in Livestock Sweepstakes*	*Learned how to give oral reasons, meat grading*	*S*

SECTION 4: PROJECT EXHIBITS & SHOWCASE OPPORTUNITIES

Include project-related exhibits, entries and displays. May include 4-H events and non-4-H events such as school or community showcases. Fill out only those boxes that apply.

Date	Exhibit(s)	Location/Event	Result
March 10	*"Flash" Western Pleasure*	*Southeast District Horse Show*	*6th, Red*

SECTION 5: PROJECT LEADERSHIP

Include all 4-H committees, action teams, offices and anything leadership related to your project. Leadership is teaching another person or a group skills or information and includes organizing or coordinating an activity.
Include the level of participation: L, C/D), R, S, M, N, or I.

Date	What I Did (Activity)	Size & Scope	Level
April	*Handed out cards at small animal weigh in*	*Weighed 42 lambs, belonging to 23 4-H members, 2 hours*	*C*

SECTION 6: PROJECT CITIZENSHIP/COMMUNITY ENGAGEMENT

Citizenship/Community Engagement means helping out in your community and serving others without compensation.
Include all 4-H citizenship activities related to your project. Include the level of participation: L, C/D), R, S, M, N, or I.

Date	What I Did	Time Given	Level
Feb. 14	*Brought 2 rabbits to a daycare for the children to hold and learn about rabbits*	*4 hours*	*L*

SECTION 7A: PROJECT FINANCES: PROJECT ANIMAL INVENTORY

Fill in only the boxes that apply to your specific project.

Name of Animal	ID Tag or Tattoo #	Breed	Date of Birth	Sex	Date Purchased[A]	Purchase Price or value at start[B]	Sold/Kept/ Loss	Value of Animals you still have[C]
"Tony"	123456	Dorset	Jan 15	M	April 1	$300	Sold	n/a

TOTAL (1): _____ **TOTAL (2):** _____

[A] Applies only if you purchased the animal. If you raised the animal, leave blank.

[B] If you purchased the animal, list the price. If you raised the animal, list the value. (For example, if you had to buy an animal of similar quality/size, what would it cost?)

[C] List the value of live animals that you have at the close of record. If the animal died, it should be considered a loss. If you sold an animal, report it on the *Income for Project Year* form.

SECTION 7B: PROJECT FINANCES: PROJECT ANIMAL PERFORMANCE RECORD

(fill in only the boxes that apply to your project)

Name of Animal	Date Started on Feed	Beginning Weight	Final Weight	Total lbs. of gain [A]	Date of Final Weight	Days on Feed [B]	Average Daily Gain [C]

TOTAL (3): _____ **TOTAL (4):** _____

[A] Final weight – beginning weight = total lbs. of gain
[B] Number of days between beginning weight and final weight
[C] Total lbs. of gain / days on feed = average daily gain

SECTION 7C: PROJECT FINANCES; FEED EXPENSE RECORD

Document financial transactions related to the 4-H project. Expenses are items you paid to support the project. Fill in only the boxes that apply to your project.

Date	Notes (type, source, etc.)	Protein Supplement		Grain or Complete Feed		Roughage (including pasture)		Other	
		Lb.	Cost	Lb	Cost	Lb	Cost	Lb	Cost
October									
November									
December									
January									
February									
March									
April									
May									
June									
July									
August									
September									
TOTALS:									

[A]TOTAL FEED COST (6): _____ **[B]TOTAL LBS. OF FEED FED (7):** _____

[A] Add together the total cost in all of the feed columns (including those of pasture costs) if it applies to your project.
[B] Add together the total lbs. of all feed fed to the animals in your project.

SECTION 7D: PROJECT FINANCES; OTHER EXPENSES Document financial transactions related to the 4-H project. Expenses are items you paid to support the project. Fill in only the boxes that apply to your project.				
Items	**Amount & Dates**	**Amount & Dates**	**Amount & Dates**	**TOTAL**
Animal Health Expenses				
Bedding				
Insecticides				
Breeding Fees				
Registration Fees				
Transportation				
Insurance				
Grooming Fees				
Show Supplies				
Housing/Boarding				
Other:				
Other:				

TOTAL (8): _____

SECTION 7E: PROJECT FINANCES; PROJECT INCOME Document financial transactions related to the 4-H project. Income is monies you receive from the sale of services, products, and premiums. Fill in only the boxes that apply to your project.					
Month	**Type (meat, milk, eggs, offspring, etc.)**	**Amount (lbs., gals., doz., etc.)**	**Price per unit (lbs., hundred, gal., head, etc.)**	**Premiums (ribbons & auction)**	**TOTAL**
October					
November					
December					
January					
February					
March					
April					
May					
June					
July					
August					
September					

TOTAL (9): _____

SECTION 7F: PROJECT FINANCES: PROJECT EFFICIENCY INFORMATION

Fill in only the boxes that apply to your project.

_____	÷	_____	=	_____
Total lbs. of gain (3)		Days on Feed (4)		**Average Daily Gain (5)**
$ _____		_____	=	**$** _____
Total feed cost (6)	÷	Total lbs. of gain (3)		**Feed cost per lb. of gain**
_____	÷	_____	=	_____
Total lbs. of feed fed (7)		Total lbs. of gain (3)		**Lbs. of feed fed per lb. of gain**

SECTION 7G: PROJECT FINANCES: PROJECT FINANCIAL SUMMARY

Fill in the following to determine the net income from your project
(that is, money you have earned for your time, management & financial investment).

INCOME & VALUE AT CLOSE OF RECORD

Value of animals at close of record (2)	$
Value of animals or products sold or used at home (9)	$
Total Income (11) *[(2) + (9)]*:	**$**

EXPENSES & VALUE AT START OF RECORD

Value of animals at start of record (1)	$
Feed costs (6)	$
Other expenses (8)	$
Total Expenses (12) *[(1) + (6) + (8)]*:	**$**
NET PROFIT OR LOSS* [*(11) - (12)]*:	**$**

SECTION 8: PROJECT REFLECTION

In the space provided below, using proper spelling, grammar and punctuation, please write no more than 2 pages reflecting on the project goals you set and your project work this past 4-H year. Must be 1.5 line spacing and font size 11. Some guiding questions may include:

i. What did you accomplish related to this project?
ii. How did you overcome challenges?
iii. What did you learn/how did you grow in skills and knowledge related to this project area?
iv. How do these skills apply to other areas of your life?
v. What are your future goals related to this project and your educational/career aspirations?

Default is set to size 11 and 1.5 line spacing. For additional formatting options, place your cursor in the text field and press "Ctrl + e".

Default is set to size 11 and 1.5 line spacing. For additional formatting options, place your cursor in the text field and press "Ctrl + e".

SECTION 9A: PROJECT LEARNING PHOTOS

Include photos with captions that demonstrate project learning experiences.
Please label photos with the level of participation, L, C/D), R, S, M, N, or I. Limit 6 photos.

SECTION 9B: LEADERSHIP & CITIZENSHIP PHOTOS

Include photos with captions that demonstrate project LEADERSHIP & CITIZENSHIP experiences. Please label as such in the caption. Please label photos with the level of participation, L, C/D), R, S, M, N, **or I.** Limit 6 photos.

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