

## 2021 Pennsylvania FFA State Degree (Keystone)

Name: \_\_\_\_\_ Chapter: \_\_\_\_\_

### State Degree Minimum Qualifications- Manual Checklist

Completed	Award Sections	Description
	1 Version Numbers	Are the applications versions <b>dated after Oct. 1.</b>
	Project name/category	Is the project in the correct type based on the description? Is the project named appropriately?
	2 SAE Description/ Review (Clipboard in AET)	<p><b>Placement</b> When (month) did the project start? Member's roles at the beginning of the project List skills/knowledge gained/learned How did roles change? Next year I plan to continue this project... This project has now ended because...</p> <p><b>Entrepreneurship</b> When did the project start/animals purchased/or researched for the project? What were 3 skills/knowledge gained during the project? What is the status of the project at the end of each calendar year or the project? Sold? Used at home? Continuing into next year? If no inventory/equipment used is listed, who provided the equipment used in the project? Include the information in the description. Project scope: is the scope explained in the description? Do the scope/hours make sense with the description? Is the income realistic based on the hours listed?</p>
	3 Inventory: Current/ Non-current	Is current inventory reflected in the SAE description? Are non-current items appropriate for the listed projects? (owned by the student?) Are inventoried items directly related to entrepreneurship or research projects. Placement projects do not have inventory/ownership.
	4 Income and Expense Summary	Entrepreneurship projects will have income/revenue in section 1. If no income, explanation is in the SAE description. Expenses from operations will be listed in section 2. Market projects and/or businesses will have "inventory purchased for resale" (section 2a or b) Entrepreneurship Projects will have expenses in lines (2c and/or 2d, and/or 2e) OR an explanation included in SAE Description.

	5	FFA Activities at the Chapter level	Candidate performed at least 10 FFA activities at the chapter level (not included in any other part of the application) May include FFA Chapter meetings, hopefully, some activities beyond meetings.
	6	FFA Activities above the Chapter level	Candidate performed at least 5 (5) DIFFERENT FFA activities above the chapter level, be careful of same activities with varied descriptions. (not included in any other part of the application)
	7	Community Service	Are the organizations listed those that benefitted from the service? (Not the member's FFA Chapter and not chapter fundraiser activities)
	8	Community Service	Are there 25 hours and at least 2 DIFFERENT activities? Fundraisers for groups where student is a member do not count.
	9	Photos	Is one photo and complete caption of an SAE project included?