

HILLSBOROUGH COUNTY  
ORNAMENTAL PLANT PRODUCTION

FFA/4-H  
PROJECT RECORD

*FOR*

**2022-2023**

Name \_\_\_\_\_

Name of FFA Chapter or 4-H Club \_\_\_\_\_

Parents' or Guardians' Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

\_\_\_\_\_

Age \_\_\_\_\_ Grade in School \_\_\_\_\_ Birth Date \_\_\_\_\_

Number of Years in This Project \_\_\_\_\_ Number of years in FFA or 4-H \_\_\_\_\_

Name of FFA Advisor \_\_\_\_\_

Name of 4-H Leader \_\_\_\_\_

This is a true record of my FFA/4-H project.

Member's Signature: \_\_\_\_\_

Approval

Parents or Guardian \_\_\_\_\_ Date \_\_\_\_\_

FFA Advisor or 4-H Leader \_\_\_\_\_ Date \_\_\_\_\_

ORNAMENTAL PLANT PRODUCTION  
FFA/4-H PROJECT

Introduction:

The Ornamental Plant Production FFA/4-H project in Hillsborough County is designed to encourage the production of high-quality ornamental plant material and to reward junior growers for their efforts.

Participants in the project must be age 8 - 18. Individuals under age 8 are encouraged to experience the satisfaction of ornamental plant production but may not participate in any of the county activities. The member may secure and maintain any quantity of ornamental plants desired.

The member will learn ornamental plant identification, selecting quality ornamentals, and maintenance of ornamental plants in a production environment.

A highlight of the project is the Annual Youth Plant Show and Sale held in conjunction with the Florida Strawberry Festival. Members will exhibit and sell plants at public auction.

Minimum Project Requirements:

1. Secure woody ornamental and/or foliage plants no later than **November 1, 2022.**
2. Secure or start liners no later than **January 1, 2023.**
3. Following are quantities of plants necessary for participation in the Plant Show and Sale.
  - Woody Ornamentals - Liners (2 flats)
  - Woody Ornamentals - 1 or 2 gal (10-15 plants)
  - Woody Ornamentals - 3 or 5 gal (7-10 plants)
  - Woody Ornamentals – 7 gal (3-10 plants)
  - Woody Ornamentals - 10 gal max size (3-5 plants)
  - Foliage Plants - Liners (2 flats)
  - Foliage Plants - Container (3-5 plants)
  - Hanging Baskets/Planters (3-5 planters or baskets)
  - Dish Gardens (2-5)
  - Terrariums (2-5)
  - Orchids (5-10)
  - Staghorn Ferns (2-5)
  - Flowering House Plants (5-10)
  - Driftwood or Natural Planters (2-5)
  - Bromeliads (5-10)
  - Cactus (5-10)

Topiary (2-5)

Orchid, Bromeliad, House Plant, Cactus Liners (2-3 flats)

Water Gardens (2-3)

Annual or Perennial Bedding Plants (2 flats)

Vegetable Plants (2 flats)

Other Miscellaneous Plants (2-10 plants depending upon class number. Please refer to the Youth Plant Show and Sale Rules and Regulations)

4. Maintain ornamental plants at home, in the school nursery, or other commercial production nursery.
5. Attend one of the ornamental plant production project meetings held.
6. Participate in the Youth Ornamental Plant Show and Sale held in conjunction with the Florida Strawberry Festival.
7. Keep accurate project records and submit completed project records at the Plant Show and Sale and if in FFA, to the Advisor at the end of the year.

#### Why Keep Records?

\*To have an account of all your 4-H/FFA accomplishments in one place.

\*Records point out the advantages and disadvantages of projects.

\*They reflect your interest as a 4-H/FFA member.

\*Records show self-improvement and service to others.

\*To show others what you have accomplished.

\*To gain valuable record keeping experience.

#### Helpful Tips for Record Keeping:

\*Read the whole record book thoroughly now.

\*Tie a pencil to your record book.

\*Make sure the record book remains in good condition.

\*Keep your records up to date.

\*If you need more pages, make them yourself and fasten them in the book.

## Record Book Contest:

Participants in the Youth Ornamental Plant Show and Sale must submit their record book to be judged. The record book must be submitted on **March 1, 2023 at the time plants are entered for the Plant Show and Sale.**

Record Book Contest Scorecard: Please see grading rubric in back of book

- I. Cover Page (5 points)
- II. Objectives & Goals (5 points)
  - State the reason you are doing this project
  - What do you hope to learn from this project
- III. Maintenance Record (10 points)
  - Complete, accurate, neat, variety of tasks performed
  - Record only for plants in inventory at beginning of year
- IV. Assets/Expenses (20 points)
  - Complete, accurate, neat listing of assets and expenses
  - Columns totaled for each year
  - Assets/expense sheets required for all years involved in the FFA/4-H Ornamental Plant Production Project
- V. Income (10 points)
  - Complete, accurate, neat listing of expected income, total costs and profit or loss.
- VI. Project Story (10 points)
  - Well written, neat, and interesting
  - Describes activities for current year
- VII. Photos/Captions (15 points)
  - Minimum of 5 and a maximum of 8 pictures of current year photos showing the beginning and end of the member's FFA/4-H Ornamental Plant Production participation. Captions should be included.
- VIII. Buyer Letter (15 points)
  - A copy of one sales and marketing letter to a potential buyer.
- IX. Receipt of Purchase (5 points)
  - Either a copy of the receipts that you have for the purchase of your plants

before the deadline dates, a signed letter from your 4-H or FFA advisor stating what plants you have and the date inspected prior to the cutoff date, or a picture with a time/date stamp before the cutoff date.

- X. Florida Friendly Landscaping Principles (5 points)  
- Complete the page for one of your plant projects.

#### Record Book - Directions for Completion:

A new record book must be completed each year the member is enrolled in the Ornamental Plant Production project.

**Objectives/Skills Learned:** Complete this page each year for the current projects.

**Maintenance Record:** Document all tasks related to growing the plants for your project. If a group of plants are kept in the production inventory for several years, the maintenance record page should reflect that and be updated with tasks from each year.

**Assets/Expenses:** Document all assets and expenses used to grow your plants. If you grow using school assets use simulated amounts to complete this section.

**Income/Profit/Loss:** All plant lots should be included in this section to have a total amount. Average profit or loss will be an estimate for the average plant in all lots.

**Other -** Record book should be submitted in folder provided. Do not add scrapbook materials such as: ribbons, decals/stickers, buttons, programs, etc.

ORNAMENTAL PLANT PRODUCTION PROJECT

The plants I purchased or grew to show at the festival include:

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My objectives or goals for completing this project. (Explain what you want to accomplish or learn this year.)

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Knowledge I gained or goals I achieved by completing this project.

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## Maintenance Record

Directions: Choose 1 plant from your project to complete the maintenance records on (ownership, potting, fertilizing, watering, weeding, pruning, sending out buyer letters, etc.)

Common Name: \_\_\_\_\_

Botanical Name: \_\_\_\_\_

Date Obtained: \_\_\_\_\_

Container Size: \_\_\_\_\_ Quantity: \_\_\_\_\_ Purchase Cost: \_\_\_\_\_

DATE	MAINTENANCE ACTIVITY





**Ornamental Plant Production**  
**FFA/4-H Project**  
**Assets**

Assets for this project are items needed to grow plants but will not be sold with plants, (e.g. greenhouses, groundcover, irrigation clocks, shovels, hoses, clippers, etc.) Assets wear out over time and need to be replaced. This is the depreciation cost (the amount used this year to grow the plants). To simplify, we will assume assets will be replaced every 10 years (10% depreciation).

List all assets on hand at the start of the project.

Items (Col. 1)	Purchase Date (Col. 2)	Purchase Cost (Col. 3)	10% depreciation (Col. 4) (Value x 0.10) = (Col. 3 x 0.10)	Ending Asset Value (Col. 5) (Multiply number of years in use by Col. 4 and subtract from Col. 3) If ten or more years old write \$0.00
<i>Example-Hoses two years old</i>	<i>2020</i>	<i>25.00</i>	<i>(\$25 x 0.10) \$2.50</i>	<i>2 x \$2.50 = \$5.00 \$25.00-\$5.00 = \$20.00</i>
<i>Example-Shovel new</i>	<i>2023</i>	<i>20.00</i>	<i>(\$20 x .10) \$2.00</i>	<i>1 x \$2.00=\$2.00 \$20.00 - \$2.00 = \$18.00</i>
Total Column 4 and 5			\$ Column 4	\$ Column 5

**Ornamental Plant Production**  
**FFA/4-H Project**  
**Expenses (Plants and Supplies)**

Expenses for this project are plants and items needed to grow plants that will be sold with plants (e.g. pots, starter plants, soil, fertilizer, stakes, trays, etc.)

Items (Col. 1)	Total Value \$ (Col. 2)	Percent used for project (1-100%) (Col. 3)	Total value used \$ (Col. 4) (Col. 2 x Col. 3)	Total value remaining (Col. 5) (Col. 2 - Col. 4)
<i>Example – potting soil</i>	<b>\$30.00</b>	<b>66%</b>	<i>(\$30.00 x .66)</i> <b>\$19.80</b>	<i>(\$30.00 – 19.80)</i> <b>\$10.20</b>
Total all expenses in column 4 and 5			\$ Column 4	\$ Column 5

# Ornamental Plant Production FFA/4-H Project

## Income

Income from this project is the amount of money you believe that you will make by selling your plants in the live and/or silent auction, plus any add-on amounts that you expect to make. **To simplify use only one lot** when calculating amounts.

### Expected Income

1. Number of plants (or liner trays, dish gardens, flats) to be sold \_\_\_\_\_
2. Expected retail price per plant \$ \_\_\_\_\_ (What you think plants will sell for)
3. Total expected income from plant sales \$ \_\_\_\_\_ (Multiply line 1 x line 2)
4. Total amount of add-ons expected \$ \_\_\_\_\_
5. Total amount of income expected \$ \_\_\_\_\_ (Add line 3 plus line 4)

### Total Costs

6. Total assets used \$ \_\_\_\_\_ (Total from bottom of page 9 column 4)
7. Total expenses used \$ \_\_\_\_\_ (Total from bottom of page 10 column 4)
8. Total plant project costs \$ \_\_\_\_\_ (Add line 6 plus line 7)
9. Cost per plant \$ \_\_\_\_\_ (Divide line 8 by line 1)  
This is the break-even price for your plants to be sold!

### Profit or Loss

10. Total amount of expected income \$ \_\_\_\_\_ (Value from line 5)
11. Total costs to grow plants \$ \_\_\_\_\_ (Value from line 8)
12. Profit or (-) Loss \$ \_\_\_\_\_ (Subtract Line 11 from line 10)

ORNAMENTAL PLANT PRODUCTION  
FFA/4-H PROJECT

YOUR STORY

Answer the following questions in complete sentences. Use an extra page if necessary

List 3 skills you learned from participating in this project.

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What made you decide on the plants that you choose to grow and sell?

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Name 3 common pests and one control method for each even if you did not experience any pests on your plants this year.

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How would you explain the plant project to a new member participating for the first time?

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## ORNAMENTAL PLANT PRODUCTION PROJECT PHOTOS

Show the beginning and end of your project along with skills that you have learned. This should include a minimum of 5 pictures and a maximum of 8 pictures. Include a detailed caption with each photo. Explain what you are doing in the picture. What skills are you demonstrating and why? Spelling and grammar are included in the judges' scores.

ORNAMENTAL PLANT PRODUCTION PROJECT PHOTOS

ORNAMENTAL PLANT PRODUCTION PROJECT PHOTOS

Buyer Letter and Addresses: Attach one copy of your buyer letter and at least 5 names and addresses that you sent the buyer letters to.



Receipt of Purchase: Attach the original receipt (or a copy of the receipt) documenting the purchase of your plants. This could also be a signed statement from an FFA/4-H advisor stating that the plants were inspected or seen by them before the deadlines, or a photo with a time/date stamp with a date prior to the deadlines for the plant project.

Florida Strawberry Festival  
Plant Show & Sale Record Book

Cover Page:	5 pts	
Objectives & Goals	5	
Maintenance Record	10	
Project Assets	10	
Project Expenses	10	
Project Income	10	
Project Story	10	
Photographs and captions	15	
Buyer letter and addresses	15	
Receipt of Purchase	5	
Florida Friendly Landscaping Principles	5	
Total Points	100 pts	