

**HILLSBOROUGH COUNTY
ORNAMENTAL PLANT PRODUCTION**

**FFA/4-H
PROJECT RECORD**

FOR

2023-2024

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, 2023.**
2. Secure or start liners no later than **January 1, 2024.**
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 (3-10 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 Feb 28, 2024 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:

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

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

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

Maintenance Record Continued:[illegible]

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>2021</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>	<i>\$30.00</i>	<i>66%</i>	<i>(\$30.00 x .66)</i> <i>\$19.80</i>	<i>(\$30.00 – 19.80)</i> <i>\$10.20</i>
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.

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

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

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

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.

Growing with Florida Friendly Landscaping Principles

Plant Common Name _____ Scientific Name _____

Right Plant	What is the right place for this plant?
Right Place	USDA Hardiness Zone
	Height
	Spread
	Growth Rate
	Light Requirements
	General Use
Water Efficiently	How should this plant be watered in the landscape?
	Drought tolerance
	During establishment
	After establishment
Fertilize Appropriately	How should this plant be fertilized in the landscape?
	During establishment
	After establishment
Attract Wildlife	Does this plant flower or fruit?
	Flower
	Fruit Is it edible?
	Other
Manage Yard Pests Responsibly	What are some common pests with this plant?
	Insects
	Diseases
	other
Other Information	What else should I know about this plant?
Sources	Where is this information from?

The Florida Friendly Plant Sheet

The preceding Florida Friendly plant sheet is designed to help the student better understand the plants they are growing. Have the student fill at least one out for one of the plants they are growing.

The Florida Friendly Plant Sheet is a concise reference sheet for both the student and potential buyers at the plant show and auction. It is organized based upon Florida Friendly principles whereby the right plant in the right place is one of the most crucial decisions that will affect plant health and longevity.

Simply fill out the information that is requested by visiting plant information websites. You may not be able to find some information and it is acceptable to put "N/A" as a response. These sheets are merely a helpful tool in answering buyer questions at the plant show and introducing Florida Friendly landscaping principles to both students and buyers alike.

Here are some useful links for plant information.

UF electronic document information service

www.edis.ifas.ufl.edu

Florida Friendly Landscaping Site

<http://floridayards.org/fyplants/index.php>

Floridata

www.floridata.com

USDA Plant Files

<http://plants.usda.gov>

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	

IAFE National Code of Show Ring Ethics

(Read carefully. THIS SIGNED FORM IS TO STAY IN THE RECORD BOOK. DO NOT TURN IN WITH APPLICATION. Sign the statement that you have read this document)

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. Youth 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 violator 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 statutes, regulations and rules. Livestock shall not be exhibited if the drugs administered in accordance with federal, state and provincial statutes, regulations and rules affect the animal's performance or appearance at the event. If the laboratory report on the analysis of saliva, urine, blood or other sample taken from livestock indicates the presence of forbidden drugs or medication, this shall be prima facie evidence such substance has been administered to the animal either internally or externally. It is presumed that the sample of urine, saliva, blood, or other substance tested by the laboratory to which it is sent is the one taken from the animal in question, its integrity is preserved and all procedures of said collection and preservation, transfer to the laboratory and analysis of the sample are correct and accurate and the report received from the laboratory pertains to the sample taken from the animal in question and correctly reflects the condition of the animal at the time the sample was taken, with the burden on the owner, exhibitor, fitter, trainer, or absolutely responsible person to prove otherwise. At any time after an animal arrives on the fair or livestock show premises, all treatments involving the use of drugs and/or medications for the sole purpose of protecting the health of the animal shall be administered by a licensed veterinarian.
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, confirmation, or appearance, except external application of substances to the hoofs 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.

I have read and understand, and in consideration for being permitted to exhibit at this event, agree and consent to abide by the rules of competition, including the IAFE (International Association of Fairs and Expositions) National Code of Show Ring Ethics as stated in the premium list of this event.

Exhibitor (owner, exhibitor, fitter, trainer, or absolutely responsible person)

Date: _____

Guardian or Parent of the above Signatory

Date: _____

Youth Plant Show and Sale Evaluation Form 2024

We need your help in providing feedback on the project you just completed.
For each statement think carefully about your knowledge and skills with gardening before and after participating in the Youth Plant Show.
Then rate your level of skill for items 1-16 both before and after as 1 = poor, 2 = fair, 3 = good, 4 = excellent.

	BEFORE I participated in the Plant Project				AFTER participating in the Plant Project			
My Ability To:	Circle one number for each statement				Circle one number for each statement			
	Poor	Fair	Good	Excellent	Poor	Fair	Good	Excellent
1. set goals for myself to achieve....	1	2	3	4	1	2	3	4
2. complete my obligations for finishing what I start....	1	2	3	4	1	2	3	4
3. speak in front of others....	1	2	3	4	1	2	3	4
4. be more organized....	1	2	3	4	1	2	3	4
5. record information accurately....	1	2	3	4	1	2	3	4
6. make decisions....	1	2	3	4	1	2	3	4
7. be more responsible....	1	2	3	4	1	2	3	4
8. learned about Florida Friendly Landscape Principles...	1	2	3	4	1	2	3	4
9. track my project expenses ...	1	2	3	4	1	2	3	4
10. give plants right amount of water for type of plant....	1	2	3	4	1	2	3	4
11. identify different types of plants....	1	2	3	4	1	2	3	4
12. remove weeds correctly....	1	2	3	4	1	2	3	4
13. trim plants correctly....	1	2	3	4	1	2	3	4
14. repot plants correctly....	1	2	3	4	1	2	3	4
15. confidently grow plants to earn money....	1	2	3	4	1	2	3	4
16. safely apply pesticides....	1	2	3	4	1	2	3	4

This instrument was revised from a tool developed by Texas Cooperative Extension 4-H Youth Development. Substantially revised and adapted for Florida by Lisa A. Guion, Ed.D. Department of Family, Youth and Community Sciences, IFAS, Florida Cooperative Extension, University of Florida. Special thanks to Dr. Howard Ladewig for his review and feedback.