Youth Organization Information

What is a Youth Organization?

The Jefferson County Fair welcomes community members to exhibit their animal and static projects. Youth aged 8-19 who are part of an organized group such as **4-H, FFA, Scouting America Troops, church groups, afterschool programs, school clubs, or other organizations** with adult leadership and an educational program are eligible to show in the Junior Department. The educational program should be appropriate to that organization, and feature education that aligns with at least one of the Jefferson County Fair Departments. Youth organizations approved for participation in the Jefferson County Fair must have at least 50% of their members residing in Jefferson County or an adjacent county (Dodge, Dane, Rock, Walworth, or Waukesha). State organizations (ex: breed organizations), FFA, & exhibitors in dual households are exempt from this policy. Leaders of all youth organizations must complete the Youth Organization Application form once every 5 years and submit it to the Fair by **March 1st** of the current Fair year to allow their members to exhibit.

Sprout Exhibitors

Youth in your organization who are **ages 5–8** as of January 1st of the current Fair year can exhibit in the Sprouts Department. Sprouts exhibitors showing animals can communicate with their adult leader to find a junior exhibitor to guide them during their showing experience in the ring. Static project exhibitors (e.g., baking, crafts, photography) will have their projects judged by an experienced 4-H member, helping them improve as they continue to exhibit in future years.

Junior Exhibitors

Youth ages 8–19 as of January 1st of the current Fair year are eligible to exhibit in the Junior Department, provided they are in good standing with their designated youth organization, as determined by its leadership.

What do I need to know about Competitive Exhibits at the Fair?

Departments

The Jefferson County Fair is divided into animal and static departments.

- Animal departments: Department #1 (Dairy) to Department #11 (Cats).
- Static departments: Department #12 (Animal & Veterinary Sciences) to Department #29 (Health, Political, and Social Sciences).

Each department is further divided into divisions and classes. Exhibitors sign up to exhibit within their desired class.

Superintendents

Each department is overseen by a Superintendent, a highly qualified individual specializing in that department's subject area. Superintendents serve as an advocate for the exhibitors to help with rules and regulations, check-in procedures, and check-out processes.

Judging

Projects are judged using different methods:

- Animal projects**:** Judged **face-to-face**, requiring the exhibitor to be present during judging.
- Static projects: Judged with a combination of **face-to-face** and **Danish judging**, where exhibitors present their project to a judge, explain details, and answer questions. The project will be placed on display, along with the placing and the ribbon before the end of Fair. The exhibitor will be able to gather their ribbon and project when they are released at the end of the Fair.
- Event projects: Judged **face-to-face**, these are events where the exhibitors showcase their project. These are things such as Speeches and Demonstrations, Archery, & Music & Drama.

All judges are qualified through DATCP and selected by Jefferson County Fair staff.

Awards, Ribbons, and Premiums

Each department, division, and class offer ribbons with corresponding monetary awards (premiums). Some divisions award ribbons without premiums. Additional special awards, such as "Judge's Favorite," "Grand

Champion," "Reserve Grand Champion," and others may also be available. Details on premiums can be found in the Premium Book.

Entry Information for Exhibitors

The Fair uses the FairEntry software for managing entries. Exhibitors may begin submitting entries in November of the current fair year, with **a final deadline to be communicated in the Premium Book and on our website**. Late entries are occasionally accepted with a $100 late fee. Learn more about the entry process on our website (JCoFair.com) under Entry Information.

Premium Book

The Premium Book contains all rules and regulations for the Fair, including information about the Sprouts, Junior, Open, and Senior Departments, as well as auction details, entry fees, judging schedules, ethics policy, and more. It is an essential resource for entering exhibits and understanding each department. The Premium Book is available on our website under Premium Book.

Exhibitor Fees

Entry fees vary by department and division. Every entry in Sprouts is $0.25, while it changes from class to class in the Junior Department. The fee will be listed under the rules in each department in the Premium Book.

Admission

Exhibitors may purchase one wristband for $20.00 through FairEntry, granting daily access to the Fair. These wristbands can be purchased for exhibitors in Sprouts, Junior, and Open departments.

Steps to Exhibit

Youth Organization Approval

1. **All** Youth organizations including 4-H, FFA, school clubs, Scouting America, church groups, afterschool programs, etc, must submit the **Youth Organization Application** every 5 years due on **March 1st**. This form can be found at the end of this packet or on our website under Youth Organizations.
    a. It is recommended to complete the application early to ensure exhibitors can register under the correct organization.
    b. The adult leader of the organization must complete and submit the form.
    c. In each of the following years, youth organization leaders will be contacted to confirm whether they still have exhibitors participating in the Jefferson County Fair. Groups will not have to complete an application in these subsequent years.
2. All youth organizations must have a **Certificate of Insurance** on file with the Jefferson County Fair Park. You may upload or submit a copy of this along with your application.
    a. You will only need to send this in with your application every 5 years, or when any changes are made to the Insurance.

Project Entry Process

Youth exhibitors (Ages 5-8: Sprouts; Ages 8-19 Junior) must be entered into the FairEntry software by a parent/guardian or themselves. Entries open in November, and close on a final deadline to be communicated in the Premium Book and on our website.

- Instructional videos on using FairEntry are available under Entry Information at JCoFair.com

Entry Review: Member in Good Standing Review

After entries close on the closing date, the Fair staff will review the list of exhibitors registered under each approved youth organization in a process called **Member in Good Standing** review.

- Staff will send the list of exhibitors registered in each club to the organization's adult leader, who must confirm which exhibitors are in good standing.
- Exhibitors who are not confirmed in good standing by the adult leader will risk losing their ability to exhibit in Junior Departments in the current Fair year.
- Fair Board and Fair staff will review exhibitor addresses through FairEntry and calculate the percentage of members in each youth organization who reside in Jefferson County or an adjacent county. Any address discrepancies may be verified with the youth organization leader.

        - State organizations (ex: breed organizations), FFA, & exhibitors in dual households are exempt from this policy

Project Check-in & Judging

Exhibitors must bring their projects to the Jefferson County Fair on the designated check-in and judging day.

- Specific drop-off, check-in, and judging times can be found in the Premium Book.

Judging

Projects will be judged according to the judging schedule on found within the Premium Book.

- **Static exhibits**:
    - Exhibits are dropped off, tagged, and judged on the same day.
    - After conference-style judging, exhibits will be left with the Superintendent and displayed until pick-up on Sunday.
    - Ribbons and awards will be displayed with the projects.
- **Animal exhibits**:
    - Judging schedules vary and may include additional events such as **Master Showperson** and the **Animal Auction**.
    - Details for animal exhibit schedules are in the Premium Book under each department.

Project Pick-up/Release

Static exhibits must be picked up on the final day of the Fair (Sunday); times can be found in the Premium Book

Final Takeaways and Deadlines

Youth Organizations Applications

- **March 1st:** Application or confirmation
    - Adult leaders apply every 5 years. Every subsequent year, they must respond to Fair staff communications confirming they have exhibitors coming to the Fair

FairEntry Registration Close

- **June 1st:** FairEntry registration closes.
    - Adult Leaders will receive a list of exhibitors, and they must confirm that each exhibitor is in good standing in order to participate in the Fair.
    - Adult Leaders will be contacted if their members population is comprised of less than 50% of exhibitors being from Jefferson or an adjacent county
        - State organizations (ex: breed organizations), FFA, & exhibitors in dual households are exempt from this policy

Youth Organization Application Form

The purpose of the Jefferson County Junior Departments is to showcase the educational programs of youth organizations through exhibits youth complete as a member of their organization. The Jefferson County Fair experience helps reinforce youth's education and provides opportunity for reflection through interaction with judges, peers, and the public. Youth organizations must have adult leadership and an ongoing education program that aligns with at least one of the County Fair Departments found below.

Name of Youth Organization: _____

Club Address: _____

Club City: _____ State:_____ Zip:_____

Adult Leader Contact (must be 21 years of age or older):

First Name: _____ Last Name: _____

Address: _____

City: _____ State:_____ Zip:_____

Phone #: _____ Email: _____

Secondary Contact (must be 21 years of age or older):

First Name: _____ Last Name: _____

Address: _____

City: _____ State:_____ Zip:_____

Phone #: _____ Email: _____

Number of Members in organization: Adult _____ Youth _____

Number of Members anticipated to exhibit at the upcoming Jefferson County Fair: _____

Is your organization a 501c3 non-profit? Yes ☐ No ☐

If no, please describe your organization's status:

_____

1. Please describe the mission, goals, or objectives of your organization:

2. Organizations Membership and/or Good Standings Requirements:

3. Planned Program of Activities/Educational Programs:

4. Check all the following Fair Departments that align with your organization's educational program (refer to the Premium Book for Department details):

☐Dairy	☐Sheep	☐Junior Draft	☐Cavies
☐Beef	☐Goats	☐Poultry	☐Dogs
☐Swine	☐Equine	☐Rabbits	☐Cats
☐Animal & Vet Sciences	☐Cultural Arts	☐Woodworking	☐Home Environment
☐Plants & Soil Sciences	☐Music & Drama	☐Electricity	☐Child Development
☐Flowers & House Plants	☐Speeches & Demonstrations	☐Mechanical Science	☐Youth Leadership & Self-Determined
☐Natural Sciences	☐Photography	☐Foods & Nutrition	
	☐Computers	☐Clothing & Textiles	
		☐Knitting & Crocheting	

5. After all entries have been entered into the FairEntry system, a member of the Fair staff will review the list of exhibitors registered under each approved youth organization, which will then be sent to the designated adult leader. By initialing here, you acknowledge that you must send back a list of members in good standing. Any exhibitor not confirmed by their adult leader will not show in the Junior Department of the current Fair year.
   Initial: _____
6. All organizations must have a **Certificate of Insurance** on file in order to participate. Please submit a copy of this along with your application. Initial below to acknowledge that you must submit this with your application
   Initial: _____

The Jefferson County Fair may ask for additional documentation of your organizational structure and activities to help determine alignment with the purpose of the County Fair and its Departments.

Applicant Signature: _____

If submitted electronically, typing your name above serves as your signature, provided the name entered matches the name associated with your designated email.

E-mail to:

fair@jeffersoncountywi.gov

Mail to:

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Jefferson, WI 53549