



# 4-H Poultry Care and Feed Book



Circle One:	Junior	Intermediate	Senior
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## Manatee County

Name \_\_\_\_\_ Age (September 1) \_\_\_\_\_

Club \_\_\_\_\_

Years in 4-H \_\_\_\_\_ Years in Project \_\_\_\_\_

*I hereby certify that I have personally been responsible for the care of this/these animal(s), have personally kept records on this project, and have personally completed this Care and Feed Book.*

Member Signature \_\_\_\_\_ Date \_\_\_\_\_ Initials for fair \_\_\_\_\_

*I/We, the parents/guardian certify that our son/daughter has completed this Care and Feed Book and I/we have reviewed it for completeness and accuracy of reporting.*

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_ Initials for fair \_\_\_\_\_

*I have reviewed this 4-H Care and Feed Book for completeness and accuracy of reporting.*

Organizational Leader Signature \_\_\_\_\_ Date \_\_\_\_\_ Initials for fair \_\_\_\_\_

### FOR USE AT THE MANATEE COUNTY FAIR AND AS THE 4-H PROJECT BOOK

**Note:** The County Fair rules require that you submit a Care and Feed Book to them (check with the Fair Office for due date) if you enter any animal in the County Fair even if you don't show that animal for any reason. If you do not turn in a Care and Feed Book to the Fair, you cannot show ANY animal at next year's County Fair.

## Purpose

### The purpose of a 4-H Poultry project is:

- To acquire an understanding of animal care by preparing for, purchasing, caring for, and keeping records on one or more animals.
- To understand the business aspects and economics of purchasing animals, feeds, facilities, and equipment for an animal project.
- To keep an account of all your activities and accomplishments in one place.
- To develop integrity, sportsmanship, and cooperation.
- To develop leadership abilities, build character, and assume citizenship responsibilities.

### 4-H Poultry Care and Feed Book Guidelines:

It is suggested that a copy of the Care and Feed Book be made for use as a work copy. Records should then be transferred into this book for submission.

- Your Care and Feed book should start with the **purchase date of your animal or September 1st of the current 4-H year (for ongoing project animals)**.
- Your Care and Feed Book should contain information relating only to your current poultry project animals. If you have more than one project animal you must identify which animal when completing the various sections of this record book.
- Always double-check your math and have someone check your Project Essay for spelling and grammar before you write it in the final Care and Feed Book.
- **Your final Care and Feed Book must be hand written by the 4-H'er (Juniors may use pencil or pen (blue or black ink), Intermediates & Seniors must use pen (blue or black ink), however the Project Essay may be typed (on 8 ½ X 11, single-sided paper, in a 12-point font, double-spaced, by the 4-H member and attached.**
- **The Overall Story is not found in this book. This story is in the finished 4-H Record boo that is submitted to 4-H for judging.**
- **Junior members (age 8-10) Project Essay length is at least one (1) page.**
- **Intermediate members (age 11-13) Project Essay length is at least two (2) pages.**
- **Senior members (age 14-18) Project Essay length is at least three (3) pages.**

**I. Project Plans and Goals (Answer in complete sentence(s))**

**These areas are to be filled in, signed and dated at the beginning of the project for full points.**

**What would you like to learn or accomplish this year? (goals):**

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**Member Signature: \_\_\_\_\_ Date: \_\_\_\_\_**

**What has your leader agreed to help you with this year?**

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**Leader Signature: \_\_\_\_\_ Date: \_\_\_\_\_**

**How will your parent(s)/guardian(s) help you with this project?**

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**Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_**

**II. PROJECT INVENTORY \* (to be completed by Fair Book check in)**

**List items you will keep past the end of this project on this page.** List all equipment you had at the beginning of the project as well as those items you purchased this year. (Inventory examples include wash tubs, clippers, feeders, waterers, cages/coop etc.) **DO NOT** list expendable items such as bedding. **Wear and tear occurs on equipment we use from year to year.** These items will depreciate (go down in value) each year we use them. By listing the depreciated value you will have a more accurate value of your inventory at the end of the project.

**Complete columns pertaining to your age. (Jr., Int., Sr.)**

**Please refer to Project Terms and Explanation, page 23, for help with this page**

Item Description	Year Acquired	Purchase Cost or Value	Depreciation (10% of purchase cost)	Value at beginning of project	Value at end of Current project year
Jr. Int. & Sr.	Jr. Int. & Sr.	Jr. Int. & Sr.	Sr.	Sr.	Sr.
<b>Total Depreciation (Depreciation is an Expense)</b>					
<b>Value at End/Total Assets</b>					

**III. PROJECT ANIMAL INVENTORY \* (to be completed by Fair Care and Feed Book check in)**

List all animals you own at the beginning of the project and add animals you purchased or animals born during the project year. Animals sold should have a \$0 value at end of project for this page.

**\*\*Purchase Price:** Value of existing animals at beginning of project OR purchase cost of new animals OR value of animals born.

<b>Stock</b>	<b>Number of birds at beginning of project</b>	<b>Purchase Price</b>	<b>Number of birds at end of project</b>	<b>Indicate if animal sold, kept, died, etc.</b>
<b>Hens</b>				
<b>Pullets</b>				
<b>Males for Breeding</b>				
<b>Birds for Meat Pens (Broilers)</b>				
<b>Birds for Layer Pens</b>				
<b>Chicks under 8 Weeks Old</b>				
<b>Total Number of Birds &amp; Total of Purchase prices</b>				
<b>Total Number of Birds &amp;</b>				

**IV. NON-FEED EXPENSES \* (to be completed by Fair Care and Feed Book check in)**

List non-feed expenses (everything you spend money on that you will **NOT** have at the end of the project). **This should NOT include feed.** This includes entry fees, Exhibitor entry pass, veterinary expenses, bedding, and other expendable items such as shampoo, flea/mite treatment printing of pictures, ink, deworming meds. etc.

Date	Description	Paid to	Total Cost
<b>Total Non-Feed Costs</b>			

**V. SALE DEDUCTIONS EXPENSE (MEAT PENS ONLY)**

The Manatee River Fair deducts **6% from any Add-on's** that are processed through the fair. They also deduct **6% from the total sale amount of animals sold at the fair. (Sale check)** This 6% is an expense to you. List the amount deducted from Add-on's and from your sale check here. If you had no Add-on's please indicate "Received no Add-on's" on the chart.

**(MEAT PEN ENTRIES AND LAYER PEN ENTRIES)**

If your animal(s) did not make the requirements for admittance to the fair and you sold it privately please put an (X) in the space below.

**NON-MEAT PEN/ NON LAYER PEN ENTRIES ENTER 0 FOR TOTAL**

I sold my animal(s) privately \_\_\_\_\_.

Description	Paid to	Total Cost
<b>Total Sale Deduction Expenses</b>		

**VI. FEED EXPENSES \* (to be completed by Fair Care and Feed Book check in)**

List all feed (feed, supplements, treats, etc.) expenses. Each feed purchase including weight should be listed separately.

Date	Description	Paid To	Pounds	Total Cost
<b>Page Total – Pounds of Feed</b>				
<b>Page Total – Feed Cost</b>				



**VII. RATION RECORD \* (to be completed by Fair Care and Feed Book check in)**

Entries should be made at the beginning and any time you make a change in your animal’s ration. For example, if you start your animal on a starter ration and change it to a laying ration, enter that information. If you change amount of feed per day or add a supplement, enter that data also. **Everyone should have at least one ration record entry. Please be sure to identify the animal.** If you do not make any changes in your ration pattern, indicate “no changes made”.

**Meat Pen animals Identification would be – MP**

**Layer Pen animals Identification would be -LP**

**List all feed and supplement amounts on this page (list each change separately).**

Date	Animal ID	Product Information Company & Feed Name, Nutrient Content	Amount Fed Pounds or cups/Day

**VIII. INCOME – ANIMAL(S) SOLD NON MEAT**

( ) Check here if you did not sell any of the poultry related to your project. **If you have no income from this project, THEN ENTER ZERO.**

Date	Description (Breed, ID# if any)	Purchased by	Total Paid

**Income from Sale of Animal(s) \$ \_\_\_\_\_**

**IX. INCOME - ANIMAL SOLD MEAT PEN**

Do not subtract % deducted by the fair here (see pg. 7 sec. V). **Your actual sale price will go here. If you have no income from this project, THEN ENTER ZERO.**

( ) Check here if you did not sell your project animal.

Date	Description (Breed)	Purchased by	Total Price Per Pen

**Income from Sale of Meat pen animals \$\_\_\_\_\_**

**X. INCOME - ANIMAL SOLD LAYER PEN**

Do not subtract % deducted by the fair here (see pg. 7 sec. V). **Your actual sale price will go here. If you have no income from this project, THEN ENTER ZERO.**

( ) Check here if you did not sell your project animal.

Date	Description (Breed)	Purchased by	Total Price Per Pen

**Income from Sale of Layer pen animals \$\_\_\_\_\_**

**XI. OTHER INCOME - SHOW PREMIUMS**

Other project income should be recorded here, such as each show premium (**ribbon money**) or other money earned. **If you have no other income from this project, THEN ENTER ZERO.**

Date	Description (Show/contest/demonstration/placing and/or ribbon)	Total
	<b>Total Other Income, if none, enter zero</b>	

**XII. HEALTH AND VETERINARY RECORD \*** (to be up to date by Fair Care and Feed Book check in)

This must include a record of any health related activities (clipping nails or beaks, vitamin supplement, flea/mite control, deworming, vaccinations, or use of a veterinarian’s services. This should include what you used, how much you used, and what you used it for. Fill in all applicable information. **Meat Pen animal ID – MP, Layer pen animal ID - LP**

<b>Date</b>	<b>Animal ID</b>	<b>Description of activity</b>	<b>Product used</b>	<b>Dosage</b>	<b>Egg or meat withdrawal time</b>

**XIII. DAILY EGG RECORD\* (to be up to date by Fair Care and Feed Book check in)**

Date	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
01												
02												
03												
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26												
27												
28												
29												
30												
31												
Total # of Eggs												
Total # of Birds												
Avg. # Eggs/Bird												

**XIV. PROJECT FINANCIAL SUMMARY \* (to be up to date by Fair Care and Feed Book check in)**

If your project will continue past the County Fair fill in areas with an \* in PENCIL for the fair check in then rewrite in PEN (if you are an Int. or Sr.) before you turn your book in to 4-H for judging.

<b>INCOME</b>		<b>Section Total</b>	<b>Grand Total</b>
1	Income – Animals Sold <b>Non Meat Pen</b> <i>(page 9, Sec. VIII)</i>		
2	Income –Animals Sold <b>MEAT PEN</b> <i>(page 10, Sec. IX)</i>		
	Income –Animals Sold <b>LAYER PEN</b> <i>(page 10, Sec. X)</i>		
3	Other Income – <b>Show Premiums &amp; Receipts</b> <i>(page 10, Sec. XI)</i>		
4	<b>TOTAL INCOME</b> <i>(Add Lines 1 + 2 + 3)</i>		
<b>EXPENSES</b>			
5	Total Depreciation <i>(page 4, Sec. II)</i> * <b>ONLY SENIORS COMPLETE THIS LINE</b>		
6	Animal Expense <i>(page 5, Sec. III)</i> *		
7	Total Non-Feed Expenses <i>(page 6, Sec iv)</i> *		
8	Total Sale Deduction Expenses <i>(page 7, Sec. V)</i>		
9	Total Feed Expenses <i>(page 8, Sec. VI)</i> *		
10	<b>TOTAL EXPENSES</b> <i>(Add Lines 5 + 6 + 7 + 8+9)</i> *		
<b>SUMMARY</b>			
11	<b>FINAL PROFIT/LOSS</b> <i>(Subtract line 10 from line 4)</i>		
<b>ASSETS</b>			
12	Value of Project Assets <i>(page 4, Sec. II)</i> * <b>ONLY SENIORS COMPLETE THIS LINE</b>		
13	Value of Animal Assets <i>(page 5, Sec. III)</i> * <b>NON MEAT PEN ANIMALS</b>		
14	<b>TOTAL ASSETS</b> <i>(Add Lines 11 + 12)</i> <b>ONLY SENIORS COMPLETE THIS LINE</b>		

**XV. PICTURES OF YOUR PROJECT \* (you should have at least 5 of your pictures by Fair Care and Feed Book check in)**

**Show your project from the beginning to the end along with different skills that you have learned.** This should include a **minimum of 8 pictures**. Include a caption with each picture. The pictures and captions should compliment your project essay. Explain what you are doing and why you are doing the things shown in the picture. What skills are you demonstrating and why? **Limit the number of pictures of you just posing with your animal to (2) pictures.** Spelling and grammar are included in the judge's decision.

**Do not cover up the directions.**

**DO NOT ADD ADDITIONAL PAGES**

**Pictures (continued):**

**DO NOT ADD ADDITIONAL PAGES**

**Pictures (continued):**

**DO NOT ADD ADDITIONAL PAGES**



**XVI. PROJECT HIGHLIGHTS**

Record major events and accomplishments having to do with your project in this section.  
 Example: Selecting your project animal(s), going to a YEPA show, 4-H show, Fair show, attending a clinic...

<b>Date</b>	<b>Project Event or Accomplishment</b>

**XVII. PROJECT ESSAY \* (to be up to date by Fair Care and Feed Book check in)**

Your essay may be written or typed **(See page 2 for instruction for writing or typing and for the acceptable length of your essay for your age.** Your essay should be about your project from beginning to end. Be creative, use examples, use interesting facts or statistics, share your experiences, and build strong images by using descriptive words. **BE SURE TO REVISIT AND FINISH YOUR ESSAY AFTER THE FAIR and include what happened at the fair.**

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**XVIII. MEAT PEN/ LAYER PEN ONLY- ADDRESSES AND BUYER'S LETTERS \*(to be up to date for the Fair Care and Feed Book check in)**

Please list 3 people or businesses to whom you sent the letters along with their addresses below.

**ADDRESS # 1**

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**ADDRESS # 2**

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**ADDRESS # 3**

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**XVIII. Continued ATTACH A COPY OF YOUR BUYERS LETTER HERE for Meat Pen & Layer Pen projects. \* (To be up to date for the Fair Care and Feed Book check in)**

## PROJECT TERMS AND EXPLANATIONS

### NOTES AND EXAMPLES FOR PROJECT INVENTORY (page 4)

- **Project Year** - Current project year is the current 4-H year or School year.
- **Year acquired** - List the year you purchased/obtained the item.
- **Purchase cost or value** - What did this item cost when you purchased/obtained it? (Fair market value)
- **Depreciation of 10%** - This will be 10% of the original purchase price.  $\$7.30 \times .10$  or  $(10\%) = .73$
- **Value at Beginning of Current Project Year**- If purchased in current year the value is the purchase price. If purchased in previous year(s), i.e. 2016, there are 4 years from 2016-2019. Depreciate for 3 years to get beginning value for current year  $.73 \times 3 = \$2.19$   $\$7.30 - \$2.19 = \$5.11$  Beginning value of current year.
- **Value at the end of the project**- This is the value at the beginning of the project minus the depreciation. Depreciate for one additional year to equal the 4 years mentioned above.  $\$5.11 - .73 = \$4.38$  (Value at end of project)

### Examples are done assuming the current year is 2019

Items Description	Year Acquired	Purchase Cost or Value	Depreciation (10% of purchase cost)	Value at beginning of current project year	Value at end of project
Feeder	2016	\$7.30	\$.73	Depreciate for 3 years \$5.11	Depreciate for 1 more year \$4.38
Cage	2017	\$19.60	\$1.96	Depreciated for 2 years \$15.68	Depreciate for 1 more year \$13.72
Wash tub	2018	\$5.85	\$.59	Depreciated for 1 year \$.59	Depreciated for 1 more year \$.26
Nail Clippers	2019	\$9.10	\$.91	No Depreciation \$9.10	Depreciate for this year \$8.19
Total Depreciation*			\$4.19		
Value of Project Assets					\$31.55

\*Depreciation is an expense

10% depreciation:  $\$7.30 \times .10$  or  $(10\%) = .73$

Value at the beginning of current year if the year is 2019:

From 2016-2019 is 4 years, depreciate for 3 years to get value at beginning of current project year.

$.73 \times 3 = \$2.19$   $\$7.30 - \$2.19 = \$5.11$  (value at beginning of current project year)

$\$5.11 - .73 = \$4.38$  (value at end of project)

**SCORING SYSTEM**  
**4-H Poultry Care and Feed Book**

Section	Item	Points Possible
Title page & Summary page	All information completed	5
Properly Tabbed	All required sections of completed 4-H Record Book are tabbed and labeled (ie: Summary page, Overall Story...)	5
Care & Feed Cover	All information and signatures	5
I	Plans and Goals (Answered in complete sentences, signed and dated at beginning of project) (page 3)	10
II	Project Inventory (page 4)	10
II	Animal Inventory (Non-Meat pen & Meat Pen & Layer Pen) (page 5)	8
III	Non-Feed Expenses (page 5)	8
IV	Sale Deductions Expense (page 6)	6
V & VI	Feed Expenses & Ration Record (pages 7 & 8)	6
VIII, IX, X & XI	Income – Animal(s) Sold <b>Non Meat Pen</b> (page 9) Income-Animals sold- <b>Meat Pen &amp; Layer pen</b> (page 10) Other Income – <b>Show Premiums</b> (page 10)	4
XII	Health & Veterinary Record (page 11)	8
XIII	Daily Egg Record (page 12)	4
XIV	Project Financial Summary (page 13)	10
XV	Pictures (pages 14-16)	10
XVI	Project Highlights (page 17)	6
XVII	Project Essay (pages 18-21)	40
XVIII	Addresses and Buyer's Letter (page 22 & 23)	4
Overall Story	Overall Story ( <b>This story is not found in this book it is part of the finished 4-H Record book</b> )	45
	Neatness, Accuracy, Grammar & Spelling	6
	Total Points	200

**Ribbon Awards**

**Blue**            90% - 100%  
**Red**              80% - 89%  
**White**           79% -& 0%



## NOTES



This document, **4-H Poultry Care and Feed Record Book**, was compiled by Diana L. Smith, Ph.D., Extension 4-H Coordinator, University of Florida/IFAS Extension - Manatee County, December 9, 2004, revised September 6, 2012, August 3, 2013, July 2015, July 2019.

**Credits:** Author Unknown. (Revised August 1, 2003). **Florida State Fair Youth Livestock General Record Book**. Tampa, FL: Florida State Fair Authority.

Cahill, Claudia. (Revised July 1998). **4-H Poultry Care and Feed Record Book – Manatee County**. Palmetto, FL: Manatee County 4-H

Kalch, L. W. (August 2002). **4H POR02 - 4-H Club Poultry Record Book**. Gainesville, FL: University of Florida/IFAS Extension.

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