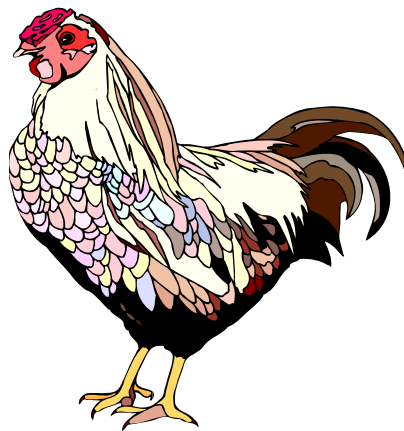




Cornell University
Cooperative Extension
Oneida County



4-H Poultry Project Record Book



Member Name _____

Street Address _____

City, State, Zip _____

Name of 4-H Club _____

Birth Date _____ Phone _____



4-H Project Record Book

Introduction

This Project Record Book has been created specifically for 4-H members enrolled in a poultry 4-H project. Keeping a record book is an important part of the project. It will help you set goals for the project year, record your accomplishments, and provide a place to keep important records on your poultry.

What is a 4-H project?

A project is a subject or topic that you learn about in 4-H. In this case, your project is poultry. You learn about your project by attending club meetings and educational workshops, and working with adult leaders and other 4-H members. You can also learn from field trips and by participating in shows and competitions.

Why complete a record book?

A record book is not meant to be a chore. Instead, it is a way for you to learn about your project, as well as other valuable skills such as setting goals, collecting information, evaluating information, tracking costs and expenses, organization, and others.

Completing your 4-H Poultry Project Record Book.

At the beginning of the 4-H year you should select one/several of your animals to be your 4-H project animal(s) for the year. Then begin recording all of the relevant information on your animal in your record book on a monthly basis. It is important to keep your record book up to date, so that completing it doesn't become a chore at the end of the year.

Take a glance through the record book so that you can see how it is organized. As you can see, there are pages that pertain only to health, and there are pages that pertain to show records and/or financial summaries. You only need to complete the pages relevant to your project animal. But you should complete **all** of the relevant information for the year.

The record book has been three-hole punched so that it may be easily kept in a 3-ring binder. Your 4-H poultry records should be accumulative – meaning that you keep and add to your records from year to year, keeping them all in a 3-ring binder or portfolio. You can organize your notebook however you choose. Some 4-Hers may anticipate having the same project animal for more than one year. In this case you might choose to organize your notebook by project animal and will simply continue to add information and pages to your records for that animal over the years. Then when you change project animals, you just start a new section in your notebook, with a new set of records for your new project animal.

Others may choose to organize their notebooks by year, with tabs dividing one year from the next. In this case, if you have a new project animal from year to year, then you will simply begin a new set of records for your new animal each year. If, however, you have the same project animal from year to year but you still want to organize your notebook by year, you can simply make a photocopy of your completed records from the previous year and then insert them into your notebook under the current year and add any new and updated information to them to bring your records up to date.

These are just a couple of examples of ways that you might organize and present your 4-H Poultry project records. But, remember – these are YOUR records and part of the goal for completing them is that you use your imagination and be creative in how you develop them. The idea is that at the completion of your 4-H career, you will have a compilation of records that shows your progression in your project from year to year.

Awards and Recognition

One of the goals of many 4-Hers is to earn a County Medal at the end of the 4-H year. In order to be eligible for a Poultry County Medal 4-Hers must meet the following criteria:

- Be enrolled in the 4-H poultry area for at least 2 years
- Complete an approved creative communication or public presentation
- Submit a 4-H Project Summary Booklet (summarizes all of your 4-H experiences)
- Submit up-to-date poultry project records showing at least 2 years of records
- Participate in at least 2 county poultry programs &/or activities for the year
- Participate in the project medal interview

All 4-Hers who complete and submit 4-H poultry records will receive a certificate of project completion regardless of whether they received a county medal.

This is my _____ year doing a 4-H Poultry Project

Project Goals (at start of project)

State at least three goals at the beginning of your 4-H project year. Tell the things you want to learn from your 4-H Poultry project. Please discuss these goals with your parents and your 4-H leader. (Ex. Learn how to do poultry showmanship, participate in avian quiz bowl, etc.)

1. _____

2. _____

3. _____

Member Signature _____ Parent Signature _____

Summary of Accomplishments (when record book is due)

What goals have you accomplished? If you have not accomplished one or more of your goals, please explain. What have you learned? Describe your experiences this year. (Attach an additional page if needed.)

Member Signature _____ Leader Signature _____

Poultry Inventory Record

Use one chart for all project birds at the beginning of the project year. Add pages if necessary.

Animal ID (Leg Band)	Description (breed, color, marking, etc.)	Date of Hatch	Sex	Ownership Information	Purchase Price	Value*
				<input type="checkbox"/> Raised <input type="checkbox"/> Purchased _____ (Purchase date)		
				<input type="checkbox"/> Raised <input type="checkbox"/> Purchased _____ (Purchase date)		
				<input type="checkbox"/> Raised <input type="checkbox"/> Purchased _____ (Purchase date)		
				<input type="checkbox"/> Raised <input type="checkbox"/> Purchased _____ (Purchase date)		
				<input type="checkbox"/> Raised <input type="checkbox"/> Purchased _____ (Purchase date)		
				<input type="checkbox"/> Raised <input type="checkbox"/> Purchased _____ (Purchase date)		
				<input type="checkbox"/> Raised <input type="checkbox"/> Purchased _____ (Purchase date)		
				<input type="checkbox"/> Raised <input type="checkbox"/> Purchased _____ (Purchase date)		
				<input type="checkbox"/> Raised <input type="checkbox"/> Purchased _____ (Purchase date)		

* The price you would ask if selling the bird.

Animal Care and Management

Your project requires regular care and management. List the things necessary to take care of your project animal(s).

Include the following:

- Feeding and watering practices
- Egg handling
- Health practices and medicines
- General Management (cleaning living area, etc.)

Daily – Things done once or twice a day
Weekly – Things done once or twice a week
Monthly – Things done once a month
Yearly – Things done one time or occasionally throughout the year

Equipment and Supply Inventory

At the beginning of the 4-H year take an inventory of what equipment and supplies are on hand.

Add new equipment or supplies you purchase to the list. Estimate a cost value for any shared equipment. (Ex. 1 set of nail clippers shared between 3 members \$21.00/3 = 7.00/each).

Amount & Kind	Already Owned or Purchased	Purchase Price
Example: poultry pen	Already Owned	
1 feed bowl	Purchased	\$3.00
Total		

Feed Records and Expenses

Keeping good feed records is important. Good records show your expenses for feed and what kind of feed you use for your project. A good practice is to enter your feed expenses when you buy feed. At the end of each month, total each kind of feed used and its cost and record the information below. Home-raised feeds should be valued at market price – what it can be sold for.

Type and Cost of Feed Used			
Date of Purchase	Amount Purchased (lbs.)	Type of Feed (grain mix, forage pellets, salt, mineral, supplement)	Cost or Value
Total Pounds		Total Feed Cost	\$

Feed Tag Information

**Please attach a tag or label from one feed being used for your project animals.
If a homemade mix is used please describe the mix on the back of this page.**

1. What is the main ingredient in this feed?

2. How much of this product do you feed daily? (to all birds)

Describe your feeding program in detail:

Poultry Health Record							
ID Number	Breed	Sex	Age	Illness or Symptoms	Treatment	Date Treated	Cost
Total Health Care Expenses							\$

Poultry Death Record					
ID Number	Breed	Sex	Age	Date of Death	Cause

Poultry Management Records

Monthly Laying Record

Month	# of Eggs Produced	# of Eggs Home Use	# of Birds	Percent Production*
Total				

*Percent Production = $\frac{\text{\# of Eggs Produced}}{\text{\# of Birds}}$

Poultry Show Record

Name of Show	Show Date	Entry Fees	Placing	Variety Entered	Breed/Band #	Premium Amount
Total Entry Fee Cost		\$			Total Premiums Won	
					\$	

Project Financial Summary

One goal of the poultry project is to teach budgeting, marketing and money management skills. The following chart will help you evaluate the financial status of your project.

Income	
A. Miscellaneous Income (pg. 12)	
B. Show Premiums (pg. 13)	
Total Income	\$
Expenses	
1. Purchased Animals (pg. 4)	
2. Equipment Expenses (pg. 6)	
3. Feed Expenses (pg. 7)	
4. Health Expenses (pg. 9)	
5. Miscellaneous Expenses (pg. 12)	
6. Show Expenses (pg. 13)	
Total Expenses	\$
Financial Summary (Total Income – Total Expenses)	Profit/Loss (circle one)

1. Was the cost of keeping your project what you expected?

2. What (if anything) will you do differently next year?