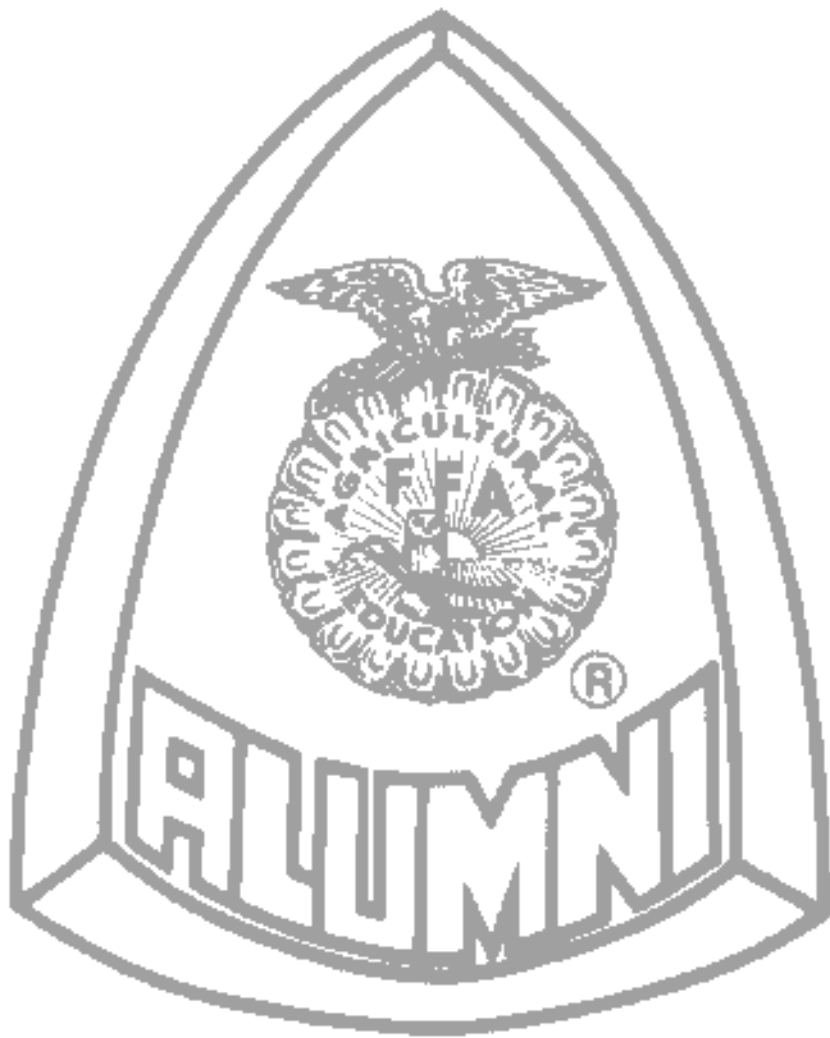


# FFA ALUMNI MANUAL



2002

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2002 Edition

Fees and dues found in manual are subject to change.

Anything in this manual may be reproduced for FFA Alumni purposes.

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Website address: [www.ffa.org](http://www.ffa.org)

## FFA ALUMNI MISSION

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The **Mission** of the National FFA Alumni Association is to secure the promise of FFA and agricultural education by creating an environment where people and communities can develop their potential for premier leadership, personal growth and career success.

## FFA ALUMNI VISION

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The **Vision** of the National FFA Alumni Association is a world where people and communities can grow and develop to their fullest potential.

## NATIONAL FFA ALUMNI COUNCIL

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The **National FFA Alumni Council** is responsible for the policies and strategic planning of the National FFA Alumni Association. This council serves as the executive body of the association and is subordinate to the National FFA Board of Directors. The council meets at least twice each year. Members of the council do not receive a salary for their work on the council, but are reimbursed for travel expenses as established in the FFA Alumni policies. The convention delegates at the National FFA Alumni Convention elect the FFA Alumni president and vice-president annually from the members of the council.

The positions of the National FFA Alumni Council are established by the *National FFA Alumni Constitution, Article V. Executive Body*. Procedures for filling the positions of the National FFA Alumni Council are established by the *National FFA Alumni Bylaws, Article III. Procedure for Selection of National FFA Alumni Council*.

## ALUMNI COUNCIL 2002

PRESIDENT	Cindy Ettestad P.O. Box 262 Molalla, OR 97038
PAST PRESIDENT	Jim Allsup Rt. 5 Box 94 Robstown, TX 78380
VICE PRESIDENT	Pam Jumper 177 Green 721 Road Paragould, AR 72450
CENTRAL REGION REPRESENTATIVE	Dale Beaty 8215 N. Ridge Trail Milton, WI 53563-8708
EASTERN REGION REPRESENTATIVE	Tracy Kitchel 424½ Ditto Street Archbold, OH 43502
SOUTHERN REGION REPRESENTATIVE	Norman Gay P.O. Box 1765 Perry, GA 31069-1765
WESTERN REGION REPRESENTATIVE	Pam Gilmore 8620 S. Heinz Rd. Canby, OR 97013
MEMBER-AT-LARGE	Dan Bliss HC 1 Box 34 Ogallah, KS 67656
MEMBER-AT-LARGE	Jodi Geiger 3227 Pine Tree Drive Edgewater, FL 32141
PAST NATIONAL FFA OFFICER	Ronnie Simmons 7997 SR 50 Webster, FL 33597
NATIONAL FFA REPRESENTATIVE	TO BE APPOINTED
AAAE REPRESENTATIVE	Jim Knight University of Arizona, Forbes 232A P.O. Box 210036 Tucson, AZ 85721-0036
NAAE REPRESENTATIVE	Gary J. Geswein 1165 School Ln. NE Palmyra, IN 47164
NASAE REPRESENTATIVE	Toni Gilmore Oregon FFA Association Public Service Building 255 Capitol Street NE Salem, OR 97310
NATIONAL FFA ADVISOR & EX-OFFICIO MEMBER	Dr. Larry D. Case 1410 King Street, Ste. 400 Alexandria, VA 22314
EXECUTIVE DIRECTOR	Gene Starr 6060 FFA Drive P.O. Box 68960 Indianapolis, IN 46268-0960

## FFA REGIONS

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<b>CENTRAL REGION</b>	<b>EASTERN REGION</b>
Illinois Indiana Iowa Kansas Kentucky Michigan Minnesota Missouri Nebraska North Dakota South Dakota Wisconsin	Connecticut Delaware Maine Maryland Massachusetts New Hampshire New Jersey New York North Carolina Ohio Pennsylvania Rhode Island Vermont Virginia West Virginia
<b>SOUTHERN REGION</b>	<b>WESTERN REGION</b>
Alabama Arkansas Florida Georgia Louisiana Mississippi Puerto Rico South Carolina Tennessee	Alaska Arizona California Colorado Hawaii Idaho Montana Nevada New Mexico Oklahoma Oregon Texas Utah Washington Wyoming

# NATIONAL FFA ALUMNI ASSOCIATION CONSTITUTION

## (Amended October 1999)

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### ARTICLE I. NAME AND PURPOSE

Section A. The name of this affiliate of the FFA shall be the National FFA Alumni Association.

Section B. The purposes of the affiliate shall be:

1. To support and promote FFA activities and agricultural education on local, state and national levels.
2. To provide a tie to the FFA and to assist FFA and agricultural education personnel to involve former members in worthy activities.
3. To promote greater knowledge of the agricultural industry and support education in agriculture.
4. To cooperate with the National FFA Board of Trustees and the National FFA Foundation Sponsors' Board.
5. To promote and maintain an appreciation of the American free enterprise system.
6. To promote the personal development aspect of the FFA.

### ARTICLE II. ORGANIZATION

Section A. The National FFA Alumni Association will consist of chartered state associations and local affiliates organized on a school, county or other area basis. Membership at the national level may also be direct if no state association exists.

Section B. State associations or local affiliates when organized shall adopt a constitution and bylaws in harmony with the national constitution. Local affiliates may affiliate directly with the National FFA Alumni Association when no state association is in existence. A state association shall be eligible to become chartered when:

- it is organized with at least fifty charter members who paid national FFA Alumni dues.
- it has a constitution in harmony with the National FFA Alumni Constitution.
- it has an executive group with a designated president.

A local affiliate shall be eligible to become chartered when:

- it has at least ten chartered members who have paid state and national dues.
- its purposes are in harmony with the National FFA Alumni Association.
- it has a designated president.

Section C. The National FFA Alumni Association may designate and charter any affiliate with ten or more Life members as a Life Member Affiliate.

Section D. State association or local affiliates are eligible to maintain affiliation status provided the requirements stated in Article II, Section B, of the constitution are met.

Section E. Any group using the name "FFA Alumni" must affiliate and charter with the National FFA Alumni Association and their resident state association, if one exists.

### ARTICLE III. MEMBERSHIP

Section A. Membership shall be open to former active, collegiate and honorary FFA members, present and former professional agricultural educators, FFA members' parents and others interested in the FFA.

Section B. Types of Membership

1. Annual
2. Life
3. Corporate

### ARTICLE IV. EMBLEM

Section A. The gold FFA emblem with the word "Alumni" below it shall serve as the emblem of the National FFA Alumni Association.

# NATIONAL FFA ALUMNI ASSOCIATION CONSTITUTION

## (Continued)

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### ARTICLE V. EXECUTIVE BODY

Section A. The executive body of the National FFA Alumni Association shall be the National FFA Alumni Council.

Section B. The National FFA Alumni Council shall consist of the following:

1. Six individuals elected by the membership; four regional representatives and two at-large members.
2. One representative from the National Association of Supervisors of Agricultural Education (NASAE)
3. One representative from the American Association of Agricultural Educators (AAAE)
4. One representative from the National Association of Agricultural Educators (NAAE)
5. One national FFA representative
6. Immediate past national FFA officer
7. Immediate past national FFA Alumni president
8. National FFA Alumni president
9. National FFA Alumni vice president

The national FFA advisor, or his designated representative, and the executive director of the National FFA Alumni Association shall serve as ex-officio non-voting members.

Section C. Terms of office of the various members of the council are as follows: six individuals elected by the membership: 3 years; NASAE representative – 3 years; AAAE representative – 3 years; NAAE representative – 3 years; national FFA representative – 1 year; immediate past national FFA officer – 1 year; immediate past national FFA Alumni president – 1 year; and national FFA Alumni president and/or vice president - 1 year.

Section D. The convention delegates shall elect the National FFA Alumni president during the National FFA Alumni Convention. The convention delegates shall elect the National FFA Alumni Vice President during the National FFA Alumni Convention.

Section E. The National FFA Alumni Council shall appoint an executive director with approval of the National FFA Board of Directors.

### ARTICLE VI. MEETINGS

Section A. The National FFA Alumni Council shall meet each year. Meetings may be called by the president or by majority of the council members upon petition to the executive director.

Section B. There shall be an annual meeting of the membership of the National FFA Alumni Association. The National FFA Alumni Council may call additional membership meetings.

Section C. Representation for the purpose of voting at the annual meeting shall be by states in proportion to their membership and each state shall be entitled to send at least one delegate from its active FFA Alumni membership. In addition, the FFA Alumni Council shall designate, 30 days prior to the annual meeting, an additional number of voting delegates from each state based upon a specific proportion or percentage of FFA Alumni membership.

### ARTICLE VII. DUES

Section A. The annual membership year is a twelve-month period beginning September 1 and ending August 31. Annual dues of the National FFA Alumni Association shall be recommended by the National FFA Alumni Council and fixed by majority vote of the members present at the annual meeting.

Section B. A "Life Membership" class of dues is established at \$150 as of November 1, 1993.

Section C. A "Corporate Membership" is a twelve month period beginning September 1 and ending August 31. Corporate dues of the National FFA Alumni Association shall be recommended by the National FFA Alumni Council and fixed by majority vote of the members present at the annual meeting.

# NATIONAL FFA ALUMNI ASSOCIATION CONSTITUTION

## (Continued)

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### ARTICLE VIII. AMENDMENTS

#### Section A.

1. Proposed amendments to the National FFA Alumni Association Constitution may be submitted by a state or local affiliate or by any active member and must be in writing and received by the executive director 90 days prior to the opening of the annual meeting.
2. Proposed amendments shall be approved by two-thirds of the National FFA Alumni Council before being submitted for a vote by the delegates at the annual convention. The amendments shall be submitted to the membership at least 60 days prior to the opening date of the annual meeting. Affirmation by two-thirds of the delegates voting shall be necessary to adopt an amendment.

#### Section B.

1. Proposed amendments to the National FFA Alumni Association Bylaws may be submitted by a state or local affiliate or by any active member and must be in writing and received by the executive director 90 days prior to the opening of the annual meeting.
2. Proposed amendments shall be approved by two-thirds of the National FFA Alumni Council before being submitted for a vote by the delegates at the annual convention. The amendments shall be submitted to the membership at least 60 days prior to the opening date of the annual meeting. Affirmation by two-thirds of the delegates voting shall be necessary to adopt an amendment.



# **NATIONAL FFA ALUMNI ASSOCIATION BYLAWS**

## **(Amended October 2000)**

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### **ARTICLE I. BYLAWS**

Section A. These bylaws shall be considered a part of the National FFA Alumni Association Constitution.

### **ARTICLE II. LOCATION OF PRINCIPAL OFFICE**

Section A. The principal place of business of the National FFA Alumni Association shall be located at the National FFA Center, Indianapolis, Indiana.

### **ARTICLE III. PROCEDURE FOR SELECTION OF NATIONAL FFA ALUMNI COUNCIL**

Section A. Election Procedures

1. Four regional representatives, to represent the membership in each region, shall be elected during the National FFA Alumni Convention by the convention delegates from their respective regions. All convention delegates shall elect the two member-at-large positions. These six positions are for a three-year term.
  - a. All candidates for national office shall be screened through a national nominating committee appointed by the president. The national nominating committee shall consist of five (5) representatives from the National FFA Alumni Council. The committee shall identify two (2)-qualified candidates for each position. If only one (1) candidate is considered eligible for any office, the committee may select only one candidate.
  - b. Election results will be announced at the national convention.
  - c. Terms shall start with the conclusion of the national convention.
  - d. No elected member of the National FFA Alumni Council may serve more than one (1) consecutive three-year term on the council, with the exception of the national president, who shall serve their fourth year as past national president. A previously elected council member must wait a minimum of three years before re-election. An individual appointed to fill the vacancy of an elected representative is eligible to be elected at the next election for the position.
2. The National Association of Supervisors of Agricultural Education (NASAE) shall designate a representative.
3. The National Association of Agricultural Educators (NAAE) shall designate a representative.
4. The American Association of Agricultural Educators (AAAE) shall designate a representative.
5. An immediate past national FFA officer shall be designated by the past national FFA officer team prior to the end of their year in office with the representative being announced at national convention.
6. A national FFA representative shall be selected from national FFA officer candidates interested in serving on the National FFA Alumni Council.
7. Each individual of the National FFA Alumni Council must be a member of the National FFA Alumni Association.

Section B. Whenever a vacancy occurs on the National FFA Alumni Council, other than from an expired term, the vacancy shall be filled as follows for the various constitutional representatives:

1. Vacancies of council members elected by the membership shall be filled by a person appointed by the National FFA Alumni Council Executive Committee.
2. If the NASAE representative does not complete his/her term, the NASAE will name a replacement.
3. If the NAAE representative does not complete his/her term, the NAAE will name a replacement.
4. If the AAAE representative does not complete his/her term, the AAAE will name a replacement.
5. If the Past National FFA Officer and/or National FFA Representative does not complete his/her term, the National FFA Alumni Executive Committee will name a replacement.

# NATIONAL FFA ALUMNI ASSOCIATION BYLAWS

## (Continued)

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### **ARTICLE IV. DUTIES OF THE FFA ALUMNI COUNCIL**

Section A. It shall be the duty of the FFA Alumni Council to direct the operation of the Association in accordance with its constitutional purposes.

### **ARTICLE V. TIME OF MEETINGS**

Section A. The annual meeting and other necessary meetings of the National FFA Alumni Association shall be held at such place and time as may be prescribed by the National FFA Alumni Council.

### **ARTICLE VI. FISCAL YEAR**

Section A. The fiscal year of the National FFA Alumni Association shall commence on the first day of September in each year and shall end on the thirty-first day of August in the following year.

Section B. Books and records of the National FFA Alumni Association may be inspected by any member or his agent or attorney at any reasonable time.

Section C. There shall be an annual audit of the National FFA Alumni Association. The executive director and other employees authorized to handle and account for funds shall be bonded in sufficient amounts to protect the FFA Alumni Association.

### **ARTICLE VII. REPORTS**

Section A. The annual membership year is for a 12-month period beginning September 1 and ending August 31.

Section B. Chartered state associations and local affiliates shall submit annual reports to the National FFA Alumni Association headquarters, on forms provided, at the conclusion of their year.

## MEMBERSHIP

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**Anybody can be a member!** Membership in the National FFA Alumni Association is open to anyone who is interested in supporting and promoting agricultural education and the FFA on the local, state and national level. If you are proud of FFA and want to help local FFA members acquire knowledge and experience from agricultural education and FFA activities - the FFA Alumni is for you!

All **annual members** have equal class and privileges. Annual members receive the National FFA Alumni *New Visions* newsletter, a voice in alumni business and the opportunity to subscribe to the National FFA *New Horizons* magazine for \$2.00 per year (effective 9/1/2001). The annual membership dues of the National FFA Alumni Association shall be recommended by the National FFA Alumni Council and fixed by majority vote of the delegates present at the annual meeting held at the National FFA Alumni Convention. Annual dues are **\$10.00** (effective September 1, 1999). State associations and local affiliates establish their own membership dues for annual members in addition to the national dues.

**National LIFE membership** is a one-time payment of \$150.00. A life membership will be issued in one individual's name (no group or company names will be accepted). Life membership dues are placed in a special fund and only the interest is used to service the life members. Life members receive full membership benefits including; a membership card, membership certificate, life subscription to the *New Visions* newsletter, life subscription to the National FFA *New Horizons* magazine, and a voice in alumni business. Some states and local affiliates have established state life membership dues and local life membership dues.

Prior to January 1997, the life membership policy included a memorial scholarship of \$100.00 before November 1993 and \$150.00 from November 1993 to December 1996. This scholarship was to be designated by the life member to be distributed in one of three ways upon his/her death: 1) remain permanently in the National FFA Alumni Trust Fund; 2) be given as a Memorial Scholarship to an FFA member in a designated chapter; or 3) be given in memory as a contribution to be used to support some area of agriculture and/or agricultural education. Upon a life member's death, notification must be submitted in writing to the National FFA Alumni Association along with a copy of the obituary or death certificate. If the life member has a designation form on file, his/her wishes must be honored. If there is no form on file, a letter will be sent to the person/organization providing notification of death requesting a **family** member to make the designation.

You can charter a **Life Member Affiliate** by having ten or more life members. Submit a list of at least ten life members, along with their addresses, to your state office. The state office will forward this to the national office at which time the National FFA Alumni Association will award a Life Member Affiliate plaque.

**Corporate Membership** began on September 1, 2000. This type of membership is extended to businesses and corporations with membership dues of \$300.00 per year. Benefits of a corporate membership include:

- Being listed prominently in 1 issue of the Alumni newsletter, *New Visions*, the Alumni Convention Program and the Alumni Auction Catalog
- Being listed on the Alumni web page, [www.ffa.org](http://www.ffa.org)
- Ability to attend any open meetings of the National FFA Alumni Association, including convention and educational sessions, without the ability to vote or hold office
- A subscription to the Alumni quarterly newsletter, *New Visions*, and a subscription to the National FFA Organization *New Horizons* magazine
- A copy of the Alumni Auction Catalog and the National FFA Alumni Association annual report
- Use of the National FFA Alumni Association logo as subject to the terms and conditions of copyright law
- Recognition at the National FFA Alumni Convention
- Reduced cost for advertising space in the Alumni newsletter, *New Visions*.

# ROSTERS

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Rosters are printed annually at the end of the National membership year (September 1 to August 31). All states are requested to submit their rosters to the National FFA Alumni office no later than August 15 in order to allow time to process the rosters for the current membership year and to obtain the membership counts for delegates and awards presentations at the National Convention held in late October.

A computer-generated **membership renewal** roster containing all life and annual members will be mailed to a designated person in each state. Every effort is made to include all members on the rosters. However, due to time constraints, members whose dues are received between August 15 and August 31 will be considered current members but may not appear on the new rosters. It is the responsibility of the chartered state FFA Alumni Associations to mail the affiliate rosters to the designated person in each local affiliate. FFA Alumni members not belonging to a local affiliate are billed directly by each state FFA Alumni Association. States are requested to return roster of renewals to the National FFA Alumni office on a regular basis.

## **SUBMISSION OF ROSTERS:**

- 1) Verify information listed for each member. Make corrections as legibly as possible directly on the roster. For each member renewing, write dollar amounts in applicable columns.
- 2) Draw a single line through names of those who are no longer members.
- 3) List new members at the end of the roster or on a blank roster. Please be sure and include complete mailing address.
- 4) Members who are marked as deceased on the roster will be removed from the mailing list. For the death of a life member who was eligible for the Memorial Scholarship see Membership (page 9).
- 5) Please include member number (if known) for all member questions.
- 6) Return completed rosters along with the state and national dues and magazine subscriptions to your state association office, keeping the pink copy for your affiliate.
- 7) **DUES:** National Annual Member - \$10.00  
National Life Member - \$150.00  
Corporate Membership - \$300.00  
Subscription to New Visions - free with membership  
Subscription to New Horizons - \$2.00 with annual membership,  
Free with Life membership

Special note - only National Life Members will be designated as LIFE on the membership roster. State Life Members will not be designated.

## TAX EXEMPT INFORMATION

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The FFA Alumni Association (local, state, and national) is considered for Internal Revenue Service exemption purposes as a subordinate to the National FFA Organization, which at time of non-profit exemption approval in 1976 was the Future Farmers of America Organization. Article I, Section A of the FFA Alumni Association Constitution defines the FFA Alumni Affiliate as an affiliate of the FFA Organization. Article V, Section A of the FFA Constitution also lists the FFA Alumni as a division of membership followed by Section C giving a definition of eligible persons for Alumni membership.

### INTERNAL REVENUE TAX NUMBER

The central organization, according to the Internal Revenue Service, is the FFA Organization. The FFA has been designated a group exemption number (GEN) by the Internal Revenue Service. All subordinates of the FFA, which includes all **chartered and active** local and state FFA Alumni Affiliates, must use this GEN number to verify tax exempt status on all reports to the IRS. Local and state FFA Alumni Affiliates must file for their own employer identification number (EIN) which is required when filing the IRS Form 990. The EIN is also required when bank accounts are opened or other investments are established that generate interest or dividends for the local or state FFA Alumni. The EIN is obtained by filing an SS-4 form with your regional Internal Revenue Service Center. The SS-4 form has 18 questions and will take only a few minutes to complete. You should list the FFA's GEN number on line 8 of the SS-4 form. Line 8 should read, "If nonprofit organization, enter GEN \_\_\_\_\_." This statement on line 8 will eliminate the local or state association from having to file for their own tax-exempt status, a process which is both costly and time consuming. Line 15 should list educational support as the principal activity.

The IRS sends the National FFA Organization a list of all affiliates using the FFA's group exemption number for their EIN on an annual basis. The national office is required to verify this list for the IRS and add/delete FFA chapters or Alumni affiliates as necessary. If an affiliate becomes inactive (less than 10 dues paying members) with the National FFA Alumni, they will be in violation if they use the GEN for non-profit status.

For control purposes, the National FFA Alumni will provide the GEN number to chartered, active affiliates upon request. Newly chartered affiliates will receive a tax information packet along with their charter certificate and scroll.

### WHO MUST FILE FORM 990

Any Alumni Affiliate receiving a Form 990 must return it to the Internal Revenue Service. Note that if the gross income of your affiliate is normally not more than \$25,000 you are only required to answer the questions at the top of the form. When gross income is (over the period of two or more years) normally greater than \$25,000 a year, the affiliate must complete the entire Form 990 or 990EZ. An affiliate should define gross receipts to mean the total amount received from all sources (including membership dues and all fund raising activities) during its annual accounting period, without subtracting any costs or expenses. If the Alumni affiliate does not receive Form 990 and does not normally have gross income of \$25,000, the affiliate is not required to file Form 990. Form 990EZ may be used by FFA Alumni Affiliates with gross receipts less than \$100,000 and total assets less than \$250,000 at the end of the year.

## **TAX EXEMPT INFORMATION (Continued)**

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### **DUES AND OTHER CONTRIBUTIONS ARE TAX DEDUCTIBLE**

Membership dues and other contributions to the FFA Alumni are eligible IRS deductions for the contributor when the support to the organization and its activities do not derive benefits of more than the nominal monetary value. As outlined in the FFA Alumni Constitution, the organization is designed to support and serve rather than to provide monetary benefits to its members which normally means that contributions are tax exempt.

Personal charitable contributions, under the revised tax laws beginning 1987, may only be claimed as itemized deductions on Schedule A, Form 1040. Items that are normally considered charitable contributions to the FFA Alumni are:

1. Life and annual membership dues
2. Cash contribution
3. Out-of-pocket expenses you paid to do volunteer work for the FFA Alumni. This includes attending conventions and meetings as an official representative, delegate or award winner. Out-of-pocket expenses such as lodging, meals and registrations are normally deductible. For more information, see IRS Publication 526.
4. Car or truck travel at the rate of 12 cents a mile or actual cost of gas and oil for driving on approved FFA Alumni activities or to FFA Alumni meetings when you are the approved representative.
5. The appraised value of material items donated to the FFA Alumni. This could include items donated to an auction, animals donated for FFA livestock chains, or equipment donated to a vocational agriculture shop. Items worth more than \$5,000 must be appraised by a professional appraiser.

You cannot deduct the cost of raffle tickets, events from which you receive personal benefits, entertainment or the value of your time or services. If an individual contributes more than \$3,000 to the FFA Alumni, the contributor must list the FFA Alumni and amount on line 14b of Schedule A, Form 1040. The EIN number of the FFA Alumni Affiliate will be required for contributions over \$3,000. If non-cash contributions are more than \$500, Form 8283 must be completed.

### **EXPENDITURES FOR POLITICAL PURPOSES**

A political expenditure, as defined by the Internal Revenue Service, intends to influence the selection, nomination, election or appointment of anyone to public office or a political organization. The FFA Alumni is a 501(C)3 organization and must file Form 1120-POL if their political expenditure exceeds \$100 per year. The National FFA Alumni policy states that it is non-political and does not make political expenditures as described above. Individuals of the FFA Alumni can make political donations at any time without involving the organization.

## NATIONAL FFA ALUMNI CHARTER

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To charter a **State FFA Alumni Association**, meet and maintain these qualifications:

1. Have at least 50 members who have paid national FFA Alumni member dues.
2. Have a constitution and bylaws in harmony with the National Constitution.
3. Have an executive group with a designated membership chairperson.

To charter a **local FFA Alumni affiliate**, meet and maintain these qualifications:

1. Have at least 10 members who have paid National FFA Alumni member dues (a local alumni affiliate with ten or more national life members will be designated as a national life affiliate).
2. Have a constitution and bylaws in harmony with the National Constitution (example found at the back of this manual).
3. Have a council of elected officers.
4. Complete the Application for Local Charter (found at the back of this manual).
5. Submit the completed **Application for Local Charter**, the **Constitution** and **Bylaws**, and completed **roster** and national **dues** for at least ten members to your State FFA Alumni Association. Your State FFA Alumni Association will forward all forms and documents to the National FFA Alumni Association. Upon receipt of all items, the National FFA Alumni Association will officially charter the new affiliate by issuing an affiliate number, a charter certificate and a scroll.

Any inactive FFA Alumni affiliate may reactivate by sending membership dues for ten or more members to its state FFA Alumni Association. The affiliate should update its constitution and bylaws and have a council of elected officers. If the inactive affiliate prefers to start over as a new affiliate, with no ties to the previous affiliate, the affiliate must apply for a new charter. To secure a new charter, the affiliate must follow the same guidelines as those required by a new affiliate. When approved, a certificate will be issued to the newly created affiliate.

### Reasons to Have a Local FFA Alumni Affiliate

National FFA Alumni Affiliates work to:

- Support and promote the FFA Organization, FFA activities and agricultural education on local, state and national levels.
- Facilitate involvement and support of former members and others interested in FFA and agricultural education.
- Promote and maintain an appreciation of the American free enterprise system.
- Enhance the personal development aspect of FFA.

With the increased diversity of agricultural education programs, it is becoming more difficult for advisors/teachers to keep up with all the additional activities. Former FFA members and interested adults are a natural resource of help and support. Focus is on new technology in agriculture and agribusiness, therefore it is important to involve all types of people in your community. An FFA Alumni Affiliate can unify the local community to support agricultural education and FFA activities and provide valuable assistance to agriculture advisors. With the FFA Advisor coordinating activities, the Alumni can provide hands, hearts and minds to ensuring success.

## NATIONAL FFA ALUMNI CHARTER (Continued)

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### How to Organize a Local FFA Alumni Affiliate

The estimated times below are approximate and show that it doesn't take a lot of time to start an alumni affiliate. Follow these guidelines to establish an alumni affiliate to support your efforts and ensure your program's survival.

<u>Estimated Time</u>	<u>Task</u>
<b>5 minutes</b>	<b>A. Identify potential members.</b> A strong, well-organized, local organization begins with a strong nucleus. Three to five interested individuals can be the foundation to starting off on sound footing. Utilize the leadership the FFA Organization has already developed in your area.
<b>10-15 minutes</b>	<b>B. Develop a tentative constitution and bylaws</b> prior to the meeting. (Suggested constitution and bylaws found in the back of this manual.)
<b>28-29 minutes</b>	<b>C. Call a nucleus meeting to:</b>
5 minutes	1. Review the purpose and benefits of a local affiliate and how it will help local FFA members and the program.
3 minutes	2. Define membership eligibility.
3 minutes	3. Discuss the procedure for chartering a local affiliate.
5 minutes	4. Review the suggested FFA Alumni bylaws, constitution and application for local charter.
2-3 minutes	5. Appoint a chairperson to assign duties.
10 minutes	6. Make a list of potential members and divide the responsibility of contacting each prospect between nucleus committee.
<b>20 minutes</b>	<b>D. Publicize an organizational meeting</b> that is open to the public, the alumni affiliate and community members:
10 minutes	1. Write and deliver a news release to the local media and announce meeting date, location and purpose.
5 minutes	2. Have FFA members send handwritten invitations to parents, administrators and community leaders.
5 minutes	3. Nucleus members contact potential members in person or by telephone. Ask people to spread the word to at least five other individuals.



## NATIONAL FFA ALUMNI CHARTER (Continued)

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<b>60 minutes</b>	<b>E. Conduct the organizational meeting:</b>
5 minutes	1. The temporary chairperson and committee should present the purpose of the meeting, explain purposes and objectives of a local FFA Alumni Affiliate and discuss possible activities to help accomplish them.
5 minutes	2. Review alumni promotional materials.
10 minutes	3. Invite an FFA alumni state or national council member to assist in presenting the purpose and objectives of the alumni association.
30 minutes	4. Temporary chairperson asks for motion to form affiliate. The local chapter advisor or FFA president then takes over the meeting for the election of president. Make sure the president is respected and willing to put forth the time and energy necessary to start an affiliate. The president then takes over the meeting to conduct the election of the vice president, secretary and treasurer. A local constitution and bylaws should be handed out and each item discussed. From this, draw up the permanent constitution and bylaws. A motion to accept the constitution and bylaws is then in order.
10 minutes	5. Establish local dues and set date for next meeting. National and State (annual and life) membership dues amounts should be mentioned. The length of time from this first organizational meeting in which a potential member can be considered a charter member should be set. Most chapters allow one month, the shorter the time, the better.
<b>10 minutes</b>	<b>F. Publicize the results.</b> Publicity of the meeting should go to all media sources. Successful activities of a local FFA Alumni Affiliate will make a successful organization.

### *SPECIAL NOTES:*

- 1. Have all members pay dues immediately following the meeting. This will insure they will be charter members.*
- 2. Complete a roster with each member's first name, last name, complete mailing address (street name, P.O. Box #, City, State and Zip Code).*
- 3. If the member is currently a member of another affiliate and would like to transfer to the new affiliate, please include all information plus current affiliate number and member number if known.*

## SERVICES AT THE NATIONAL LEVEL

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### SERVICES

- Sponsors leadership workshops annually for more than 3,000 FFA members and advisors.
- Provides membership cards and certificates to life members.
- Inserts state newsletters into the *New Visions* newsletter mailing.
- Provides computerized membership rosters for all affiliates and states.
- Provides charter certificates and scrolls for charter member signatures.
- Provides suggested constitution and bylaws for local affiliates.
- Offers FFA Alumni retail merchandise for sale through the FFA supply service.
- Provides national fundraising opportunities.

### MONETARY ACTIVITIES

- \$ Provides approximately \$40,000 annually in Washington Leadership Conference scholarships to FFA members.
- \$ Provides twenty \$1,000 grants to local FFA Chapters.
- \$ Provides five \$1,000 scholarships for future teachers in agriculture.
- \$ Provides one \$1,000 scholarship for an American Degree recipient who is a member of the National FFA Alumni Association (effective 10/26/2001 by random drawing).
- \$ Provides one \$1,000 award to a new/reactivating alumni affiliate (effective 10/26/2001 by random drawing).
- \$ Provides \$25 rebate to the affiliate of each Legion of Merit recipient (effective 11/1/2002).
- \$ Co-hosts the National FFA Honorary American Degree Reception at the National FFA Convention.
- \$ Co-Hosts the National FFA American Degree/Alumni Lunch at the National FFA Convention.
- \$ Sponsors leadership awards for the Post Secondary Agriculture Student Organization.
- \$ Provides support for the National Council for Agricultural Education.
- \$ Sends National FFA *New Horizons* magazine to FFA Alumni life members who wish to receive it.
- \$ Sends National FFA Alumni *New Visions* newsletter to FFA Alumni members who wish to receive it (one per household).

### LEADERSHIP

- ◆ Hosts National FFA Alumni State Leaders Conference annually.
- ◆ Sponsors National FFA Alumni Convention annually.
- ◆ Provides support to regional and national agriculture teacher association meetings.
- ◆ Provides speakers for various FFA and agricultural education events.
- ◆ Supports collegiate agricultural education students by providing facilities and breakfast during national convention.
- ◆ Provides memorial scholarships (based on life membership prior to January 1, 1997) to designated affiliate, state or FFA student.
- ◆ Has representation on the National FFA Foundation Sponsors Board.

## SERVICES AT THE STATE LEVEL

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Services provided by state FFA Alumni Associations will vary depending on the objectives and size of the association. Objectives of the state association determine if it is an organization providing individuals to assist in state-sponsored activities or an organization which serves as a conduit between local affiliates and the National FFA Alumni Association. The number and membership of local affiliates will determine the size of the state association and perhaps will have a bearing on finances available for state-sponsored activities. Following are services that may be provided at the state level.

- Sponsors a LEADERSHIP CAMP for FFA members. States may totally or partially fund it and provide individuals to assist with training sessions.
- Recognize through AWARDS the diverse areas of production, agribusiness and leadership of FFA members who excel.
- Provide SPEAKERS for its membership or finance a speaker for FFA functions, including the state FFA convention.
- Provide members to conduct LEADERSHIP TRAINING SCHOOL seminars for young FFA members.
- Provide SCHOLARSHIPS to assist in defraying expenses for FFA members to attend state and national activities or to continue their education.
- Develop and provide AUDIO-VISUAL communications for loan to local affiliates.
- Develop INFORMATIONAL PACKETS and assist local agricultural education departments with assimilation and distribution of educational materials.
- Develop Alumni DISPLAYS to be loaned to local affiliates for use at malls, fairs and conventions.
- Provide MEMBERS TO SERVE with commodity groups, farm organizations, advisory boards and educational associations.
- Promote FUNDRAISERS to acquire adequate program funding.
- Develop, promote, distribute, collect and analyze SURVEYS for the accumulation of information.
- Assist in COLLECTION of National FFA Foundation Funds.
- Conduct SEMINARS, such as "Agriculture is Everybody's Business," for the private sector.
- Conduct MEDIA CONFERENCES on agriculture and agricultural education.
- Provide members for INTERNATIONAL TRADE AND EDUCATIONAL MISSIONS.
- Recognize INDIVIDUALS WHO SUPPORT the FFA, FFA Alumni and agriculture.
- Provide PUBLIC RELATIONS to the news media with news articles and inform them of upcoming events and activities.
- Provide a DUES COLLECTIONS SYSTEM for which the member receives a membership card, receipt and renewal statement at the proper time.
- Publish a STATE NEWSLETTER for members.
- Distribute an ANNUAL CALENDAR of events.
- Distribute MINUTES of all state meetings to affiliates.
- File HISTORICAL RECORDS so members know their membership is properly preserved.
- Provide INCIDENTALS to affiliates, such as stationary, pins and decals.
- Conduct an ANNUAL MEETING for the purpose of motivation, communication, training and socializing.
- Coordinate DELEGATE REPRESENTATION at the National FFA Alumni Convention.
- Organize a TRAINING GROUP to lend assistance to local affiliates who wish to charter.

## SUGGESTED ACTIVITIES

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### COMMUNITY SERVICE

- Take part in local activities.
- Inform chapter of service opportunities which will benefit the community.
- Encourage the continuation of agricultural opportunities for youth.
- Enable the FFA chapter to use its skills and steer youth toward constructive projects in the community.
- Develop an outdoor laboratory for chapter and community use.
- Initiate a recycling program with local municipality.
- Start a nature center for the elementary/middle schools.

### COOPERATIVE LEADERSHIP ACTIVITIES

- ◆ Work together with FFA members on a safety project.
- ◆ Develop a local chapter cooperative with FFA members.
- ◆ Sponsor an FFA member to the Washington Leadership and Made for Excellence Conferences.
- ◆ Chaperone and sponsor FFA members to greenhand workshops.
- ◆ Assist in financially supporting FFA members attending the state FFA convention.
- ◆ Provide field trips to successful production and agribusiness programs.
- ◆ Provide training stations for high school agricultural education students.
- ◆ Judge record books for awards to be presented at the annual parent-member awards banquet.



### PUBLIC RELATIONS

- ❖ Make the news media aware of FFA Alumni and FFA activities.
- ❖ Strive to get FFA youth featured or interviewed on local talk shows or public information programs.
- ❖ Use the FFA Alumni Association to introduce friends of the FFA to your efforts.
- ❖ Make special efforts to publicize the accomplishments of the chapter or individual members.
- ❖ Encourage sponsors and contributors to continue their support of the FFA Foundation.
- ❖ Make the community aware of any state and federal plans or legislation concerning agricultural education which could either help or hinder the FFA.
- ❖ Keep community leaders aware of the value of the local FFA Chapter.
- ❖ Sponsor an outdoor billboard during National FFA Week.
- ❖ Develop informative folder for eighth grade visitation day.
- ❖ Assist with National Agriculture Day promotions in March.

### SCHOOL BOARD COMMUNICATIONS

- Identify Alumni who are on or have been on the school board.
- Develop a channel of communication with the board immediately.
- Study the board's actions and discuss them with other Alumni members.
- Provide the board members with guidelines and goals for the school's agricultural education program.
- Know how to present your case to the board before you are confronted with problems.
- Publicize the scope, influence and support of your FFA Alumni group.
- Present an annual report of the agricultural education program to the board.

## SUGGESTED ACTIVITIES (Continued)

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### EARNINGS, SAVINGS AND INVESTMENTS

- \$ Assist with FFA Chapter sales.
- \$ Provide Alumni members to audit FFA accounts.
- \$ Share in financial support of FFA community promotions.

### CONDUCT OF MEETINGS

- ✓ Provide parliamentary procedure workshop for local members.
- ✓ Interview local FFA officer candidates.
- ✓ Provide refreshments for FFA meeting.

### MORE...

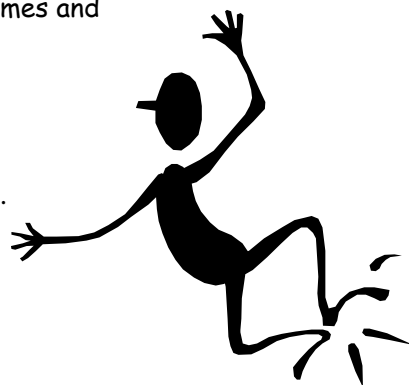
- ☺ Act as advisory board to suggest improvements for local agricultural education/FFA programs.
  - ☺ Help secure job placement opportunities for members.
  - ☺ Assist with developing supervised agriculture experience for members.
- 
- ☺ Hold joint meetings of FFA and FFA Alumni.
  - ☺ Attend FFA banquet honoring members, parents, alumni and sponsors.
  - ☺ Conduct farm and agribusiness tours explaining agriculture for elementary school and civic groups.
  - ☺ Conduct an Agriculture Career Day, allowing each FFA member to assume a different job for one day.
  - ☺ Provide equipment/assistance for chapter farm.
  - ☺ Provide practice facilities and training for FFA judging teams.
  - ☺ Serve as resource personnel for classroom discussion and demonstrations.
  - ☺ Help FFA members select livestock for projects.
  - ☺ Provide judges to select local FFA award winners.
  - ☺ Provide transportation to FFA convention, contests, fairs and other activities.
  - ☺ Serve as "big brothers/big sisters".
- ☺ Provide scholarships for outstanding FFA members.
  - ☺ Help FFA chapter conduct fundraising programs.
  - ☺ Encourage and sponsor an FFA officer to attend a training program.
  - ☺ Assist the agriculture teacher in planning and conducting adult classes.
  - ☺ Sponsor a safe tractor driving school for FFA members wishing to improve their driving skills.
  - ☺ Sponsor a beef and swine carcass show for the entire community.
  - ☺ Make your farm or business available for class activities.
  - ☺ Be a judge for a local or district FFA public speaking contest.
  - ☺ Give a demonstration on orchard pruning.
  - ☺ Assist with the local FFA auction.
  - ☺ Plan and develop a school greenhouse for the agricultural education department.

## SUGGESTED ACTIVITIES (Continued)

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### STILL MORE ...

- ☺ Provide the agricultural education/FFA department with funds for supplies when school budgets are exhausted.
- ☺ Donate items for use in the agriculture department.
- ☺ Purchase shop projects and buy materials for these projects.
- ☺ Provide chaperones for FFA activities.
- ☺ Provide equipment and discounts on the seed and chemicals for the FFA crops.
- ☺ Provide transportation for the animals during the FFA Food for America program.
- ☺ Provide a farm forum for the FFA members by inviting local machinery and equipment dealers to display their products.
- ☺ Purchase an FFA van for the local department.
- ☺ Develop an alumni slide series to assist other affiliates.
- ☺ Provide guest speakers.
- ☺ Have a cooperative concession stand at the county fair or local youth wrestling tournament.
- ☺ Have a workshop for livestock exhibitors on selecting, judging and fitting animals.
- ☺ Send a letter to eighth grade students and parents explaining the agricultural education program and the value of FFA membership.
- ☺ Cooperate with FFA chapter in hosting an Open House and Orientation for eighth grade students and their parents.
- ☺ Sponsor "After-Prom Bash" for all students in school. Gifts, prizes, games and food will help generate interest and a great attendance.
- ☺ Have a Valentine's Day Dance for the entire community.
- ☺ Have an FFA Easter Egg Hunt for the children of the community.
- ☺ Provide meat for the annual FFA Parent-Member Banquet.
- ☺ Purchase trees and shrubs for FFA members to plant in the community.
- ☺ Purchase camera and computer items for the agricultural education/FFA department.
- ☺ Sponsor part of the cost of an FFA jacket for members in a local chapter.



Other ideas can be obtained through reading the *Alumni New Visions* newsletter.

## NATIONAL AWARDS

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### BLUE BLAZER AWARDS

Blue Blazer awards are awarded to the state president, or designated officer, when state membership increases by 100 or more members from the previous year. Sponsored annually by the Ace Nut and Bolt Company, the blazer is awarded at the National FFA Alumni Convention. The award is based on membership numbers as reported on August 31<sup>st</sup> of each year.

### LEGION OF MERIT CITATION

The purpose of the Legion of Merit Citation is to recognize individuals who provide leadership and spend their own time and energies to help build the National FFA Alumni Association.

To qualify for the Legion of Merit Citation, an individual must enroll or renew 15 or more FFA Alumni members or five **new** life members. The Legion of Merit application (found in the back of this manual) must be received in the National FFA Alumni office with postmark date no later than **August 15**. Effective 2002, Alumni affiliates will receive a \$25.00 rebate for each Legion of Merit Award submitted by members of their affiliates.

### OUTSTANDING ACHIEVEMENT AWARDS

Outstanding Achievement Awards are given in recognition of FFA Alumni members for outstanding leadership and service to agricultural education, FFA and FFA Alumni. This annual award is presented at the National FFA Alumni Convention to no more than three individuals.

To be eligible, a candidate must be an FFA Alumni member who has made significant contributions and rendered quality service to agricultural education, FFA and FFA Alumni. Only one of the winners at the national level may have been employed or is presently employed as a teacher, state staff member, or teacher educator of agricultural education.

Each state may annually nominate applicants for the national award. Nominations for the award on the national level should be submitted using the official application form (found in the back of this manual) by state FFA Alumni or by members of the National FFA Alumni Council. Applications must be signed by a State FFA Alumni leader. The completed application should be sent to the National FFA Alumni office with postmark date no later than **July 1**. Only the space provided on the application form should be used; **one additional page may be added if absolutely necessary**. The National FFA Alumni Council chooses the national award recipients or appoints a selection committee for this purpose.

The following statements of criteria serve as a basis for evaluation of award nominees:

1. The individual has gone beyond the call of duty to make relevant contributions to agricultural education, FFA and FFA Alumni.
2. The significant situation, institution or action was changed for the better because of this individual's participation.
3. The individual must be a member and actively involved in the FFA Alumni Association.
4. For national judging, outstanding service is based 50% on local level activity, 25% on state level activity and 25% on national level activity.

## NATIONAL AWARDS (Continued)

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### OUTSTANDING AFFILIATE AWARDS

The Outstanding Affiliate Awards are designed to provide recognition of FFA Alumni Affiliates for outstanding accomplishment and to encourage other affiliates to further achievement. All nationally chartered FFA Alumni Affiliates are eligible. Applications may be submitted, using the official report form (found in the back of this manual), by state FFA Alumni or by members of the National FFA Alumni Council. The year represented in the outstanding affiliate report application should cover the current 12-month reporting period as designated by the local or state association. The completed application should be sent to the National FFA Alumni office with postmark date no later than **July 1**. Only the space provided on the application form should be used; **no additional space on the back of the page is allowed** except as called for under item VIII. Each year, each state may submit at least one local affiliate report or 20% of the total number of affiliates, whichever is greater of those affiliates submitting applications for state consideration. The National FFA Alumni Council chooses the national award recipients or appoints a selection committee for this purpose. The National FFA Alumni Association recognizes all applications as gold, silver or bronze. Effective 2000, the top three winners receive a plaque and a monetary award at the National FFA Alumni Convention: 1<sup>st</sup> place - \$100.00; 2<sup>nd</sup> place - \$75.00; and 3<sup>rd</sup> place - \$50.00. The State FFA Alumni Association recognizes outstanding affiliate(s) at their annual meeting or designated time by presenting a plaque, rotating trophy or other form of recognition (designated by the state).

### SCRAPBOOK CONTEST

The FFA Alumni Scrapbook Contest is designed to encourage affiliates to develop and record their historical background in a systematic manner throughout the years. It is intended to be the collecting point of all activities of the affiliate and members for a one-year period only. The year represented in the scrapbook should cover the current 12-month reporting period as designated by the local or state association. The Scrapbook Contest Evaluation Form with top section completed (found in the back of this manual) along with the scrapbook should be sent to the National FFA Alumni office with postmark date no later than **July 1**. Only one scrapbook per affiliate may be entered. The National FFA Alumni Council chooses the scrapbook award recipients or appoints a selection committee for this purpose.

Factors in scrapbook evaluation are: organization, neatness, quality pictures, identification of pictures/clippings, quality of projects, applicable material and completeness. Effective 2000, the top three scrapbook entries receive a plaque and a monetary award at the National FFA Alumni Convention: 1<sup>st</sup> place - \$100.00; 2<sup>nd</sup> place - \$75.00; and 3<sup>rd</sup> place - \$50.00, and will be displayed in the Alumni Career Booth.

The scrapbook should be organized according to the major committees found in the affiliate's program of activities using the official FFA scrapbook (12 $\frac{1}{2}$ " x 17"). Pictures and articles (dated) of each activity can only be included once and under the most appropriate committee. Suggested items include: pictures of affiliate members in local settings, pictures of affiliate members in FFA Alumni activities, news articles about affiliate activities (must include date of publication), affiliate's program of activities and other material that completes the affiliate's activities.



## NATIONAL INCENTIVE PROGRAMS

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### LOCAL PROGRAM SUPPORT GRANTS

The National FFA Alumni Association is offering grants to local FFA chapters as a means of providing local chapter support. The completed application (found in the back of this manual) should be sent to the National FFA Alumni office with postmark date no later than **September 15**.

FFA chapters should consider items needed to strengthen their chapter's program and/or member support. The grant may be used for computers, equipment, members' supplies, official dress, etc - any items the chapter feels are needed to enhance the local program.

The maximum grant amount is \$1,000. Award winners will be recognized during the National FFA Alumni Convention.

Eligibility requirements are as follows:

1. FFA chapter must be from a chartered, active State FFA Alumni Association and the application must be signed by the state alumni president.
2. FFA chapter must have a **nationally** chartered, active local FFA Alumni Affiliate and the application must be signed by the affiliate president.
3. All time lines, applications and signature requirements must be adhered to or the application will not be considered.

### WASHINGTON LEADERSHIP CONFERENCE SCHOLARSHIPS

Washington Leadership Conference (WLC) scholarships are awarded on an annual basis according to the following national membership achievements:

**Effective for the 2001-2002 membership year:**

- State Association - one \$400 scholarship for each 500 members
- State Association with less than 500 members -- 75¢ per member
- Local Affiliate - one for each 250 annual members and one for each 100 life members

**For the 2002-2003 membership year, the following changes will take effect:**

- WLC Scholarships will increase from \$400 to \$450 per scholarship
- No additional increase for State Associations with membership below 500

State leaders are notified of Washington Leadership Conference awards in the spring of each year by mail and are responsible for making awards to students within their state. Reservations for WLC are the responsibility of the scholarship recipients.

### COLLEGE SCHOLARSHIPS FOR FUTURE TEACHERS IN AGRICULTURE

The National FFA Alumni Association, through the National FFA Foundation College Scholarship Program, provides five \$1000 scholarships annually to students pursuing a degree in agricultural education. Effective 9/2001, the recipient must be either an active National FFA Alumni member or from an FFA chapter with an active National FFA Alumni affiliate.

## NATIONAL INCENTIVE PROGRAMS (Continued)

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### AMERICAN FFA DEGREE SCHOLARSHIP

Established in 2001, FFA members who will be receiving their American Degrees at the 2001 National FFA Convention and are National FFA Alumni members will be eligible to participate in a \$1000 scholarship drawing. All FFA members selected to receive the American Degree Award will receive by mail an official entry form prior to the National FFA Convention. To qualify for the drawing, the FFA member must be a current member of the National FFA Alumni Association (will be verified by National), prepay their national dues, or pay their dues at the national convention. The official entry form must be returned to the National FFA Alumni Association, with membership dues if applicable, postmarked no later than **October 1**. Or the official entry form may be submitted at the National FFA Alumni Association's Career Show Booth at the National FFA Convention. **No duplicates of the entry form will be issued and no photocopies will be accepted.** The winner will be announced at the American Degree Luncheon.

### REBATE PROGRAM

The Membership Rebate Program rewards annual membership growth on the state level. The rebate is based on two factors:

- 1) Number of annual members (over 500) determines \$ multiple
- 2) Number of life members

Number of Annual Members	Rebate Amount per Life Member
501-1500	.75
1501-2500	1.00
2501-3500	1.25
3501-above	1.50

To calculate your state's rebate amount -- find the number of annual members your state has in the chart above, this determines the dollar amount factor. Multiply this factor by the total number of National Life members in your state, this determines your state's total rebate.

The rebates are awarded annually to the State FFA Associations at the National FFA Alumni Convention.

### AFFILIATE INCENTIVE PROGRAM

Established during the 2000/2001 membership year, this program provides an additional incentive for local agriculture instructors to charter new or re-activate existing affiliates. Each agriculture instructor who charters a new or re-activates an existing Alumni affiliate with the National FFA Alumni Association for the current membership year, from September 1 through August 31, will be entered into a \$1,000 drawing. The agriculture instructor whose name is drawn will receive \$500 and their corresponding affiliate will receive \$500. The winner will be drawn at the National FFA Alumni Convention.

## THROUGH THE YEARS

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**1969** - The delegate body of the National FFA Convention established the alumni class of membership as part of the National FFA Constitution.

A temporary executive council, approved by the National FFA Board of Directors and National FFA Officers, developed the National FFA Alumni Association with a tentative constitution, bylaws and budget.

**1970** - The National FFA Board of Directors and National FFA Officers authorized a loan of \$50,000 to develop and implement the Alumni Association.

Gus Douglass  
Chairman

Dr. James P. Clouse  
Vice Chairman

Jay Benham  
Administrative Secretary

The Life Membership class was created and a quarterly newsletter was developed.

**1971** - Indiana, Kansas, Louisiana, Ohio, Oklahoma, Oregon, Tennessee, Texas and Wyoming chartered at the National FFA Convention.

**1972** - An organizational meeting was held in Chicago (on May 12) with 33 states represented (31 chartered). New charters included: Alabama, California, Delaware, Florida, Georgia, Illinois, Kentucky, Michigan, Mississippi, Montana, New Hampshire, Nebraska, New Jersey, North Carolina, North Dakota, Pennsylvania, Virginia, West Virginia and Wisconsin.

The first annual meeting of the National FFA Alumni Association took place. Nine states were chartered: Arizona, Connecticut, Idaho, Maine, Massachusetts, Minnesota, Missouri, Nevada and South Carolina.

The official FFA Alumni emblem was adopted and a plan for reimbursing states \$1 per member when alumni membership met or exceeded total FFA membership in that state.

A memorial fund for life membership was established.

Multiple year memberships were established and the Legion of Merit Citation was sanctioned.

Several Alumni retail items were developed by the National FFA Supply Service.

**1973** - During the second annual meeting, charters were established by Arkansas, New Mexico, New York, Vermont and Washington and 98 Legion of Merit Citations were presented.

Delegates voted to add the Alumni Relations Division to the FFA Program of Activities.

**1974** - The first FFA Alumni Program of Action was adopted along with a constitutional amendment which opened FFA Alumni membership to all individuals interested in promoting vocational agriculture and the FFA.

The first Outstanding Achievement Awards were presented to Jerry Litton, Orion Samuelson and William Kuhfuss at the National Convention.

**1976** - Jay Benham, Administrative Secretary, resigned.

Robert W. "Woody" Cox was selected to fill the vacancy and the title of administrative secretary was changed to executive director.

## THROUGH THE YEARS (Continued)

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**1977** - Leadership workshops were developed and became a highlight of the National FFA Convention.

A strong working relationship was established with the National FFA Foundation.

Alumni became a representative member of the Sponsor's Advisory Board (now known as the Sponsor's Board). A major thrust of the FFA Alumni was to promote the Executive Sponsor Program (Alumni received a portion of the contributions.)

Alumni began a money-making project for local affiliates developed by Ace Nut and Bolt Company and its former president, Bob Wohlford.

**1978** - The FFA Committee on Government was instituted and became an active standing committee. David C. Thomas served as the first chair from 1978-82.

**1983** - Alaska became the forty-ninth state to charter.

**1984** - In total, \$185,000 had been extended to the Alumni to develop and promote its growth. In January 1984, at the first joint meeting of the National Board of Directors and the National FFA Alumni Council, Alumni repayment of \$100,000 was made to the National FFA Organization. Since 1984, the remaining balance has been paid.

**1985** - The first annual Alumni-sponsored Auction was held. FFA Leadership Scholarships are funded from the annual auction.

**1987** - The first FFA Alumni State Leaders Conference, sponsored by Philip Morris USA, was held at the National FFA Center.

**1991** - Restructuring of the National FFA Organization was approved by the National FFA Board of Directors. As a result of the restructuring, the FFA Alumni became an affiliated association.

The FFA Alumni began its own supply service and the budget and operations were separated from the administrative operations of the National FFA Organization.

The FFA Alumni and the National Vocational Agricultural Teachers Association approved a working agreement that improved the governmental affairs activities of both organizations.

**1995** - Robert W. "Woody" Cox resigned and Ricardo L. Valencia was installed as the executive director.

**1996** - An official national spokesperson, Ty England (country music artist), was established.

**1997** - Ricardo L. Valencia vacates the position of executive director. Gene A. Starr was selected as the new executive director.

**1998** - The National FFA Alumni Association moved to its new location at The National FFA Center in Indianapolis, Indiana.

**1999** - The 28<sup>th</sup> National FFA Alumni Convention was held in Louisville, Kentucky. The 15<sup>th</sup> annual Alumni Auction reached the \$100,000 mark.

Twenty \$1000 chapter grants were awarded for the first time to local FFA chapters.

## THROUGH THE YEARS (Continued)

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### NATIONAL PRESIDENTS

1972-74 Gus R. Douglass, West Virginia	1988-89 James L. Sipiorski, Wisconsin
1974-75 James P. Clouse, Virginia	1989-90 Josiah Phelps, Georgia
1975-76 Richard C. Waybright, Pennsylvania	1990-91 Roxann Sommers, Ohio
1976-77 David C. Thomas, Missouri	1991-92 Virgil O. Martinson, Wisconsin
1977-78 Arthur R. Kurtz, Wisconsin	1992-93 Mark A. Williams, Florida
1978-79 Odell C. Miller, Ohio	1993-94 June Dean, Oklahoma
1979-80 Floyd J. Doering, Wisconsin	1994-95 Ken Natzke, Wisconsin
1980-81 Phyllis J. Sokolsky, Oklahoma	1995-96 Ray Herren, Georgia
1981-82 Harold D. Lineberry, Tennessee	1996-97 Shirley Carte, Florida
1982-83 Kenneth G. Seering, Wisconsin	1997-98 Linda Story, Kentucky
1983-84 Eldon E. Witt, Illinois	1998-99 Barry Anderson, Nebraska
1984-85 Jay Householder, Ohio	1999-2000 F. Mac Hodges, North Carolina
1985-86 Gary L. Maricle, Nebraska	2000-2001 Jim W. Allsup, Texas
1986-87 Larry Reese, Florida	2001-2002 Cindy Ettestad, Oregon
1987-88 Rick L. Metzger, Ohio	

### OUTSTANDING AFFILIATE AWARD RECIPIENTS

1976 Evansville, Wisconsin	1990 Denmark, Wisconsin
1977 Marysville, Ohio	1991 Milton, Wisconsin
1978 Denmark, Wisconsin	1992 Milton, Wisconsin
1979 New Lexington, Ohio	1993 Milton, Wisconsin
1980 New Lexington, Ohio	1994 LeRoy, Illinois
1981 New Lexington, Ohio	1995 Milton, Wisconsin
1982 East Butler, Nebraska	1996 LeRoy, Illinois
1983 Denmark, Wisconsin	1997 Scott County, Kentucky
1984 Denmark, Wisconsin	1998 Denmark, Wisconsin
1985 Bushnell-Prairie, Illinois	1999 Milton, Wisconsin
1986 New Lexington, Ohio	2000 Milton, Wisconsin
1987 Denmark, Wisconsin	2001 Denmark, Wisconsin
1988 Denmark, Wisconsin	
1989 Milton, Wisconsin	

## THROUGH THE YEARS (Continued)

### OUTSTANDING ACHIEVEMENT AWARD RECIPIENTS

1974	Jerry Litton, Missouri William Kuhfuss, Illinois Orion Samuelson, Illinois	1988	Gary L. Maricle, Missouri Alan Mazna, Wisconsin Ralph Barnett, Tennessee
1975	Phillip Alampi, New Jersey Dana Bennett, Vermont O.W. Randolph, Illinois	1989	Ralph R. Dreessen, Oklahoma Eldon E. Witt, Illinois Arnold B. Cordes, Wisconsin
1976	William Paul Gray, Virginia Donald McDowell, Wisconsin	1990	Rick L. Metzger, Ohio Thomas Wolfe, Ohio Ken Natzke, Wisconsin
1977	Ralph E. Bender, Ohio H. Neville Hunsicker, Virginia Webster Tenney, Florida	1991	James L. Sipiorski, Wisconsin Darell Birnschein, Wisconsin Wallace Shilberg, Wisconsin
1978	Lawrence L. Augenstein, California Paul Findley, Illinois Jay Benham, Ohio	1992	Roger "Duff" Fanning, Wisconsin Donald "Porky" Burmeister, Iowa John Croft, Illinois
1979	Howard R. Bradley, Kansas Gus R. Douglass, West Virginia James W. Guilinger, Illinois	1993	Gerald L. Fredrick, Wisconsin Dennis Engelke, Texas Ray Brown, Iowa
1980	J. Lamar Branch, Georgia James P. Clouse, Virginia Thomas E. Stine, Missouri	1994	Earl H. Cheek, Georgia David Still, Illinois
1981	Terry Horn, Tennessee David C. Thomas, Missouri Wes Watkins, Oklahoma	1995	Josiah Phelps, Georgia June Dean, Oklahoma Donald Noack, Wisconsin
1982	Raymond W. Bernhardt, Missouri David L. Thornton, Ohio Eleanor G. Mayfield, Kansas	1996	R.D. Johnson, Illinois Kathleen L. Kent, Iowa John D. Kent, Iowa
1983	Ozzie S. Gilbertson, Nebraska Odell C. Miller, Ohio Floyd J. Doering, Wisconsin	1997	Jim Spath, Nebraska James Allen Shiflet, Virginia Marie Salzsieder, Wisconsin
1984	Donald D. Dolezal, Nebraska Harold D. Lineberry, Tennessee Ruth Anderson, Ohio	1998	Sonny Deke, Iowa Phyllis Weber, Ohio Marilyn Madsen, Wisconsin
1985	Phyllis Sokoloky, Oklahoma Monte Reese, Kansas	1999	Patrick Curl, Iowa Charlie Hamilton, Kentucky Rod Stewart, Kansas
1986	Arthur R. Kurtz, Wisconsin Ted D. Ward, Nebraska Layton G. Peters, Minnesota	2000	Shirley Carte, Florida Monte Ladner, Mississippi Linda Story, Kentucky
2001	Duane A. Van Sickle, Ohio Gary W. Bye, Washington Robert Schumacher, Wisconsin		

# APPENDIX

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# Local Program Support Grant Application

Mail to the National FFA Alumni Office, 6060 FFA Drive, PO Box 68960, Indianapolis, IN 46268-0960

For information and eligibility requirements see page 23

Entries must be postmarked by **September 15**

Chapter \_\_\_\_\_ Chapter Number \_\_\_\_\_

High School \_\_\_\_\_ School Phone (    ) \_\_\_\_\_

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

Chapter Advisor \_\_\_\_\_ Signature \_\_\_\_\_

Chapter President \_\_\_\_\_ Signature \_\_\_\_\_

Local Alumni Affiliate \_\_\_\_\_

Local Alumni President \_\_\_\_\_ Signature \_\_\_\_\_

State Alumni President \_\_\_\_\_ Signature \_\_\_\_\_

Project Name \_\_\_\_\_

*Additional pages may be added if necessary*

**A. Goals/objectives - 20%:** (What do you want to accomplish?) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**B. Plan of action - 10%:** (Who, what, when, where, why, how?) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**C. Impact - 40%:** (How will this project make an impact on your members and/or program?) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



D. **Budget - 20%:** (Indicate expenses, resources, materials and cash needed to complete the project. Indicate the total amount needed.)

Item #	Description of Item	Unit Cost	Quantity	Total Cost
1.		\$		\$
2.		\$		\$
3.		\$		\$
4.		\$		\$
5.		\$		\$
6.		\$		\$
7.		\$		\$
8.		\$		\$
9.		\$		\$
10.		\$		\$
TOTAL COST OF PROJECT				\$

E. **Other - 10%:** Below list any other information you feel is vital to your request or which the committee should consider. \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Project Name: \_\_\_\_\_

## GRANT COMMITTEE EVALUATION

Objectives: \_\_\_\_\_ / 20%

Plan of Action: \_\_\_\_\_ / 10%


Impact: \_\_\_\_\_ / 40%

Budget: \_\_\_\_\_ / 20%

Other: \_\_\_\_\_ / 10%

Application Total: \_\_\_\_\_

Total Awarded: \$ \_\_\_\_\_



# National FFA Alumni Council Nomination Form

Mail to the National FFA Alumni Office, 6060 FFA Drive, PO Box 68960, Indianapolis, IN 46268-0960

Entries must be postmarked by **July 1**

State: \_\_\_\_\_

FFA Region: \_\_\_\_\_

Nominated by: \_\_\_\_\_

Name of Nominee: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: (    ) \_\_\_\_\_ Fax: (    ) \_\_\_\_\_

Occupation: \_\_\_\_\_

Occupational Background or Experience (if self-employed, include brief summary):

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FFA Alumni Activities (include activities at all levels):

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FFA Activities or Awards (when an active member):

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Outstanding Achievements and Community Activities:

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Other:

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# National Legion of Merit Citation Application

Mail to the National FFA Alumni Office, 6060 FFA Drive, PO Box 68960, Indianapolis, IN 46268-0960  
 Entries must be postmarked by **August 15th**

The purpose of the Legion of Merit Citation is to recognize individuals who provide leadership and spend their own time and energies to help build the National FFA Alumni Association.

To qualify for the Legion of Merit Citation, you must enroll **15** or more new or renewal National FFA Alumni annual members or **5 NEW** life members.

Legion of Merit Recipient \_\_\_\_\_ Phone (\_\_\_\_\_) \_\_\_\_\_

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

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Affiliate Name \_\_\_\_\_

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

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

The following FFA Alumni members have been personally signed up by the person listed above.

NAME	ADDRESS	CITY	STATE	ZIP	TYPE	
					Reg	Life
1.					<input type="checkbox"/>	<input type="checkbox"/>
2.					<input type="checkbox"/>	<input type="checkbox"/>
3.					<input type="checkbox"/>	<input type="checkbox"/>
4.					<input type="checkbox"/>	<input type="checkbox"/>
5.					<input type="checkbox"/>	<input type="checkbox"/>
6.					<input type="checkbox"/>	<input type="checkbox"/>
7.					<input type="checkbox"/>	<input type="checkbox"/>
8.					<input type="checkbox"/>	<input type="checkbox"/>
9.					<input type="checkbox"/>	<input type="checkbox"/>
10.					<input type="checkbox"/>	<input type="checkbox"/>
11.					<input type="checkbox"/>	<input type="checkbox"/>
12.					<input type="checkbox"/>	<input type="checkbox"/>
13.					<input type="checkbox"/>	<input type="checkbox"/>
14.					<input type="checkbox"/>	<input type="checkbox"/>
15.					<input type="checkbox"/>	<input type="checkbox"/>

This is certified by the FFA Advisor or the FFA Alumni President to be correct information.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

# National Outstanding Achievement Award Application

Mail to the National FFA Alumni Office, 6060 FFA Drive, PO Box 68960, Indianapolis, IN 46268-0960

Entries must be postmarked by **July 1**

Name of Nominee: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_

Title or Occupation of Nominee: \_\_\_\_\_

Has nominee ever been employed as a teacher, state staff, or teacher educator of agriculture education? Yes / No

PLEASE BE AS SPECIFIC AS POSSIBLE IN ANSWERING THE FOLLOWING. ADD NO MORE THAN ONE ADDITIONAL PAGE, IF ABSOLUTELY NECESSARY.

In what way has the nominee demonstrated "outstanding service" to agricultural education, FFA and the FFA Alumni? (Service denotes contributions of time, expertise, talent, money, facilities, equipment or sacrifices made beyond the expectations of the job or elected position.)

**Local (50 points):**

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**State (25 points):**

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**National (25 points):**

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Nominated by the State of: \_\_\_\_\_ Date: \_\_\_\_\_

State FFA Alumni Leader: \_\_\_\_\_  
(Printed Name) (Signature)

Title: \_\_\_\_\_

Address: \_\_\_\_\_

# National Outstanding Affiliate Award Application

Mail to the National FFA Alumni Office, 6060 FFA Drive, PO Box 68960, Indianapolis, IN 46268-0960  
 Entries must be postmarked by **July 1**

Name of Affiliate \_\_\_\_\_

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

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone (    ) \_\_\_\_\_ Fax (    ) \_\_\_\_\_

Report for the year beginning \_\_\_\_\_ and ending \_\_\_\_\_

Year when FFA Alumni affiliate was chartered \_\_\_\_\_

## DIVISION I

Number of paid members: Annual \_\_\_\_\_ Life \_\_\_\_\_  
 Number of membership meetings held: \_\_\_\_\_  
 Number of FFA Alumni executive meetings held: \_\_\_\_\_  
 Number of delegates who attended state FFA Alumni Convention: \_\_\_\_\_  
 Number of delegates who attended National FFA Alumni Convention: \_\_\_\_\_  
 Number of members who earned a Legion of Merit Citation: \_\_\_\_\_  
 Number of executive sponsors of the FFA: \_\_\_\_\_  
 Membership increase over the previous year: \_\_\_\_\_  
 Is your instructor a member of the FFA Alumni council(board)? Yes / No

## DIVISION II (20 POINTS)

List instructional activities (one per line) conducted for agricultural education and/or supervised agricultural experience programs of students:

	# Alumni Participants	#FFA Participants	\$ Value or # Hours
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			

**DIVISION III (15 POINTS)**

List activities (one per line) conducted in cooperation with the FFA Chapter.

# Alumni    #FFA    \$ Value or  
Participants    Participants    # Hours

1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			

**DIVISION IV (15 POINTS)**

List activities (one per line) conducted to finance FFA or FFA Alumni Activities.

# Alumni    #FFA    \$ Value or  
Participants    Participants    # Hours

1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			

**DIVISION V (10 POINTS)**

List activities (one per line) conducted at other than the local level.

# Alumni    #FFA    \$ Value or  
Participants    Participants    # Hours

1.			
2.			
3.			
4.			
5.			

**DIVISION VI (10 POINTS)**

List activities (one per line) conducted of a social or fellowship nature.

# Alumni #FFA \$ Value or  
Participants Participants # Hours

1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

**DIVISION VII (15 POINTS)**

List recruitment activities (one per line) for FFA Alumni membership.

# Alumni  
Involved

1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	
Results:	

**DIVISION VIII (15 POINTS)**

- I. Application may include up to 12 photographs, either color or black and white. Captions describing each photograph are limited to 50 words. (7.5 points)
- II. Application may include up to 12 news articles. (7.5 points)
  - a. \_\_\_\_\_ Number of newspaper articles explaining projects and activities conducted cooperatively with the local FFA chapter.
  - b. \_\_\_\_\_ Number of radio/TV programs presented during the past year.

\_\_\_\_\_  
FFA Alumni Chairman or President

\_\_\_\_\_  
FFA Alumni Secretary

\_\_\_\_\_  
FFA Advisor

\_\_\_\_\_  
Date Submitted

# Scrapbook Contest Evaluation Form

Mail to the National FFA Alumni Office, 6060 FFA Drive, PO Box 68960, Indianapolis, IN 46268-0960

Entries must be postmarked by **July 1**

FFA Alumni Affiliate \_\_\_\_\_

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

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Contact Name \_\_\_\_\_ Phone (    ) \_\_\_\_\_

RATING:     Gold \_\_\_\_\_ (National Winner selected from the gold ratings)

Silver \_\_\_\_\_ Bronze \_\_\_\_\_ Honorable Mention \_\_\_\_\_

**FACTORS CONSIDERED IN EVALUATION:**

	TOTAL POSSIBLE POINTS	POINTS AWARDED
<b>1. Organization</b>	<b>25 points</b>	
a. Cover (5)		
b. Table of Contents (10)		
c. Sections (5) (fundraising, recreation, etc.)		
d. Pages Numbered (5)		
<b>2. Neatness</b>	<b>35 points</b>	
a. Legibility (15)		
b. Appropriate Size Lettering (10)		
c. Pleasing Layout (10)		
<b>3. Pictures</b>	<b>25 points</b>	
a. Focus (15)		
b. Sufficient Number (10)		
<b>4. Identification of Pictures and Clippings</b>	<b>10 points</b>	
a. Sufficiently Explained (6) (not to exceed 50 words)		
b. Neat (2)		
c. Legible (2)		
<b>5. Completeness - Illustrate All Items in         Table of Contents</b>	<b>5 points</b>	
<b>TOTAL</b>	<b>100 points</b>	



# Application for Local Charter

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We, \_\_\_\_\_, Council President, and \_\_\_\_\_, Council Secretary, acting as officers of the organization known as \_\_\_\_\_ FFA Alumni, an organization for past, active, collegiate and honorary FFA members, and present and former professional agricultural educators, and other individuals interested in supporting agricultural education, having at present \_\_\_\_\_ (#) members and acting for this organization, do hereby make application to be chartered as an affiliate of the FFA Alumni Association.

We are attaching to this application: **1)** purposes or proposed constitution and bylaws under which we desire to operate in harmony with the \_\_\_\_\_(state)/National FFA Alumni constitution; **2)** a list of at least ten members who have paid \_\_\_\_\_(state)/National dues and / or the names and addresses of \_\_\_\_\_ (#) new members and payment of \$\_\_\_\_\_ to cover the cost of their dues; and **3)** the names of our executive group with a designated president. Our FFA Alumni Council is as follows:

**President:** \_\_\_\_\_  
Name Telephone Number

Street Address City State Zip

**Vice President:** \_\_\_\_\_  
Name Telephone Number

Street Address City State Zip

**Secretary:** \_\_\_\_\_  
Name Telephone Number

Street Address City State Zip

**Treasurer:** \_\_\_\_\_  
Name Telephone Number

Street Address City State Zip

**Other:** \_\_\_\_\_  
Name Telephone Number

Street Address City State Zip

If granted a charter, we shall comply with the State and National Constitution and Bylaws of the FFA Alumni Association and work for the successes and purposes of the FFA Alumni Association.

We certify that the information given in this application and attachments hereto is true and correct.

\_\_\_\_\_  
FFA Advisor

\_\_\_\_\_  
Council President

\_\_\_\_\_  
Date and Place Signed

\_\_\_\_\_  
Council Secretary

# Suggested Constitution

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## ARTICLE 1. NAME AND PURPOSE

- Section A. The name of the organization shall be the \_\_\_\_\_ FFA Alumni.
- Section B. The purpose of the organization shall be:
1. To support and promote the FFA Organization FFA activities and agricultural education on local, state and national levels.
  2. To provide a tie to the FFA and to assist FFA and agricultural education personnel to involve former members and others interested in supporting worthy activities.
  3. To promote greater knowledge of agricultural industry and support education in agriculture.
  4. To cooperate with \_\_\_\_\_ FFA Chapter and the \_\_\_\_\_ State and National FFA Alumni Association.
  5. To promote and maintain an appreciation of the American Free enterprise system.
  6. To promote the personal development aspect of the FFA.

## ARTICLE II. ORGANIZATION

- Section A. The \_\_\_\_\_ FFA Alumni is a chartered local affiliate of the \_\_\_\_\_ (state) FFA Alumni Association that is chartered by the National FFA Alumni Association. (If no state association exists, apply directly to the National.)
- Section B. The \_\_\_\_\_ FFA Alumni accepts in full the provisions in the constitution and bylaws of the \_\_\_\_\_ (state) and National FFA Alumni Associations. (If no state association exists, apply directly to the National.)

## ARTICLE III. MEMBERSHIP

Membership shall be open to former active, collegiate and honorary FFA members, present and former professional agricultural educators, parents of FFA members and others interested in the FFA, upon payment of dues.

## ARTICLE IV. EMBLEM

The gold FFA emblem with the word Alumni below it shall serve as the emblem of the \_\_\_\_\_ FFA Alumni.

## ARTICLE V. EXECUTIVE BODY

- Section A. The executive body of the \_\_\_\_\_ FFA Alumni shall be the \_\_\_\_\_ FFA Alumni Council.
- Section B. The \_\_\_\_\_ FFA Alumni Council shall consist of \_\_\_\_ (#) persons. *(The council might be selected in such a way that represents a cross section of the community and consists of interested individuals.)*
1. \_\_\_\_\_ (#) person(s) elected at-large by the membership.
  2. \_\_\_\_\_ (#) representative(s) from *(consideration may be given to geographic locations, age, occupation, organization membership, length of residence in community, parents and other.)*
  3. The current FFA Chapter representative.
  4. The immediate past FFA Chapter officer.
  5. Past FFA Alumni president.
  6. The local FFA advisor(s) shall serve as ex-officio non-voting member(s)

## **Suggested Constitution (Continued)**

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- Section C. All members of the \_\_\_\_\_ FFA Alumni Council must be active members of the FFA Alumni, with the exception of the current FFA Chapter representative and immediate past FFA Chapter officer, and shall serve three-year terms on a staggered basis.
- Section D. The \_\_\_\_\_ FFA Alumni Council shall select annually a president, vice-president, secretary and treasurer from the council membership. The treasurer's books should be audited annually by a qualified person.
- Section E. Duties of the officers shall be consistent with those usually appertaining to these positions. *(Additional officers may be added if necessary.)*

### **ARTICLE VI. MEETINGS**

- Section A. The \_\_\_\_\_ FFA Alumni Council shall meet once per year. Additional meetings may be called by the president or by a majority of the council members upon petition to the secretary.
- Section B. There shall be an annual meeting of the membership of the \_\_\_\_\_ FFA Alumni. Additional membership meetings may be called by the \_\_\_\_\_ FFA Alumni Council. *(The annual meeting might be held in conjunction with or immediately following the local FFA banquet.)*

### **ARTICLE VII. DUES**

The annual dues of the \_\_\_\_\_ FFA Alumni shall be recommended by the FFA Alumni Council and fixed by majority vote of members present at the annual meeting. State and national dues must be paid on a calendar membership year basis for all active FFA Alumni members. No members shall be considered an active member and in good standing unless full dues are paid.

### **ARTICLE VIII. AMENDMENTS**

- Section A. The constitution of the \_\_\_\_\_ FFA Alumni may be amended or changed at any regular meeting by a two-thirds vote of the active members present providing it is not in conflict with the constitution of the State or National FFA Alumni Associations. [Or voting shall be by mail ballot.] Ballots shall be submitted to the membership at least 30 days prior to the opening of the annual meeting and the ballots returned with a postmark no later than one week before the opening date of the annual meeting. Affirmation by two-thirds of those voting shall be necessary to adopt an amendment.
- Section B. Proposed amendments to the constitution of the \_\_\_\_\_ FFA Alumni may be submitted by any active member and must be in writing and received by the secretary prior to the annual meeting. Proposed amendments shall be approved by at least three members of the FFA Alumni council before being submitted to the membership for consideration.
- Section C. Amendments to the bylaws of the \_\_\_\_\_ FFA Alumni may be adopted to fit the needs of the chapter at any regular chapter meeting by a two-thirds vote of the active members present providing such bylaws in no way conflict with the constitution and bylaws of the State or National FFA Alumni Associations. Or alternate possibility as follows: Proposed amendments may be submitted by any active member and must be in writing and received 30 days prior to the opening of the annual meeting. Proposed amendments that have been approved for submission by two-thirds majority of the FFA Alumni Council shall be submitted to the membership at least one week prior to the opening of the annual meeting. Voting shall be at the annual meeting with affirmation by two-thirds of those present being necessary for adoption.

# Suggested Bylaws

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## ARTICLE 1. FFA ALUMNI AFFILIATE/ASSOCIATION BYLAWS

These bylaws shall be considered a part of the constitution of the \_\_\_\_\_ FFA Alumni.

## ARTICLE II. LOCATION OF PRINCIPLE OFFICE

The principle office of the \_\_\_\_\_ FFA Alumni shall be located at:

\_\_\_\_\_  
(NAME OF SCHOOL, IF APPLICABLE)

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
CITY

\_\_\_\_\_  
STATE

\_\_\_\_\_  
ZIP

( \_\_\_\_\_ )

\_\_\_\_\_  
TELEPHONE NUMBER

( \_\_\_\_\_ )

\_\_\_\_\_  
FAX NUMBER

## ARTICLE III. PROCEDURE FOR SELECTION OF \_\_\_\_\_ FFA ALUMNI OFFICERS (Adapt to local conditions)

Section A. The \_\_\_\_\_ (#) members of the \_\_\_\_\_ FFA Alumni Council that are selected from the membership-at-large shall be elected by vote at the annual meeting. Each member in good standing shall be entitled to vote.

Section B. The \_\_\_\_\_ (#) representative(s) from each of the following areas:

\_\_\_\_\_ shall be elected by vote at the annual meeting. Each member in good standing shall be entitled to vote.

Section C. The current FFA Chapter representative and the immediate past FFA Chapter officer shall serve as members of the council by virtue of their positions. The local FFA advisor(s) and past council president shall serve as ex-officio, non-voting members.

Section D. All voting council members, other than those provided for in Section C, shall serve a three-year term, not more than one-third of whom may be seated in any one year. The method of rotation is prescribed as follows: *(Adapt to local conditions.)*

Section E. Whenever a vacancy occurs on the \_\_\_\_\_ FFA Alumni Council, other than from expiration of their terms of office, the local FFA Alumni Council shall appoint a person to fill the unexpired term of office.

## ARTICLE IV. DUTIES OF THE ALUMNI COUNCIL

Section A. It shall be the duty of the FFA Alumni Council to direct the operation of the affiliate/association in accordance with its constitutional purposes. It shall be responsible for planning the programs and activities in which it is advisable for the affiliate/association to participate.

Section B. The FFA Alumni Council may appoint such committees necessary to further the work of the \_\_\_\_\_ FFA Alumni Council.

## Suggested Bylaws (Continued)

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### ARTICLE V. TIME OF MEETINGS

The annual meeting and other necessary meetings of the \_\_\_\_\_ FFA Alumni shall be held at such a place and time as may be prescribed by the local FFA Alumni Council. The annual meeting shall be held prior to the annual state meeting at a time either in correlation with the local FFA chapter banquet or some other appropriate time.

### ARTICLE VI. FISCAL YEAR

Section A. The fiscal year of the local FFA Alumni shall be determined by the members of the affiliate according to their constitution and bylaws.

Section B. Books and records of the \_\_\_\_\_ FFA Alumni may be inspected by any member or his agent or attorney at any reasonable time.

Section C. There shall be an annual audit of the \_\_\_\_\_ FFA Alumni. The treasurer, or anyone authorized to handle and account for funds should be bonded in sufficient amount to protect the FFA Alumni.

