



2008
NATIONAL FFA
ALUMNI
MANUAL

**“Celebrate the Present,
Invest in the Future”**

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2007/2008 Edition

Fees and dues found in manual are subject to change.

All materials found in this manual may be reproduced for FFA Alumni purposes.

National FFA Alumni Association

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FFA ALUMNI MISSION

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

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

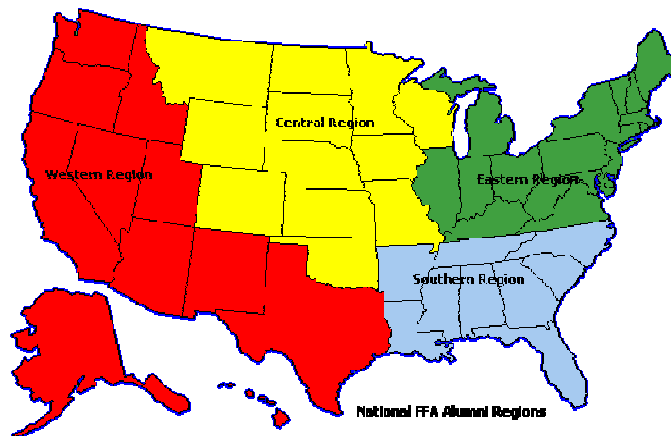
The **National FFA Alumni Council** is responsible for the policies and strategic planning of the National FFA Alumni Association. This council serves as the executive body of the association and is subordinate to the National FFA Board of Directors. The council meets at least twice each year. Members 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-elect annually from the members of the council.

The positions of the National FFA Alumni Council are established by the *National FFA Alumni Association Bylaws, Article VI, Section II*. Procedures for filling the positions of the National FFA Alumni Council are established by the *National FFA Alumni Association Bylaws, Article VI, Section VI. Procedure for Selection of members of the Council*.

For a current listing of the National FFA Alumni Council, please visit our website:
www.ffa.org/alumni/

NATIONAL FFA & FFA ALUMNI REGIONS

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



**BYLAWS
OF THE NATIONAL FFA ALUMNI ASSOCIATION**

ARTICLE I

Name/Emblem

- Section I.** The name of this National FFA Organization affiliate shall be the National FFA Alumni Association.
- Section II.** The emblem of the National FFA Alumni Association is a triangular shield with an FFA emblem and the word "Alumni" below it. (Refer to the emblem found on the cover page of this document.)

ARTICLE II

Purpose

- Section I.** The purpose of the National FFA Alumni Association shall be:
- A. To support and promote FFA activities and agricultural education on local, state and national levels.
 - B. To provide a tie to and assist FFA and agricultural education personnel to involve former members, supporters and volunteers in worthy activities.
 - C. To promote greater knowledge of the agricultural industry and support education in agriculture.
 - D. To cooperate with the National FFA Board of Directors and the National FFA Foundation.
 - E. To promote and maintain an appreciation of the American free enterprise system.
 - F. To promote the personal development of the FFA and FFA alumni members and volunteers.

ARTICLE III

Organization

- Section I.** The National FFA Alumni Association is an affiliate of the National FFA Organization.
- Section II.** The National FFA Alumni Association consists of chartered State Associations, local affiliates and members-at-large, which operate in harmony with the National FFA Organization. Any group using the name "FFA Alumni" must affiliate and charter with the State, if a State Association exists, as well as the National Association. They must also pay National dues for each member.
- Section III.** *State Alumni Associations*
State Associations shall be eligible to become chartered when:
- A. It is organized with at least 50 charter members who paid National FFA Alumni dues.
 - B. It has bylaws and/or constitution in harmony with the National FFA Alumni Bylaws.
 - C. It has an executive group with officers.
- Section IV.** *Local affiliates*

Local affiliates shall be eligible to become chartered when:

- A. It has at least 10 charter members who have paid state and national dues. Local affiliates may affiliate directly with the National FFA Alumni Association when no State Association exists.
- B. Its bylaws and/or constitution are in harmony with the National FFA Alumni Association.
- C. It has an executive group with officers.

Section V. *Membership-at-Large*

Membership-at-Large is designated for a member that does not have a local affiliate or State Association and pays dues directly to the National Association.

Section VI. The State Associations or local affiliates are eligible to maintain affiliation status provided the requirements stated in this article continue to be met.

Section VII. *Reports and Audits*

- A. Books and records of the National FFA Alumni Association may be inspected by any member or his agent at any reasonable time.
- B. There shall be an annual audit of the National FFA Alumni Association.
- C. The fiscal year and reporting year are from September 1 to August 31.

ARTICLE IV

Membership

Section I. Membership shall be open to anyone interested in supporting FFA, Agricultural Education, or volunteerism. Membership in the FFA Alumni includes many rights, benefits, and privileges, however, no level of membership entitles any member to act for and/or on behalf of any local, state or the National FFA Alumni Association regarding any policy or position unless granted by and through these bylaws and/or is otherwise granted specifically, in writing, by the National FFA Alumni Association.

Section II. *Types of Membership*

A. Annual Membership

1. All annual members have equal class and privileges; there are no associate, honorary, privileged or lesser classes of membership.
2. Is a 12-month period beginning September 1 and ending August 31.
3. Annual membership dues of the National FFA Alumni Association shall be recommended by the National FFA Alumni Council and fixed by a majority vote of the delegates present at the annual meeting.
4. State Associations and local affiliates may establish their own membership dues for annual membership in addition to the national dues.
5. Membership renewal procedures are conducted by a roster system. State Associations are to return member rosters to the National FFA Alumni office on an annual basis. If no State Association exists, then rosters will be sent directly to the national office.

- B. Life Membership
 - 1. Has established dues at \$150 as of November 1, 1993.
 - 2. The life membership amount is deposited in an investment fund. The interest earned is returned to the operating fund.
 - 3. Upon the death of a life member, whose life membership began before January 1, 1997 an amount equal to the amount of their life membership will be presented in their name as a scholarship as designated.
 - 4. State Associations and local affiliates may establish their own life membership category and set dues for life members.
- C. Corporate Membership
 - 1. Is a 12-month period beginning September 1 and ending August 31.
 - 2. Corporate dues and benefits 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.

ARTICLE V

Officers

Section I. The officers of the National FFA Alumni Association will be the President, President-Elect and the immediate Past-President.

Section II. *Duties/qualifications of officers*

- A. President
 - 1. The President will be an individual who has served as the President-Elect the previous year.
 - 2. The President will be the principal officer of the Association.
 - 3. It will be the President's duty to preside at all meetings of the National FFA Alumni Council, the Executive Committee and the Association and to carry out the general mission and objectives of the Association.
 - 4. The President will be an ex officio member of all committees, except for the nominating committee.
- B. President-Elect
 - 1. The President-Elect, at the direction of the President, will act in the President's behalf, and perform such duties as are usual and customary of a vice president.
 - 2. Any candidate for the office of President-Elect must first have been elected by the delegates to any other elected position on the Council and served at least one year in that position.
 - 3. Likewise, the Past President or other retired council members may not be a candidate for President-Elect without first being elected again and serving one year on the Council.

- C. Past President
 1. Is the immediate Past President of the Association.
 2. Should the President-Elect not be able or available to perform the assigned duties of that office, the immediate Past President will assume the duties of that office until such time as the President-Elect is able to resume such duties or until the National FFA Alumni Council appoints a person to complete the unexpired term of office of the President-Elect.

Section III. *Nomination and Selection*

- A. President
 1. The President of the association will be the previous year's President-Elect unless 2/3 of the delegates vote to remove the President-Elect from office.
 2. If the President-Elect is removed from office, the position of President will be filled via nominations by the delegates from qualified Council members.
 3. Once removed from office that individual may never again serve on the National FFA Alumni Council.
- B. President-Elect
Candidates for President-Elect will be selected from qualified Council members by a five (5) member nominating committee who are members of the Council and appointed by the Council President.
- C. Past President
The retiring President will serve as the immediate Past President.

Section IV. *Terms of Office*

All officers will serve for one year or until the successor is elected or appointed to that office.

ARTICLE VI

Executive Board

Section I. The executive body of the National FFA Alumni Association shall be the National FFA Alumni Council, henceforth known as the *Council*, which is subordinate to the National FFA Board of Directors.

Section II. The *Council* shall consist of the following:

- A. Six individuals elected by the membership; four regional representatives and two at-large members – three (3) year term each.
- B. One representative each from the American Association of Agricultural Educators (AAAE), the National Association of Agricultural Educators (NAAE), and the National Association of Supervisors of Agricultural Education (NASAE) – three (3) year term each.
- C. Two National FFA representatives, one appointed each year – two (2) year term each.
- D. Two past National FFA officers; one appointed each year – two (2) year term each.
- E. National FFA Alumni President, President-Elect, and Past President – one (1) year term each.
- F. Two Business and Industry representatives – three (3) year term each.

Section III. The National FFA Advisor, or a designated representative, and the Executive Director of the National FFA Alumni Association shall serve as ex officio non-voting members. The National FFA representative and the past National FFA officer in their first year of service to the *Council* will serve as non-voting members.

Section IV. The convention delegates shall elect the National FFA Alumni President-Elect during the National FFA Alumni Convention.

Section V. *FFA Alumni Consultants to the National FFA Board of Directors* The FFA Alumni President, President-Elect and Past President will serve as consultants on the National FFA Board of Directors.

Section VI. *Procedure for Selection of members of the Council*

A. Elected Members

1. Four regional representatives, to represent the membership in each region as defined in the manual, shall be elected during the National FFA Alumni Convention by the convention delegates from their respective regions. Each regional representative must live within their respective region during their entire term of service. All convention delegates shall elect the two member-at-large positions.
2. Any member in good standing is eligible to run for the *Council*. All candidates will be screened by a five-member nominating committee who are members of the *Council* and appointed by the *Council* President. *Council* members who are a candidate for any *Council* position are not eligible to serve on the nominating committee. The committee will establish the nomination procedure. The committee will attempt to select two qualified candidates for each position; however, they can nominate one if two qualified candidates are not available. If no eligible candidates are presented by the committee, the position will be filled at the national convention by taking nominations from the floor, and then proceeding with the usual election process for that position. If no person accepts a nomination from the floor, the *Council* will appoint a person to fill that position.
3. All elections will be conducted by ballot and election results will be announced at the national convention.
4. Terms shall start with the conclusion of the national convention.
5. Members of the *Council* serving in **elected positions** will serve no more than one three-year term. Any individual appointed to fill a vacancy of an **elected representative** will serve until the next national convention, at which time an election will be held to fulfill the remainder of that term. That person may run for a full term for that position. The maximum number of consecutive years a person may serve on the *Council* is eight years. One year as an initial appointee to fill one year of another person's term. One year elected to finish that term. Three years of their own term as an elected representative. One year as President-Elect, one year as President, and one year as Past President. Any *Council* member who completes their own three-year term, and is not elected President-Elect must retire. Any elected member leaving the *Council* must wait three years before returning to the *Council*.

- B. Non-Elected Members
 - 1. The American Association of Agricultural Educators (AAAE), The National Association of Agricultural Educators (NAAE), and The National Association of Supervisors of Agricultural Education (NASAE) shall each designate a representative.
 - 2. An immediate past National FFA officer shall be designated by the past National FFA officer team.
 - 3. A National FFA representative shall be appointed by the Executive Committee from the most recent year's National FFA officer candidates who are interested in serving on the *Council*.
 - 4. Two (2) representatives from Business and Industry to be appointed by the Executive Committee.
- C. Each individual of the *Council* must be a member in good standing of the National FFA Alumni Association.
- D. Members of the *Council* appointed to **non-elected positions** will serve no more than one three-year term. However, they may serve for a maximum of five years consecutively if they are initially appointed to fulfill a person's remaining term of two years or less. A person who fulfills their appointed term to a **non-elected position** must wait a minimum of three years before being appointed to the *Council* again, or before being a candidate for an **elected position**.

Section VII. *Duties of the Council*

- A. To direct the operation of the association in accordance with its bylaws.
- B. The *Council* and National FFA Board of Directors, at their respective meetings, shall approve a National FFA Alumni program of activities and budget for the period starting each September 1. The program shall deal with those activities and objectives to be accomplished by the National FFA Alumni Association.
- C. If a *Council* member misses two consecutive meetings the *Council*, by a majority vote, may remove that individual from the *Council*. The vacancy shall be filled as specified in Article VI, Section IX, of these bylaws.
- D. Any *Council* member may be removed from the *Council* for just cause by a 2/3 vote of the *Council*. Once removed from office, that *Council* member may never again serve on the *Council*.
- E. Should the President be removed from office, the current President-Elect will assume the Presidency and complete the term of the removed President as well as serving their own one-year term. In such case, the current Past President may remain on the *Council*. If the Past President chooses not to remain on the *Council*, the position will remain unfilled, until the current President completes their term and becomes Past President.
- F. Except for the office of President, any vacancy on the *Council* as the result of the removal of a Council member shall be filled by the Executive Committee.

Section VIII. *Reimbursements*

- A. Members of the *Council* shall not be paid a salary for their work as a member of the council.

- B. The National FFA Alumni Association shall pay travel expenses for the *Council* members consistent with the National FFA Organization Operating Policies.
- C. Travel expenses for activities of the *Council* members will not be reimbursed in excess of the budgeted amount approved by the National FFA Alumni Association.
- D. Receipts for travel (hotel and airplane) are required. If travel is by private car, the amount paid shall not exceed the cost of travel by common carrier (airplane).
- E. All requests for travel reimbursements must be on FFA travel vouchers.
- F. The National FFA Alumni Association will pay travel expenses for one *Council* member per state visit per year. The inviting state will pay for lodging and meals while the council member is in their state.

Section IX. *Vacancies*

- A. Whenever a vacancy of an elected member occurs, other than from expiration of the term of office, the *Council* Executive Committee will appoint a person to fill that position until the next election.
- B. Whenever a vacancy of a non-elected member occurs, the leadership of the organization that the member represents shall appoint a person to fill the unexpired term of office.
- C. If the Past National FFA Officer and/or National FFA Representative does not complete his/her term, the voting privileges will be transferred to the other appointed representative(s) of that organization and the vacant position(s) will remain open until filled.

Section X. *Meetings*

The *Council* shall meet at least twice per year. Additional meetings may be called by the President or by a majority of the *Council* members upon petition to the Executive Director.

ARTICLE VII

Executive Committee

Section I. *Composition*

The Executive Committee will consist of the President, President-Elect and the immediate Past President.

Section II. *Duties/Responsibilities*

The Executive Committee will perform the duties as prescribed by these bylaws and those that are delegated to them by the *Council*.

ARTICLE VIII

Meetings

- Section I.** There shall be an annual meeting of the membership of the National FFA Alumni Association that will be held concurrently with the National FFA Convention. Additional membership meetings may be called by the President or by a majority of the *Council* members in a petition to the Executive Director.

- Section II.** *Delegates*
- A. Representation for the purpose of voting at the annual meeting shall be by States in proportion to their membership and each State Association in good standing shall be entitled to send at least one delegate from its active FFA Alumni membership.
 - B. The number of delegates is based on one for every 200 active alumni members with a minimum of one delegate for State Associations in good standing, with less than 200 active members.
 - C. The Executive Director shall designate, at least 30 days prior to the annual meeting, an additional number of voting delegates from each State Association based upon a specific proportion or percentage of FFA Alumni membership.
 - D. Each State Association will be required to register delegates prior to the delegate meeting at the annual convention. Only FFA Alumni members properly registered will be allowed to serve as voting delegates.
 - E. Council members are not eligible to be delegates.
- Section III.** Time of the annual meeting and any other necessary meetings of the National FFA Alumni Association shall be held at such place and time as prescribed by the *Council*.
- Section IV.** A quorum will consist of 50 percent of the registered delegates.
- Section V.** The minutes of the previous annual meeting will be published and presented to the delegates when they register and thus will not need to be read at the annual meeting.
- Section VI.** A summarized audit report will be presented at the annual meeting.

ARTICLE IX

Committees

- Section I.** The National FFA Alumni Association shall have the following standing committees:
- A. Finance
 - B. Awards
 - C. Membership/Member Services/Volunteerism
 - D. Public Relations/Marketing
 - E. Resolutions and Bylaws
 - F. Program of Activities
- (See the National FFA Alumni Manual for a description of duties and responsibilities of each committee.)
- Section II.** These committees shall be served by a chairperson from the *Council* appointed by the *Council* President.
- Section III.** These standing committees must report on their activities at each *Council* meeting.
- Section IV.** The *Council* President has the authority to create special committees and appoint FFA Alumni members to those committees.

ARTICLE X

Administrative Staff

- Section I.** The Executive Director of the National FFA Alumni Association shall be recommended by the *Council* for confirmation by the National FFA Board of Directors.
- Section II.** The Executive Director shall:
- A. Serve as ex-officio, non-voting member of the *Council*
 - B. Be responsible for *Council* meeting minutes
- Section III.** Title and position description of the Executive Director shall be approved by the *Council* and maintained by the Executive Director.
- Section IV.** The pay grade level for the Executive Director shall be recommended to the National FFA Board by the Executive Committee.
- Section V.** The National FFA Alumni staff shall follow the policies of the National FFA Organization.

ARTICLE XI

Parliamentary Authority

The rules contained in the current edition of Robert Rules of Order Newly Revised shall govern the association in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the association may adopt.

ARTICLE XII

Amendments

- Section I.** Proposed amendments to the National FFA Alumni Association bylaws may be submitted by the *Council*, State Associations, local affiliates, or by any active member; any of which must be in good standing. Proposed amendments must be in writing and received by the Executive Director 90 days prior to the opening of the annual meeting.
- Section II.** Proposed amendments will be reviewed by the *Council* and sent to the delegate body with one of the following three recommendations:
- a) Recommend adoption
 - b) No recommendation
 - c) Do not recommend adoption
- The amendments shall be submitted to the membership at least 60 days prior to the opening date of the annual meeting.
- Section III.** If the proposed amendment is unclear or incomplete the council will return it to the party making the proposal for clarification and/or perfection prior to being decided on by the *Council*.
- Section IV.** Affirmation by 2/3 of the delegates voting shall be necessary to adopt an amendment.

Provisos to bylaws amendment of ARTICLE VI, Section VI, B

Initially one member will be appointed in the year 2006 and the second member will be appointed in the year 2007.

Subject to approval from National FFA Board of Directors February 2007

Adopted October 29, 2004
Amended October 25, 2005
Amended October 26, 2006

MEMBERSHIP

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. 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**. State associations and local affiliates establish their own membership dues for annual members in addition to the national dues.

Annual Collegiate Membership:

The National FFA Alumni Association offers a discounted membership rate of \$5.00 to collegiate students who are dues paying members of the Collegiate FFA.

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 (one per household), 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.

Corporate Membership is an annual membership. 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
- Being listed on the Alumni web page, www.ffa.org/alumni/
- 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
- 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

Rosters are printed annually at the end of the National membership year (September 1 to August 31). All rosters are due to National **postmarked no later than May 15** of the current membership year to qualify for delegate counts and awards.

A computer-generated **membership renewal** roster containing all life and annual members will be mailed to a designated person in each state. Members whose dues are received postmarked between May 16 and August 15 will be considered current members but will not qualify for delegate counts and awards. Rosters postmarked after August 15 will be held for the new membership year. 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, additions, etc. on your roster. Refer to the Excel Membership Instruction Manual available at www.ffa.org/alumni for assistance.
- 2) Print totals page of roster to submit with dues.
- 3) Newly chartering officers and affiliates needing to submit a supplemental roster will need to submit a hard copy roster. A blank roster is available at www.ffa.org/alumni
- 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) Return printed totals page with the state and national dues and magazine subscriptions to your state association office, via mail and email the roster file to the designated state contact.
- 6) **DUES:** National Annual Member - \$10.00
National Life Member - \$150.00
Corporate Membership - \$300.00
Collegiate FFA Member Annual Membership - \$5.00
Subscription to New Visions – free with membership (one per household)
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

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. Under 9A, check box "other nonprofit organization" and write in Future Farmers of America. Line 16, check "other" box and list educational support as the principal activity. Submit application to IRS, once you have been assigned an EIN this information needs to be provided to National FFA on the appropriate form. FFA will then contact the IRS to link your affiliate to the GEN.

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.

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)

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:

Life and annual membership dues

Cash contribution

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 (www.irs.gov).

Car or truck travel at the rate of 14 cents a mile (beginning January 1, 2005) 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.

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

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 bylaws in harmony with the National FFA Alumni Bylaws.
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 and State FFA Alumni dues (if applicable).
2. Have constitution/bylaws in harmony with the National FFA Alumni Bylaws.
3. Have a council of elected officers.
4. Complete the Application for Local Charter.
5. Submit the completed **Application for Local Charter**, the **Constitution/Bylaws**, completed **roster**, and national and state **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.

To **reactivate** an Alumni affiliate:

1. Update your constitution/bylaws (if inactive for over two years)
2. Elect officers
3. Pay state and national dues
4. Submit a copy of updated constitution/bylaws, listing of elected officers, and state and national dues for at least ten members to your State FFA Alumni Association.

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.
- Serve as advocates for FFA and Agricultural education on local, state and national levels.
- Utilize volunteer management tools provided by National FFA Alumni.

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)

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>
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<u>5 minutes</u>	A. Identify potential members. 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.
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<u>10-15 minutes</u>	B. Develop tentative bylaws prior to the meeting. (Suggested bylaws available on our website at www.ffa.org/alumni/)
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<u>28-29 minutes</u>	C. Call a nucleus meeting to:
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5 minutes	1. Review the purpose and benefits of a local affiliate and how it will help local FFA members and the program.
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3 minutes	2. Define membership eligibility.
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3 minutes	3. Discuss the procedure for chartering a local affiliate.
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5 minutes	4. Review the suggested FFA Alumni bylaws, constitution and application for local charter.
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2-3 minutes	5. Appoint a chairperson to assign duties.
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10 minutes	6. Make a list of potential members and divide the responsibility of contacting each prospect between nucleus committee.
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<u>20 minutes</u>	D. Publicize an organizational meeting that is open to the public, the alumni affiliate and community members:
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10 minutes	1. Write and deliver a news release to the local media and announce meeting date, location and purpose.
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5 minutes	2. Have FFA members send handwritten invitations to parents, administrators and community leaders.
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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.
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NATIONAL FFA ALUMNI CHARTER (Continued)

60 minutes	E. Conduct the organizational meeting:
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.
<u>10 minutes</u>	F. Publicize the results. 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.*

FFA Alumni Membership Induction Ceremony

FFA Alumni President:

In 1969 the National FFA Alumni Association was established in support of the FFA Organization. Since that time, thousands of individuals at the local, state and national levels have joined the FFA Alumni to secure the promise of FFA and agricultural education for future generations.

Cooperation is the foundation upon which we build success. Only through our efforts together are we able to reach new heights.

As FFA Alumni members we are entrusted with the greatest tasks: to help educate our youth and ensure the success of their future. As parents, community leaders, and friends, each of us has a responsibility and we must fulfill that duty. Each student will need you, help when you can, be trustworthy and honest, but most importantly make each moment a positive learning experience.

Service as an FFA Alumni member is an honor and privilege, through which we counsel, guide, support, listen, and mentor. We can secure the promise of FFA And agricultural education through premier leadership, personal growth, and career success. Will all FFA Alumni member candidates please rise?

(FFA Alumni Member Candidates Rise)

Alumni President:

Do you pledge to be an advocate for agricultural education and FFA by being diligent in your endeavors to ensure the success of the FFA and FFA Alumni in our community? If so, answer 'I do'.

Alumni Member Candidates:

I do.

Alumni President:

I, (Name), President of the (Affiliate, State, or National) FFA Alumni (Affiliate or Association) confer upon you membership within the FFA Alumni organization, with all rights privileges and responsibilities!

Let us welcome our new members with a round of applause.

(Round of applause)

Alumni President:

FFA Alumni Members may be seated.

Congratulations! Membership within the FFA Alumni is essential in securing the success of the FFA and agricultural education. Through our continued cooperation, we will realize new visions and goals and achieve tremendous success.

SERVICES AT THE NATIONAL LEVEL

SERVICES

- Sponsors leadership workshops annually for 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 bylaws for local affiliates.
- Offers FFA Alumni retail merchandise for sale through the FFA supply service.
- Provides volunteer management resources. Available online at www.ffa.org/alumni. Click on the volunteerism tab.

MONETARY ACTIVITIES

- Provides approximately \$46,000 annually in Washington Leadership Conference scholarships to FFA members.
- Provides twenty \$1,000 Local Program Support Grants to local FFA Chapters.
- Provides five \$1,000 scholarships for future teachers in agriculture.
- Provides one \$1,000 collegiate 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).
- 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.
- 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 Board of Directors as consultants.

SERVICES AT THE STATE LEVEL

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 the 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 AT LOCAL LEVEL

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 AT LOCAL LEVEL (Continued)

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 AT LOCAL LEVEL (Continued)

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

Be sure to use the most current award applications which are available:

- on our website @ www.ffa.org/alumni
- via email send requests to alumni@ffa.org
- via mail call (317)802-4332 to make your request

When completing applications:

- Postmark deadlines are National FFA Alumni Association's deadline dates. Please check with your Alumni State Leaders for individual state deadlines.
- All applications **MUST** be typed.
- Be sure to obtain all required signatures, local and state where applicable.
- Questions? Contact our office, we are here to help.

All award applications (excluding Scrapbooks) become the property of the National FFA Alumni Association. Please keep a copy for your records. Applications will not be returned.

STAR AWARDS

Revised in 2003, the Star System recognizes those states whose membership increases by 70 or more members from the previous year. The "Star System" Membership Award winners are recognized at the National FFA Alumni Convention.

- 1 Star – increase of 70-79 members
- 2 Stars – increase of 80-89 members
- 3 Stars – increase of 90-99 members
- 3 Stars + Blue Blazer – increase of 100 or more members (Blue Blazer awarded to the state president or designated officer)

Beginning with the 2004/2005 membership year, the award will be based on membership numbers obtained from rosters postmarked by May 15. (Award does not require an application.)

LEGION OF MERIT CITATION

The purpose of the Legion of Merit Citation is to recognize National FFA Alumni members who provide leadership and spend their own time and energies to help build the National FFA Alumni Association. Legion of Merit Award winners are recognized at the National FFA Alumni Convention.

To qualify for the Legion of Merit Citation, a National FFA Alumni member must enroll 15 **new or renewed** National FFA Alumni annual members or five **new** life members for the current membership year. Beginning with the 2004/2005 membership year, the award will be based on membership submitted by the May 15 roster deadline date and all applications must be received in the National FFA Alumni office with postmark date no later than **May 15**. Also effective with the 2004/2005 membership year, the \$25.00 rebate for each qualifying Legion of Merit Award has been abolished.

NATIONAL AWARDS (Continued)

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 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:

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

Team AG-ED – National Distinguished CONTRIBUTOR AWARD

Established in 2003, this award is given in recognition of companies, groups/organizations, or individuals, (who may or may not be FFA Alumni members) for outstanding leadership and service to agricultural education, the FFA or the FFA Alumni. This annual award will be presented at the National FFA Alumni convention to no more than three (3) companies, groups/organizations or individuals, in any year.

To be eligible, nominees for this award must have made outstanding contributions and rendered quality service to agricultural education, the FFA or the FFA Alumni.

Each State FFA Alumni Association may annually nominate applicants for the National Distinguished Contributor Award. Nominations for the award on the national level must be submitted using the official application form by State FFA Alumni or by members of the National FFA Alumni Council. Applications must be sent to the National FFA Alumni office with a 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 will choose the award recipients or appoint a selection committee for this purpose.

NATIONAL AWARDS (Continued)

OUTSTANDING AFFILIATE AWARDS

Revised September 2003, 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 active FFA Alumni Affiliates are eligible. Applications may be submitted using the official application by state FFA Alumni. 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. The award application is divided into seven (7) divisions. Divisions 1-6 pertain to the activities of the affiliate. Division 7 allows you to highlight one (1) activity from each of the six divisions. Complete the attached detail analysis sheets. Please include any photographs or newspaper clippings that support the highlighted activity on the back of the page used to detail the activity. All photographs and newspaper clippings must be dated.

Each year, each state may submit at least one Outstanding Affiliate application 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. The top three gold winners receive a plaque and a monetary award at the National FFA Alumni Convention: 1st place - \$100.00; 2nd place - \$75.00; and 3rd place - \$50.00.

NEW AFFILIATE PIONEER AWARD

Established September 2003, the New Affiliate Pioneer Award is designed to provide recognition of newly chartered FFA Alumni affiliates for outstanding accomplishment and to encourage new affiliate growth and achievement. Alumni affiliates chartered within the past three (3) years are encouraged to apply. For all other instructions and details concerning this award, please refer to the Outstanding Affiliate Award description.

NATIONAL AWARDS (Continued)

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 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.

The three major factors in scrapbook evaluation are:

- 1) Organization
- 2) Pictures and Clippings
- 3) Creativity and Overall Effect

The Official FFA Scrapbook (12" x 17") must be used to be considered for any award. The scrapbook should be organized with tabs as follows:

- 1) Table of Contents;
- 2) your affiliate's most recent membership roster
- 3) one tab each for your affiliate's activities at the following levels:
 - a) Local,
 - b) State
 - c) National

Within each of these three areas the affiliate's activities must be placed chronologically by date from the beginning of your affiliate year to the end.

The top three gold scrapbook entries receive a plaque and a monetary award at the National FFA Alumni Convention: 1st place - \$100.00; 2nd place - \$75.00; and 3rd place - \$50.00, and will be on display following the Alumni Awards Session.

NATIONAL INCENTIVE PROGRAMS

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 should be sent to the National FFA Alumni office with postmark date no later than **July 1**.

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 have a **nationally** chartered, active, local FFA Alumni Affiliate and the application must be signed by the chapter advisor, chapter president and local alumni president.
- 2) All time lines 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:

- State Association – one \$550 scholarship for each 500 members (effective Spring 2006)
- 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

State leaders will receive WLC Scholarship packets in the spring of each year and are responsible for making awards to students within their state. Reservations for WLC are the responsibility of the scholarship recipients. All students selected to receive the scholarship must submit required documentation at time of registration to qualify for the scholarship. Please visit our website @ www.ffa.org/alumni or contact our office for an annual state/affiliate listing of the scholarship awards, additional scholarship information, and current requirements.

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. The recipient must be either an active National FFA Alumni member or from an FFA chapter with an active National FFA Alumni affiliate.

AMERICAN FFA DEGREE COLLEGE SCHOLARSHIP

FFA members who will be receiving their American Degrees at the National FFA Convention and are National FFA Alumni members will be eligible to participate in a \$1000 college 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. Winner must provide proof of enrollment at a post-secondary education institute.

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 office at the National FFA Convention. **No duplicates of the entry form will be issued and no photocopies will be accepted.** The winner will be drawn at the American Degree Luncheon (need not be present to win).

NATIONAL INCENTIVE PROGRAMS (Continued)

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 (roster/charter documents submitted by May 15 postmark deadline), will be entered into a \$1,000 drawing. The agriculture instructor whose name is drawn will receive \$500 and their corresponding alumni affiliate will receive \$500. No application is necessary; all affiliates who meet the criteria will be entered into the drawing. The winner will be announced after the National FFA Alumni convention.

THROUGH THE YEARS

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)

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 28th National FFA Alumni Convention was held in Louisville, Kentucky. The 15th 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)

2001 – Gene A. Starr resigns as Executive Director.

2002 – J. Frank Saldaña is selected as the new Executive Director.

2005 – Louisville, Kentucky hosts the National FFA Convention and the National FFA Alumni Convention for the final time.

2006 – Indianapolis, Indiana hosts the National FFA Convention and the National FFA Alumni Convention for the first time and will continue until hosting until 2012.

THROUGH THE YEARS (Continued)

STATE FFA ALUMNI ASSOCIATION CHARTER DATES

Alabama	May 10, 1972	Nebraska	April 20, 1972
Alaska	February 28, 1983	Nevada	October 13, 1972
Arizona	October 4, 1972	New Hampshire	May 6, 1972
Arkansas	August 23, 1973	New Jersey	May 12, 1972
California	May 5, 1972	New Mexico	October 1, 1973
Colorado	November 3, 1975	New York	October 10, 1973
Connecticut		North Carolina	May 4, 1972
Delaware	May 12, 1972	North Dakota	May 11, 1972
Florida	May 5, 1972	Ohio	August 30, 1971
Georgia	May 4, 1972	Oklahoma	October 13, 1971
Guam		Oregon	October 12, 1971
Hawaii		Pennsylvania	May 1, 1972
Idaho	1927	Puerto Rico	
Illinois	March 9, 1972	Rhode Island	1975
Indiana	August 18, 1972	South Carolina	October 11, 1972
Iowa	April 24, 1972	South Dakota	May 9, 1971
Kansas	July 12, 1971	Tennessee	October 14, 1971
Kentucky	April 27, 1972	Texas	October 13, 1971
Louisiana	August 12, 1971	Utah	October 31, 1975
Maine	October 7, 1972	Virgin Islands	
Maryland	May 5, 1972	Vermont	September 3, 1973
Massachusetts	1972	Virginia	March 27, 1972
Michigan	May 10, 1972	Washington	April 27, 1973
Minnesota	October 6, 1972	West Virginia	April 20, 1972
Mississippi	May 10, 1972	Wisconsin	May 4, 1972
Missouri	October 5, 1972	Wyoming	June 8, 1971
Montana	April 24, 1972		

NATIONAL PRESIDENTS

1972-74 Gus R. Douglass, West Virginia	1991-92 Virgil O. Martinson, Wisconsin
1974-75 James P. Clouse, Virginia	1992-93 Mark A. Williams, Florida
1975-76 Richard C. Waybright, Pennsylvania	1993-94 June Dean, Oklahoma
1976-77 David C. Thomas, Missouri	1994-95 Ken Natzke, Wisconsin
1977-78 Arthur R. Kurtz, Wisconsin	1995-96 Ray Herren, Georgia
1978-79 Odell C. Miller, Ohio	1996-97 Shirley Carte, Florida
1979-80 Floyd J. Doering, Wisconsin	1997-98 Linda Story, Kentucky
1980-81 Phyllis J. Sokolosky, Oklahoma	1998-99 Barry Anderson, Nebraska
1981-82 Harold D. Lineberry, Tennessee	1999-00 F. Mac Hodges, North Carolina
1982-83 Kenneth G. Seering, Wisconsin	2000-01 Jim W. Allsup, Texas
1983-84 Eldon E. Witt, Illinois	2001-02 Cindy Ettestad, Oregon
1984-85 Jay Householder, Ohio	2002-03 Pam Jumper, Arkansas
1985-86 Gary L. Maricle, Nebraska	2003-04 Dale M. Beaty, Wisconsin
1986-87 Larry Reese, Florida	2004-05 Sonny Deke, Iowa
1987-88 Rick L. Metzger, Ohio	2005-06 Norman Gay, Georgia
1988-89 James L. Sipiorski, Wisconsin	2006-07 Monte Ladner, Mississippi
1989-90 Josiah Phelps, Georgia	2007-08 Ronnie Ansley, North Carolina
1990-91 Roxann Sommers, Ohio	

THROUGH THE YEARS (Continued)

OUTSTANDING ACHIEVEMENT AWARD RECIPIENTS

1974	Jerry Litton, Missouri William Kuhfuss, Illinois Orion Samuelson, Illinois	1993	Roger "Duff" Fanning, Wisconsin Donald "Porky" Burmeister, Iowa John Croft, Illinois
1975	Phillip Alampi, New Jersey Dana Bennett, Vermont O.W. Randolph, Illinois	1994	Gerald L. Fredrick, Wisconsin Dennis Engelke, Texas Ray Brown, Iowa
1976	William Paul Gray, Virginia Donald McDowell, Wisconsin	1995	Earl H. Cheek, Georgia David Still, Illinois
1977	Ralph E. Bender, Ohio H. Neville Hunsicker, Virginia Webster Tenney, Florida	1996	Josiah Phelps, Georgia June Dean, Oklahoma Donald Noack, Wisconsin
1978	Lawrence L. Augenstein, California Paul Findley, Illinois Jay Benham, Ohio	1997	R.D. Johnson, Illinois Kathleen L. Kent, Iowa John D. Kent, Iowa
1979	Howard R. Bradley, Kansas Gus R. Douglass, West Virginia James W. Guilinger, Illinois	1998	Jim Spath, Nebraska James Allen Shiflet, Virginia Marie Salzsieder, Wisconsin
1980	J. Lamar Branch, Georgia James P. Clouse, Virginia Thomas E. Stine, Missouri	1999	Sonny Deke, Iowa Phyllis Weber, Ohio Marilyn Madsen, Wisconsin
1981	Terry Horn, Tennessee David C. Thomas, Missouri Wes Watkins, Oklahoma	2000	Patrick Curl, Iowa Charlie Hamilton, Kentucky Rod Stewart, Kansas
1982	Raymond W. Bernhardt, Missouri David L. Thornton, Ohio Eleanor G. Mayfield, Kansas	2001	Shirley Carte, Florida Monte Ladner, Mississippi Linda Story, Kentucky
1983	Ozzie S. Gilbertson, Nebraska Odell C. Miller, Ohio Floyd J. Doering, Wisconsin	2002	Dale Glass, Kentucky F. Mac Hodges, North Carolina Joyce Sayre, Missouri
1984	Donald D. Dolezal, Nebraska Harold D. Lineberry, Tennessee Ruth Anderson, Ohio	2003	David Bishop, Ohio Raymond Cockrum, Oklahoma Patrick Igl, Wisconsin
1985	Phyllis Sokolosky, Oklahoma Monte Reese, Kansas	2004	Scott Gimler, Wisconsin Mary Lou Ladner, Mississippi Anita Schneider, Kansas
1986	Arthur R. Kurtz, Wisconsin Ted D. Ward, Nebraska Layton G. Peters, Minnesota	2005	Diane Amera, Wisconsin Robert Clausen, Nebraska Dick Myers, Illinois
1987	Virgil O. Martinson, Wisconsin Kenneth G. Seering, Wisconsin LaVerne Nelson, Washington	2006	Dale Beaty, Wisconsin Wally Leander, Kansas Myra Palmer, Mississippi
1988	Duane A. Van Sickle, Ohio Gary W. Bye, Washington Robert Schumacher, Wisconsin	2007	Paul Hazaert, Wisconsin Bruce Miller, North Carolina Rhonda Wethal, Wisconsin
1989	Gary L. Maricle, Missouri Alan Mazna, Wisconsin Ralph Barnett, Tennessee		
1990	Ralph R. Dreessen, Oklahoma Eldon E. Witt, Illinois Arnold B. Cordes, Wisconsin		
1991	Rick L. Metzger, Ohio Thomas Wolfe, Ohio Ken Natzke, Wisconsin		
1992	James L. Sipiorski, Wisconsin Darell Birnschein, Wisconsin Wallace Shilberg, Wisconsin		

THROUGH THE YEARS (Continued)

DISTINGUISHED CONTRIBUTOR AWARD RECIPIENTS

2003	Chevrolet Tractor Supply Company
2004	Dr. Gerald Matteson, Wisconsin Robert Wohlford, Wisconsin
2005	Bob Johnson, Wisconsin Scott County FFA Alumni Affiliate, Georgetown, KY
2006	John H. Leiterman, Wisconsin
2007	N/A

OUTSTANDING AFFILIATE AWARD RECIPIENTS

1976	Evansville, Wisconsin	1994	LeRoy, Illinois
1977	Marysville, Ohio	1995	Milton, Wisconsin
1978	Denmark, Wisconsin	1996	LeRoy, Illinois
1979	New Lexington, Ohio	1997	Scott County, Kentucky
1980	New Lexington, Ohio	1998	Denmark, Wisconsin
1981	New Lexington, Ohio	1999	Milton, Wisconsin
1982	East Butler, Nebraska	2000	Milton, Wisconsin
1983	Denmark, Wisconsin	2001	Denmark, Wisconsin
1984	Denmark, Wisconsin	2002	Denmark, Wisconsin
1985	Bushnell-Prairie, Illinois	2003	Miller County, Georgia
1986	New Lexington, Ohio	2004	Pine Ridge, Florida
1987	Denmark, Wisconsin	2005	Denmark, Wisconsin
1988	Denmark, Wisconsin	2006	Denmark, Wisconsin
1989	Milton, Wisconsin	2007	Cherryvale, Kansas & Park County, Montana
1990	Denmark, Wisconsin		
1991	Milton, Wisconsin		
1992	Milton, Wisconsin		
1993	Milton, Wisconsin		

OUTSTANDING PIONEER AFFILIATE AWARD RECIPIENTS

2004 Albert Lea, Minnesota

OUTSTANDING STATE ASSOCIATION AWARD RECIPIENTS

2005 Georgia FFA Alumni Association