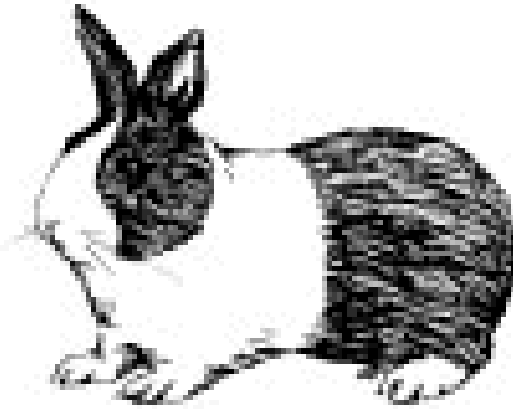




Virginia 4-H Rabbit Project



Junior Record Book (for youth ages 9- 13)

Name _____ Date of Birth _____ Age _____

Physical Address _____

Mailing Address (if different) _____

What county/city 4-H program are you enrolled in with this project _____

4-H Club _____ Years in 4-H (including this year) _____

Date Project Started _____ Date Project Completed: _____

Member Statement:

I hereby certify that I have personally kept records on this project and have personally completed this record book.

4-H Member's Signature _____ Date: _____

Record Approval: The 4-H member has completed this record book to a satisfactory level.

Parent/Guardian Signature: _____

4-H Leader's Signature: _____

Instructions for Using this Record Book

This record is designed to be the place for you to keep records on your animal projects. Read through the book carefully and complete all sections requested (for example, project planning, feed and health care purchases, supplies and tools, results from shows, and a financial summary). Do not leave any sections blank unless they do not relate to your project animal. It is important that you do your own work, but ask your 4-H leader, Extension Agent, parents, or other 4-H volunteers for help when you do not understand something.

This project record book is for record-keeping only. Information about how to raise these animals can be found in various 4-H Project Guides. Copies of project guides may be obtained from your local Virginia Cooperative Extension office.

1. Read through this book and familiarize yourself with the kinds of records you will need and where information should be recorded. Discuss the book with your parent and/or 4-H leader.
2. Complete essential information when you first start your project, such as the cover page and the project planning page. Share your goals with your 4-H leader.
3. Keep your records up to date. Record information as it occurs. Consider setting aside specific times during the project when you will work on your record book.
4. Write neatly and legibly. Use only one color ink.
5. Include at least one photograph of you with your project animal, but do not include more than two pages of photos. Additional clippings should be displayed in a scrapbook, not this record book.
6. Maintain your book in a 3-ring notebook/binder or folder.
7. Write a project story that captures what happened during your project. Discuss your goals, your activities, your challenges, and your accomplishments. Project stories must be at least five sentences; more experienced 4-H members' stories should be more in depth.

Revised 2007 by: Kelly Mallory, Extension Agent, 4-H Youth; Kaci Coppedge, Extension Agent, 4-H Youth; Cyndi Estienne, Extension Agent, 4-H Youth; Mary Elizabeth Williams, Extension Agent, 4-H Youth; Jocelyn Dailey, Extension Agent, 4-H Youth; Leslie Prillaman, Extension Agent, 4-H Youth; Bertha Durbin, 4-H Volunteer; Sandra Turner, 4-H Volunteer; Mark Walberg, Extension Animal Science Specialist, Virginia Tech; Celeste Crisman, Extension Equine Specialist, Virginia Tech; David Winston, Extension Dairy Specialist, Virginia Tech.

www.ext.vt.edu

Virginia Cooperative Extension programs and employment are open to all, regardless of race, color, national origin, sex, religion, age, disability, political beliefs, sexual orientation, or marital or family status. An equal opportunity/affirmative action employer. Issued in furtherance of Cooperative Extension work, Virginia Polytechnic Institute and State University, Virginia State University, and the U.S. Department of Agriculture cooperating. Mark A. McCann, Interim Director, Virginia Cooperative Extension, Virginia Tech, Blacksburg; Clinton V. Turner, Interim Administrator, 1890 Extension Program, Virginia State, Petersburg.

Project Planning

This page should be completed at the start of your project and share it with your 4-H leader.

1. Set at least three goals for yourself this year.

- What do you want to learn?

- What do you hope to accomplish?

- What new activities do you want to try?

Please tell us about your project animals (check all that apply)

- I purchased my project animals
- My project animals are bred & owned (from a doe I own)
- I board my project animals at another farm
- I feed and care for my animal _____ days out of the week

Project Planning

1. What factors will you consider when selecting your project animal(s) (breed, age, size, etc..)?

2. Where will you get your project animals? Reasons for selecting that breeder.

3. How will you pay for your project animals?

After completion, show this page to your 4-H leader for approval.

Leaders Signature: _____ Date: _____

Rabbit Inventory Record

Use one chart for all project rabbits and their offspring. Add pages if necessary

Animal ID (Name or #)	Registration # and/or Tattoo	Description (breed, color, marking, etc...)	Birth date	Ownership Information	Purchase Price
				<input type="checkbox"/> Raised <input type="checkbox"/> Purchased _____ (purchase date)	
				<input type="checkbox"/> Raised <input type="checkbox"/> Purchased _____ (purchase date)	
				<input type="checkbox"/> Raised <input type="checkbox"/> Purchased _____ (purchase date)	
				<input type="checkbox"/> Raised <input type="checkbox"/> Purchased _____ (purchase date)	
				<input type="checkbox"/> Raised <input type="checkbox"/> Purchased _____ (purchase date)	
				<input type="checkbox"/> Raised <input type="checkbox"/> Purchased _____ (purchase date)	
				<input type="checkbox"/> Raised <input type="checkbox"/> Purchased _____ (purchase date)	
				<input type="checkbox"/> Raised <input type="checkbox"/> Purchased _____ (purchase date)	
				<input type="checkbox"/> Raised <input type="checkbox"/> Purchased _____ (purchase date)	
				<input type="checkbox"/> Raised <input type="checkbox"/> Purchased _____ (purchase date)	

Animal Care and Management

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

Include the following:

- Feeding and watering practices
- Grooming (clipping, toenail trimming, etc....)
- Health practices and medicines
- General Management (cleaning living area and feed pans, etc...)
-

Daily—Things done once or twice a every day

Example: fed animal , gave fresh water, spent time with animal

Weekly—Things done once or twice a week

Example: Cleaned cages, feed and water containers; change bedding

Monthly—Things done once a month

Example: Trim nails

Yearly—Things done one time or occasionally throughout the year

Example: Replace cage flooring; Make repairs to hutch or barn

Equipment and Supply Inventory

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

Add new equipment or supplies you purchase to the list. We realize that often time equipment is shared between 4-H members. Please estimate a cost value for any shared equipment.

(Ex. 1 set of nail clippers shared between 3 members $\$21.00/3 = 7.00/\text{each}$)

Amount & Kind	Already Owned or Purchased	Purchase Price
<i>Example: rabbit pen</i>	<i>Already Owned</i>	
<i>1 feed bowl</i>	<i>Purchased</i>	<i>\$3.00</i>
Total		

Note: Juniors are asked to only record the beginning value of equipment. Age and wear and tear decrease an item's value over time, but this occurrence, know as depreciation, is covered in the senior record book only

Feed Records and Expenses

Keeping good feed records is important. Good records show your expenses for feed and what kind of feed you use for your project. A good practice is to enter your feed expenses when you buy feed. A good way to keep track of feed use is to put a calendar in the barn and write down the amount and the kind of feed used each day. At the end of the month, total each kind of feed used and its cost and record the information below. Home-raised feeds should be valued at market price - what it can be sold for.

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

How to Calculate Monthly Cost of Feeds for all Rabbits

Grain

Cost of a bag of grain: \$ _____ ÷ _____ lbs in the bag = \$ _____ per lb

Amount fed: _____ lbs per day X _____ days (in month) = _____ lbs

Monthly cost of grain: \$ _____ X _____ lbs =

(Cost per lb grain) (Total amount fed) (Monthly Cost of Grain)

Supplements (feed additives)

Cost of package: \$ _____ ÷ _____ oz or lb. in container = \$ _____ per oz or lb.

Amount fed: _____ oz or lb. per day X _____ days (in month) = _____ oz or lb.

Monthly cost of supplements: \$ _____ X _____ oz or lb. =

(Cost per oz or lb.) (Total amount fed) (Monthly cost of Supplement)

Hay or Fiber Source

Cost of a hay or fiber: \$ _____ ÷ _____ lbs per bale/bag = \$ _____ per lb

Total amount fed per month = _____ lbs

Monthly cost of hay or fiber: \$ _____ X _____ lbs =

(Cost per lb of hay or fiber) (Total amount fed) (Monthly Cost of Hay or Fiber)

Feed Tag Information

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

1. What production level or type of animal is this feed designed for?
(*Ex. lactating animal, growing animal, maintenance, etc....*)
2. What is the Crude Protein level of this feed?
3. What is the main ingredient in this feed?
(Hint: if the answer is not clear, it's probably the first ingredient listed.)
4. Is this a medicated feed?

Rabbit Health Record

Name & Number	Breed	Sex	Age	Illness or Symptoms	Treatment	Date Treated	Cost of Treatment	Recovered from Illness or Successful Treatment (Yes or No)
Total Health Care Expenses \$								

Rabbit Death Record

Name & Number	Breed	Sex	Age	Date of Death	Cause

Rabbit Breeding & Litter Record

Name & Number of Dam	Name & Number of Sire	Date Bred	Date Kindled	Total Number in Litter	Number of Surviving Kits		Date Weaned	Kits Kept	
					Bucks	Does		Bucks	Does
Ex Peaches / VA10	Spot / VA12	3/19/07	4/20/07	5	2	2	6/1/05	0	2

Miscellaneous Expenses or Fees

List any expenses that do not fit into one of the previous categories. Examples: Breeding Fees, Registration papers, etc.

Date	Description	Cost \$
Total Miscellaneous Expenses		\$

Miscellaneous Income

Any income from the sale of products from your project animal. (offspring, fur, etc...)

Date	Description	Income \$
Total Miscellaneous Income		\$

Individual Rabbit Show Record

(Make duplicate sheets for each rabbit)

Rabbit's Name: _____

Name of Show	Show Date	Judge	Placing	Awards	Premium Amount	DO—Indicate any disqualifications and list reason
Total Premiums Won					\$	

Rabbit Show Expense Record

Date of Show	Name of Show	Location	Number Rabbits Entered	Cost per Entry	Total Entry Fees
Ex. 7/16/05	MCF Rabbit Show	Madison, VA	5	\$1.00	\$5.00
Total Cost of Show Entries for the Year \$					

Project Financial Summary

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

<u><i>Income</i></u>	
A. Miscellaneous Income (if any) pg 13	
C. Show Premiums Won pg 14	\$
Total Income = Add (A+ B)	\$
<u><i>Expenses</i></u>	
<ul style="list-style-type: none"> • Many youth select projects as a hobby or for fun, but all projects will incur expenses. • Please use this section to list all expenses related to participating with this project animal 	
1. Purchased Animals pg 5	\$
2. Equipment Expenses pg 7	\$
3. Feed Expenses pg 8	\$
4. Health Expenses pg 11	\$
5. Miscellaneous Expenses pg 13	\$
6. Show Expenses p15	
Total Expenses = Add (1 + 2 + 3 + 4 +5+ 6)	\$
Financial Summary (Total Income - Total Expenses)	\$
	Profit/Loss (circle one)

Questions

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

2. What will you do differently next year ?

Note: You may photocopy pages 17-18 and add to other project books if you have more than one project type.

4-H Activities

Number of club meetings held: _____ Number you attended _____

What 4-H committees did you serve on?

Did you hold an officer position in your 4-H Club? Yes No

If Yes, which one ?

- President Vice President Secretary Treasurer
 Reporter Chaplain Other _____

What other 4-H leadership roles did you hold this year? (camp counselor, teen leader, etc...)

What other 4-H clubs did you belong to and/or what other projects did you complete?

4-H Activities

(community service, workshops, camps, Share-the-Fun, county contests, judging teams, etc....)

Activity	Date	Location	Placing or Comments

Activities other than 4-H

What other clubs or groups did you belong to this year? (school, church, community, etc...)

List any activities you participated in for scouts, sports groups, church, community service, etc. that were not affiliated with 4-H.

Activity	Date	Comments

What leadership roles did you fulfill outside of 4-H? (school, church, community, etc...)

Note: You may photocopy pages 17-18 and add to other project books if you have more than one project type.

4-H Story

The motto of 4-H is "learn by doing". Each year we learn something new by participating in a 4-H project. Please write a story that explains:

- *What you have learned*
- *New skills you have gained over this past year in 4-H*
- *What goals you accomplished. If you accomplished your goals, how did you do so?*

Other Examples that you may consider writing about include: Something that happened that was funny, sad or exciting, Challenges you faced and how you overcame them, Who helped you with your project and how they contributed, Things you are most proud of. Feel free to relate your 4-H experience to other parts of your life (school, home, family, friends, etc..). Stories must be at least five sentences.



Project Photos



**** Please limit yourself to a maximum of two photo pages. ****
Additional memorabilia should be displayed in a scrapbook or 4-H portfolio.

**Optional—Record Book Scorecard*

4-H Members: Leave this page blank.

The person judging your book will complete the score card.

<u>Points Possible</u>	<u>Scoring Criteria</u>	<u>Points Awarded by Judge</u>
10	Neatness (legible writing, one color ink, well-organized)	_____
15	Completeness (all pages and sections, complete thoughts and ideas)	_____
5	Signatures obtained on front cover (member, parent, leader)	_____
10	Accuracy (no math errors, factual statements made)	_____
20	Project Work (goals set, evidence of work throughout the year, goals accomplished, book completed by 4-H member, not an adult)	_____
10	4-H Participation (meetings, clinics, workshops, camps, contests, educational experiences)	_____
20	Project Story (well-written, original, creative, complete thoughts, grammar, mechanics)	_____
10	Photos, clippings, etc. (include at least one photo, not more than 2 pages)	_____
100	Total Points Earned by 4-H'er	_____

Scoring: 90-100 Blue, 75-89 Red, 74 or below White

Judges' Comments: