Minnesota FFA Association
Policy and Procedure Manual

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Section 1. Organizational Background

HISTORY:

The Minnesota FFA Association is a state association of the National FFA Organization, a federal Career and Technical Student Organization (CTSO) for students grades 7-16 enrolled in school-based agricultural education courses at their local middle or high school. Smith Hughes Perkins Public Law 116-7. More than 10,000 students are members in nearly 200 chapters, statewide. Students study agriculture through diverse courses ranging from food chemistry to animal science and greenhouse management to agricultural mechanics. Programs exist in rural, suburban, and urban settings and we welcome students of all backgrounds and abilities as members.

Minnesota FFA chartered as an association of the National FFA Organization in 1929. Members in good standing of the Minnesota FFA Association are eligible participate fully in all National FFA programs including leadership conferences, scholarship opportunities, competitive events and awards and recognitions programs. Membership in the Minnesota FFA Association provides additional opportunities on local, regional, and state levels as well.

The Minnesota FFA Association works cooperatively with the Minnesota FFA Foundation and the Minnesota FFA Alumni to provide programmatic, financial, and volunteer support to students and teachers on the local and state level. Together, these entities operate to maintain and improve opportunities, partnerships, and a strong network for all Minnesota FFA programs in order to provide agriculture, food, and natural resources with a strong talent pipeline.

FFA VALUES:

Integrity * Service * Innovation * Growth * Respect * Teamwork * Transparency * Balance

FFA LEADERSHIP:

Minnesota FFA Association:

The Minnesota FFA State Office is located on the University of Minnesota - Saint Paul Campus, but staff work remote, travel frequently, and are located throughout the state.

The mailing address for the organization:
21516 230th Ave.
Sleepy Eye, MN 56085

The billing address for the organization:
Minnesota FFA Association
Pam Uhlenkamp – MN FFA Executive Treasurer
P.O. Box 113
Green Isle, MN 55338

Minnesota FFA Contacts:

Minnesota FFA	21516 230th Avenue, Sleepy Eye, MN 56085	[Website]
Ms. Mary Hoffmann	State FFA Executive Director	612-470-7712
Ms. Ashley Crowson	State FFA Leadership Development Coordinator	715-207-5137
Ms. Natasha Mortenson	State FFA Career and Alumni Program Coordinator	320-815-8459
Ms. Pam Uhlenkamp	State FFA Executive Treasurer	507-351-0463

Minnesota FFA Foundation	PO Box 365, Plainview, MN 55964	[Website]
Ms. Val Aarsvold	Executive Director	507-259-3586
Ms. Amanda Sommers	Program Coordinator	507-461-2214

Minnesota FFA Alumni	PO Box 133298, Roseville, MN 55113	[Website]
Ms. Natasha Mortenson	Program Coordinator	320-815-8459
Ms. Amanda Zeidler	Alumni Council President	
Ms. Susan Schatz	Alumni Council President-Elect	
Ms. Cara Soukup	Alumni Council Past-President	

FFA Contacts by Program

Program Technical Assistance	Contact	Phone
Ag Ed/Classroom	Ms. Lindsey Brockberg	651-582-8203
FFA State, Region, Chapter Support	Ms. Mary Hoffmann	612-470-7712
Agriscience Fair	Ms. Mary Hoffmann	612-470-7712
Ag Literacy and Land of Service	Ms. Mary Hoffmann	612-470-7712
Degrees (State/American)	Ms. Mary Hoffmann	612-470-7712
Honorary State/American Degrees	Ms. Mary Hoffmann	612-470-7712
Models of Innovation	Ms. Mary Hoffmann	612-470-7712
National Chapter Award	Ms. Mary Hoffmann	612-470-7712
SAE Awards	Ms. Mary Hoffmann	612-470-7712
STAR Awards	Ms. Mary Hoffmann	612-470-7712

Career and Leadership Development Events

State Finals	Ms. Natasha Mortenson	320-815-8459
UMN Twin Cities Invitationals	Ms. Amy Smith	612-624-6590
UMN Crookston Invitational	Dr. Mike Martin	
SMSU Ag Bowl	Dr. Kristin Kovar	507-537-6441

Communications and Public Relations

Calendar of Events (AET)	Ms. Mary Hoffmann	612-470-7712
FFA Archives	Mr. Jim Ertl	
Press Releases	Ms. Mary Hoffmann	612-470-7712
Social Media	Ms. Ashley Crowson	715-207-5137
Website	Ms. Mary Hoffmann	612-470-7712

Executive Leadership Boards

Agricultural Education	Ms. Lindsey Brockberg	612-582-8203
FFA Adult Board of Directors	Ms. Mary Hoffmann	612-470-7712
FFA Student Board of Directors	Ms. Ashley Crowson	715-207-5137
FFA Foundation Board of Trustees	Ms. Val Aarsvold	507-259-3586

Financial Services

Accounts Receivable	Ms. Pam Uhlenkamp	507-351-0463
Budget and Audit	Ms. Pam Uhlenkamp & Ms. Mary Hoffmann	507-351-0463 612-470-7712

Membership Services	Ms. Mary Hoffmann	612-470-7712
Chapter Rosters	Ms. Mary Hoffmann	612-470-7712
AET Support	Ms. Mary Hoffmann	612-470-7712
Program Approval	Ms. Lindsey Brockberg	612-582-8203
Chapter Charters	Ms. Mary Hoffmann	612-470-7712

National FFA Convention

CDE/LDE Certifications	Ms. Natasha Mortenson	320-815-8459
Delegate Operations	Ms. Ashley Crowson	715-207-5137
National Officer Candidate	Ms. Ashley Crowson	715-207-5137
State Trip/Bus	Mr. Wes Anderson	

Region Conferences

Greenhand Leadership Conferences	Ms. Ashley Crowson	715-207-5137
Habits to Own (H2O)	Ms. Ashley Crowson	715-207-5137
State Officer One Day Leadership Conferences	Ms. Ashley Crowson	715-207-5137

Region Officers

Region Officer Leadership Orientation (ROLO)	Ms. Ashley Crowson	715-207-5137
Providing Officers with Essential Resources (POWER)	Ms. Ashley Crowson	715-207-5137

Scholarship and Grant Programs

FFA Scholarships and Grants	Ms. Val Aarsvold	507-259-3586

State Conferences/Events

State Greenhand Leadership Conference (SGLC)	Ms. Ashley Crowson	715-207-5137
State Leadership Conference for Chapter Leaders (SLCCL)	Ms. Ashley Crowson	715-207-5137
Agricultural Policy Experience (APEX)	Ms. Ashley Crowson	715-207-5137
AgriTech Field Days	Ms. Natasha Mortenson	320-815-8459
TEC Conference	Ms. Natasha Mortenson	320-815-8459

State Convention

Alumni Experience	Ms. Natasha Mortenson	320-815-8459
Arena and Sessions	Ms. Ashley Crowson	715-207-5137
CDE and LDE State Finals	Ms. Natasha Mortenson	320-815-8459
Courtesy Corps	Ms. Mary Hoffmann	612-470-7712
Delegate Operations	Ms. Mary Hoffmann & Ms. Ashley Crowson	612-470-7712 715-207-5137
Career Connections	Ms. Amanda Sommers	507-461-2214
Foundation Experience	Ms. Val Aarsvold	507-259-3586
Nominating Committee (State Officer Selection)	Ms. Ashley Crowson	715-207-5137
Parking	Ms. Mary Hoffmann	612-470-7712
Registration	Ms. Mary Hoffmann	612-470-7712
Shopping and FFA Store (Alumni Stop and Shop)	Ms. Natasha Mortenson	320-815-8459
Workshops and Tours	Ms. Mary Hoffmann	612-470-7712

State Officers	Ms. Ashley Crowson	715-207-5137
State Officer Requests	Ms. Ashley Crowson	715-207-5137
State Officer Professional Development (SOPD)	Ms. Val Aarsvold	507-259-3586

Statewide Events

Agriscience Fair (UMN Roland Peterson Agriscience Fair)	Ms. Natasha Mortenson	320-815-8459
FFA Day at the Capitol	Ms. Mary Hoffmann & Ms. Sarah Dornink	612-470-7712
National FFA Week	Ms. Mary Hoffmann	612-470-7712
State Officer Chapter Visit	Ms. Ashley Crowson	715-207-5137

Adult Board of Directors:
The FFA Adult Board functions in tandem with the FFA State Officer Team to make decisions, set directions, and respond to organizational concerns. If one board takes action on an item, the other board will consider sustaining the motion.

The Adult Board of Directors board is composed of eight board officers that are teacher representatives from each region, serving four-year terms. The Adult Board of Directors Chair is elected by the Adult Board members on an annual basis. The FFA State Executive Director is an ex-officio member of all committees and Board of Adult Directors. Three partner representatives of school administration, the FFA Foundation, and the FFA Alumni serve two-year terms. Minnesota FFA state staff serve in ex-officio roles. The Board meets at least three times a year (November, March, and July, with January & May as option meeting additions). Term limits - Any member of the Adult Board should not serve more than 3 consecutive terms. Representatives are:

Role	Name/Contact Info	Term:
Region One Director/Adult Board Chair:	Ms. Abbie Savage, Ulen-Hitterdal asavage@ulenhitterdal.k12.mn.us	2024-2028 Second Term
Region Two Director:	Mr. James Mathiowetz, Wadena Deer Creek jmathiowetz@wdc2155.k12.mn.us	2025-2029 First Term
Region Three Director:	Ms. Linnay Schweisthal, Alexandria lschweisthal@alexschools.org	2026-2030 First Term
Region Four Director:	Ms. Amanda Cook, North Branch acook@isd138.org	2025-2027 First Term
Region Five Director:	Ms. Christa Williamson cwilliamson@kms.k12.mn.us	2024-2028 First Term
Region Six Director:	Ms. Elizabeth Rupp ruppe@tracy.k12.mn.us	2025-2029 First Term
Region Seven Director:	Mr. Michael Reeser, Tri City United mreeser@tcu2905.us	2026-2030 First Term
Region Eight Director:	Mr. Rich Larson, Caledonia rich_larson@cps.k12.mn.us	2023-2027 First Term
FFA Foundation Representative:	Mr. Gary Sloan val.aarsvold@mnffafoundation.org	2025-2027
FFA Alumni Representative:	Ms. Amanda Zeidler, Alumni President president@mnffaalumni.org	2024-2026
School Administrators Representative:	Dr. Evan Goff egough@goodhue.k12.mn.us	2025-2027 Second Term
FFA Association State Staff Representative (Ex-Officio):	Ms. Mary Hoffmann, Association Executive Director mhoffmann@mnffa.org	Not Applicable
FFA Association State Staff Representative (Ex-Officio):	Ms. Ashley Crowson, Leadership Development Coordinator acrowson@mnffa.org	Not Applicable
FFA Association State Staff Representative (Ex-Officio):	Ms. Natasha Mortenson, Career & Alumni Program Coordinator nmortenson@mnffa.org	Not Applicable
FFA Association State Staff Representative (Ex-Officio):	Ms. Pam Uhlenkamp, Executive Treasurer puhlenkamp@mnffa.org	Not Applicable
Dept. of Education (Ex-Officio):	Lindsey Brockberg, AFNR Specialist Lindsey.Brockberg@state.mn.us	Not Applicable

Frequent items of business that might come before the Adult Board include setting fees, providing direction for the FFA State Convention or identifying items for improvement in existing programs or policies. Advisors wishing to bring an item before the should communicate with their elected teacher region representative, or communicate with FFA State Staff. Students are encouraged to reach out to their Region President or members of the State Officer Team to have their voice represented.

Committees: Minnesota FFA Advisors and partners work on committees year-round to administer and advance major FFA and agricultural education programs. Three year-round committees exist. These committees meet regularly in person and online. These committees are listed below, and questions can be directed to regional representatives or the committee chair.

FFA Adult Board of Directors, 2026-2027 Operations Committee

Region Two:	Mr. James Mathiowetz, Wadena Deer Creek (co-chair)
Region Three:	Ms. Linnay Schweisthal, Alexandria
Region Six:	Ms. Elizabeth Rupp, Tracy (co-chair)
Region Seven:	Mr. Mike Reeser, Tri City United
FFA Association:	Ms. Mary Hoffmann, Executive Director
FFA Association:	Ms. Ashley Crowson, Leadership Development Coordinator
FFA Association:	Ms. Natasha Mortenson, Career and Alumni Program Coordinator
FFA Alumni:	Ms. Amanda Zeidler, FFA Alumni President
FFA Association:	Anna Sievert, State Secretary
FFA Association:	Aidyn Brutger, State Sentinel

FFA Adult Board of Directors, 2026-2027 Finance Committee

Region One:	Ms. Abbie Savage, Ulen-Hitterdal (co-chair)
Region Four:	Ms. Amanda Cook, North Branch
Region Five:	Ms. Christa Williamson, KMS
Region Eight:	Mr. Rich Larson, Caledonia (co-chair)
FFA Association:	Ms. Mary Hoffmann, Executive Director
FFA Association:	Ms. Pam Uhlenkamp, Executive Treasurer
FFA Foundation:	Gary Sloan, BMO
Dept. of Education:	Lindsey Brockberg, AFNR Specialist
FFA Association:	Luke McCrea, State President
FFA Association:	Edward Winters, State Treasurer

FFA Student Board of Directors, 2026-2027 Executive Committee

FFA Association:	Mattea Quigley, State Vice President (co-chair)
FFA Association:	Ella Aarsvold, State Reporter (co-chair)
FFA Association:	Luke McCrea, State President
FFA Association:	Edward Winters, State Treasurer
FFA Association:	Aidyn Brutger, State Sentinel
FFA Association:	Anna Sievert, State Secretary
Region One:	Aliyah Stoderal (Perham)
Region Two:	Cadence Benson (Verndale)
Region Three:	Rebecca Posch (ROCORI)
Region Four:	Tanner Glessing (HLWW)
Region Five:	Andrew Schmitz (Eden Valley Watkins)
Region Six:	Addison Schumacher (Heron Lake-Okabena)
Region Seven:	Abby Bauer (Medford)
Region Eight:	Olivia Vorpagel (Southland)
Administrator:	Dr. Evan Goff (Goodhue Superintendent)
FFA Association:	Ashley Crowson, Leadership Development Coordinator
FFA Association:	Mary Hoffmann, Executive Director

Minnesota Team Agricultural Education Members include:

Val Aarsvold, MN FFA Foundation	Pam Koenen, MAAE	Patrice Bailey, MDA/MAELC
Judy Barka, MN State- AgCentric	Lindsey Brockberg, MDE	Mary Hoffmann, MN FFA
Jenny Doerring, MN FFA Foundation	Mary Buschette, UMN CFANS	Natasha Mortenson, MN FFA
Jessica Daberkow, HLO HS	Paul Hansen, MAELC	Ashley Crowson, MN FFA
Sarah Dornink, MAELC	AJ Duerr, MAAE	Lee Thompson, UMN- ACEM
Amber Seibert, MAAE	Amanda Zeidler, MN FFA Alumni	Tyler Grunewald, MN State- Ag Centric
Nathan Hanel, MN State- SACE	Tina LeBrun, MN State - SACE	Dr. Terry Hurley, UMN
Jeff Lindeman- MAELC	Sarah Jacobs, SMSU	Michelle Kamenov, MDE
Sue Knott, Ag in the Classroom	Dr. Kristin Kovar, SMSU	Cathleen Drilling, UMN- CFANS
Julie Grossman, UMN- CFANS	William Nelson, National PAS	Keith Olander, MN State- AgCentric
Curt Yoose, MN PAS	Beth Berlin, FBM PEP	Dr. Mike Martin, UMN Crookston
Dr. Lavyne Rada, Lakes Country/TIP	Denise Reeser, FBM PEP	Dr. Kirby Schmidt, UMN- AECM
Eric Sawatzke, MAAE	Julie Tesch, FFA Foundation/MAELC	Courtney Spence, MN State- SACE
Emily Liebl, MAELC	Tyler Warren, MAAE	Cara Soukup, MN FFA Alumni
Keri Sidle, Ag in the Classroom	Kari Slinden, Ridgewater	Dr. Amy Smith, UMN- AECM
Amanda Sommers, MN FFA Foundation		

FFA Region Advisors

The Minnesota FFA Association is divided into eight administrative regions. Each region has a constitution which must be in alignment with state and national polices and constitutions. Each local chapter shall belong to its regional organization and pay individual dues as established by the regional association. Each FFA Region works cooperatively to offer opportunities to students that are members of chapters within that region. Each region offers leadership events and Career Development Events that qualify students to compete at state level events at the State Convention. Current region advisors include:

Region One:	Ms. Trescha Mitchell, Frazee Vergas	Ms. Shell Tumberg, Perham
Region Two:	Hannah Milligan, Verndale	Mr. Magnus Nelson, Brainerd
Region Three:	Ms. Becca Lindquist, Albany	Ms. Madison Douvier, Osakis
Region Four:	Ms. Seena Glessing, HLWW	Mr. Jacob Wilts, Monticello
Region Five:	Ms. Brittany Johnson, Cedar Mountain	
Region Six:	Ms. Jessica Daberkow, Heron Lake Okabena	
Region Seven:	Mr. Maxwell Johnson, Bethlehem Academy	Ms. Anna Buckentine, Belle Plaine
Region Eight:	Mr. Kevin Brown, Southland	Mr. Duane Pliscott, Cannon Falls; Amara Livingston, Goodhue

FFA Career Development Event (CDE) and Leadership Development Event (LDE) Committee
A Minnesota Association of Agriculture Educators (MAAE) committee consisting of at least one representative from each region in the state. The CDE Committee meets twice, annually, in person (MAAE Ag Tech Conference and Summer Conference) and makes decisions regarding rules and policies about CDE and LDE programs. While this committee determines "what" the rules are, the FFA Adult and Student Boards of Directors and Minnesota Department of Education govern and operate state and regional CDE and LDEs. Members include:

Region One:	Mr. Lee Larsen, Pelican Rapids (2026-2029)
Region Two:	Mr. Stephen Funk, Park Rapids (2024-2027)
Region Three:	Mr. Duane Lichy, Albany (2026-2029)
Region Four:	Ms. Julie Mellum, Chisago Lakes (2024-2027)
Region Five:	Ms. Tori Barka, KMS (2026-2029)
Region Six:	Ms. Jen Boersma, Russell Tyler Ruthton – Chair (2025-2028)
Region Seven:	Mr. Michael Sheely, Maple River (2026-2029)
Region Eight:	Ms. Kristal Brogan, Spring Valley Wykoff (2024-2027)
MAAE Officer Rep:	Ms. Amber Seibert, Park Rapids
FFA Association:	Ms. Natasha Mortenson, Career and Alumni Program Coordinator (Ex-Officio)

Agricultural Education Supervised Agricultural Experience (SAE) Committee
A committee created by the Department of Education, consisting of at least one representative from each MAAE region in the state. The MDE/MAAE SAE Committee meets twice a year (MAAE Ag Tech Conference and Summer Conference) and makes recommendations regarding rules and policies about SAE, WBL, and FFA recognition programs. SAE policy and decision making remains within the authority of the Department of Education and State Supervisor. Members include:

Region One:	Ms. Laura Morken, Hawley (2025-2028)
Region Two:	Ms. Karli Savaloja, Wadena Deer Creek (2026-2029)
Region Three:	Ms. Megan Seifert, Melrose (2026-2029)
Region Four:	Ms. Becky Bender, Rockford (2024-2027)
Region Five:	Mr. Tyler Warren, Eden Valley Watkins - Chair (2025-2028)
Region Six:	Ms. Jessica Daberkow, Martin County West (2026-2029)
Region Seven:	Mr. Dan Dylla, United South Central (2026-2029)
Region Eight:	Ms. Stacy Fritz, Chatfield (2024-2027)
FFA Association:	Mary Hoffmann, Executive Director (Ex-Officio)

State Teach Ag Results (STAR) Committee
STAR is an appointed committee in cooperation with the National Association of Agricultural Educators. In 2014, Minnesota was identified as a targeted state to develop partnerships and strategies to increase the number of students pursuing careers in agriculture in order to respond to the national shortage of agricultural educators. The committee meets three times a year electronically and has worked to initiate programs like the agricultural education summer internship and the Teach Ag internship at the State Convention. Members include:

Val Aarsvold, MN FFA Foundation	Pam Koenen, MAAE	Judy Barka, AgCentric
Lindsey Brockberg, MDE	Mary Buschette, UMN – CFANS	Sarah Dornink, MAELC
Mary Hoffmann, MN FFA	Tina LeBrun, SACE	Dr. Kristin Kovar, SMSU
Keith Olander, AgCentric	Dr. Mike Martin, UMN - Crookston	Eric Sawatzke, MAAE
Dr. Kirby Schmidt, UMN Ag Ed	Lavyne Rada, Lakes Country/TIP	Emily Liebl, MAELC
Jessica Daberkow, MAAE	Kari Slinden, Ridgewater College	Dr. Amy Smith, UMN Ag Ed
Amanda Sommers, MN FFA Foundation	Cara Soukup, FFA Alumni	Amber Seibert, MAAE
Natasha Mortenson, MN FFA	Ashley Crowson, MN FFA	Sarah Jacobs, SMSU

SECTION 2. ORGANIZATIONAL POLICIES

Minnesota FFA Policies are established and endorsed by governing bodies throughout the organization. Policy recommendations or policy changes may originate from any source (local teacher or student, state officer team, committee work, state staff, etc.) but are not official policies until endorsed by the FFA Adult Board. Policies affecting CDE or SAE programs will not be approved by the FFA Adult Board until they have been considered and recommended by the respective committee.

Depending on the significance of the policy or change, a general vote may be used to assess student or teacher support for major changes or additions.

State level events and programs will be run in accordance with or in the spirit of existing policies in order to assure opportunities are universally accessible, understood and equitable.

Policies are divided into general areas of relevance as listed below.

1. **Organization Policies**
2. **Chapters and Membership**
3. **Student Leadership Positions**
4. **Career Development Events and Competitions**
5. **Supervised Agricultural Experiences**
6. **Student Awards and Recognition**
7. **Adult Recognition**
8. **State Convention**
9. **State Level Leadership Opportunities/Events**
10. **Regional & Local Activities**
11. **Student Participation Expectations**
12. **FFA Partner Organizations**
13. **FFA Grievances**

Minnesota FFA: Organization Policies

Staff of the Association & Reporting Structure

Board Approval Date: March 18, 2023
Revision Date: November 15, 2025

Executive Director
The Executive Director will report to the Head of AECM and the Chair of the Adult Board of Directors (BOD) of the FFA Association. The Executive Director will be responsible for managing staff, financial judiciary accountability, and operations of the FFA Association and implementing the mission under the direction of the BOD and in collaboration with stakeholders. Full position description can be found here.

Leadership Development Coordinator
The Leadership Development Coordinator will report to the Executive Director of the FFA. This position's overarching role is to develop future leaders in Minnesota by creating enhanced leadership development opportunities for FFA members. The candidate will guide, coach and mentor our FFA Association State and Regional Officers as well as facilitate numerous statewide conferences and workshops. Full position description can be found here.

Career and Alumni Program Coordinator
The Career and Alumni Program Coordinator will report to the Executive Director of the FFA. This position's overarching role is to develop opportunities for FFA members and alumni to explore careers, develop career skills, and develop as life-long learners. The candidate will employ creativity and collaboration to provide opportunities for career exploration and skill development for FFA members and alumni. Full position description can be found here.

Executive Treasurer
The Executive Treasurer reports to the Chair of the Minnesota FFA Adult Board of Directors and works in coordination with the Executive Director and other staff and volunteers of the Minnesota FFA Association. The Executive Treasurer is the fiscal agent for the Association, maintaining state and regional bank accounts, accounts payable and receivable, handling cash when appropriate, bookkeeping, and maintaining financial records as well as budgeting/forecasting and risk management. Full position description can be found here.

Minnesota FFA: Chapters and Membership

1.1 Active Membership

Board Approval Date: March 18, 2023
Revision Date: November 15, 2025

FFA Active Membership is available to students in grades 7-12 enrolled in secondary agricultural, food, and natural resources education courses through a Minnesota Department of Education approved local school agriculture program. Student members must be listed on an FFA roster with a chapter in-good-standing for the current membership year (August 1-July 31) to participate in Region, State, or National FFA programs or opportunities or to be eligible to be considered for degrees or awards. Dues or chapter affiliation fees for regional, state, and national dues are paid directly to the FFA State Association; the State Association will forward regional dues and chapter affiliation fees to associated region accounts, and national dues to the national organization in lump sums.

FFA members may maintain membership until the fourth national convention after their graduation from high school. Students must remain as paid members on a roster to maintain this membership.

Minnesota FFA: Chapters and Membership

1.2 Alumni & Supporters

Board Approval Date: March 18, 2023
Revision Date: November 15, 2025

As of 2017, the National FFA Organization gifts all graduating seniors free, five-year membership to the National FFA Alumni & Supporters. This membership does not qualify a student to apply for awards, degrees, or scholarships.

Students seeking to participate in award, leadership, showmanship or scholarship programs must maintain their membership with their local chapter, the State Association, and the National FFA Organization.

Current Minnesota Alumni & Supporters Chapters can be found here.

Minnesota FFA: Chapters and Membership

1.3 Roster Submission and Dues

Board Approval Date: March 18, 2023
Revision Date: July 7, 2026

1.3A - MEMBERSHIP STRUCTURE
FFA membership is available through chapters in two structures: individual dues and chapter affiliation fees. Individual dues chapters must pay a set rate per student based upon the type of membership identified. Affiliate chapters pay a rate based upon the bracket within which their chapter membership falls. (Affiliation rates are based upon membership from the previous membership year). A chapter that has enrolled as an affiliate chapter and then chooses to leave the program may not re-enroll again. Exceptions will be made for changes in chapter leadership (advisors). Chapters must submit the affiliation contract to the Minnesota FFA State Staff to enroll in the affiliation fee program no later than November 1. Chapters must submit a request in writing to State Staff by November 1 to leave the affiliation fee program.

1.3B – INITIAL ROSTER SUBMISSION AND PAYMENT
All chapters must submit a preliminary roster through theAET.com and forward payment to the FFA State Office no later than November 13. If a roster is not submitted electronically in AET, it will not be processed by the FFA State Office. State Staff will distribute a list of chapters in good standing to Region Advisors. Chapters that have not submitted a preliminary roster by November 13 and payment by the deadline will not be permitted to participate in FFA events or awards programs (including State Degrees, Region CDEs, and SAE Awards) until payment is received.

1.3C – ADDITIONAL ROSTER AND PAYMENT DEADLINES
Participation in the FFA State Convention requires that all participating students be added completely to FFA rosters and for payment to have been received in the State Office. The deadline for receipt of payment is April 1. Chapters can continue to add students for participation in summer activities until July 15. **June 30 is the AET deadline for new roster submissions.** *State Fair participation is based upon the previous year's membership as State Fair exhibits are extensions of the previous year's SAE project. State Fair participants must assure they are FFA members by July 15 of the year they intend to show.

1.3D – MINNESOTA & NATIONAL FFA DUES AMOUNTS
- 1 Year Membership (Grades 7-12): $7 National, $11 State = $18
- 3 Year Membership (Grade 13 to cover college participation): $20.50 National, $33 State = $53.50
- 3 + 1 Year Membership (Grade 12 to cover college participation): $27.50 National, $44 State = $71.50

*National FFA last increased their dues in 2010. Minnesota FFA last increased their dues in 2025, 2026.

Minnesota FFA: Chapters and Membership

1.3 Roster Submission and Dues (Continued)

1.3E – FFA AFFILIATE FEE RATES

Enrollment		National Aff. Fee	State Aff. Fee	Total Aff. Fee	Enrollment		National Aff. Fee	State Aff. Fee	Total Aff. Fee
1	25	$ 150	$ 141	$ 291	476	500	$ 2,580	$ 1,800	$ 4,380
26	35	$ 210	$ 191	$ 401	501	525	$ 2,710	$ 1,890	$ 4,600
36	50	$ 285	$ 265	$ 550	526	550	$ 2,830	$ 1,980	$ 4,810
51	75	$ 405	$ 385	$ 790	551	575	$ 2,960	$ 2,070	$ 5,030
76	100	$ 540	$ 500	$ 1,040	576	600	$ 3,090	$ 2,160	$ 5,250
101	125	$ 675	$ 615	$ 1,290	601	625	$ 3,210	$ 2,250	$ 5,460
126	150	$ 805	$ 725	$ 1,530	626	650	$ 3,340	$ 2,340	$ 5,680
151	175	$ 935	$ 810	$ 1,745	651	675	$ 3,460	$ 2,430	$ 5,890
176	200	$ 1,065	$ 890	$ 1,955	676	700	$ 3,590	$ 2,520	$ 6,110
201	225	$ 1,200	$ 970	$ 2,170	701	725	$ 3,720	$ 2,610	$ 6,330
226	250	$ 1,325	$ 1,045	$ 2,370	726	750	$ 3,840	$ 2,700	$ 6,540
251	275	$ 1,450	$ 1,120	$ 2,570	751	775	$ 3,950	$ 2,790	$ 6,740
276	300	$ 1,575	$ 1,195	$ 2,770	767	800	$ 4,090	$ 2,880	$ 6,970
301	325	$ 1,700	$ 1,270	$ 2,970	801	825	$ 4,210	$ 2,970	$ 7,180
326	350	$ 1,830	$ 1,345	$ 3,175	826	850	$ 4,330	$ 3,060	$ 7,390
351	375	$ 1,950	$ 1,420	$ 3,370	851	875	$ 4,450	$ 3,150	$ 7,600
376	400	$ 2,080	$ 1,495	$ 3,575	876	900	$ 4,580	$ 3,240	$ 7,820
401	425	$ 2,200	$ 1,570	$ 3,770					
426	450	$ 2,330	$ 1,640	$ 3,970					
451	475	$ 2,450	$ 1,710	$ 4,160					

* If more than 900 members: Contact State Office.

Affiliate fees are based upon membership from the previous academic year. In the first year of affiliation, membership brackets are determined by membership submitted through April 1.

Middle School Affiliation
Affiliated Middle School chapters will be assessed a $200 state and $300 national affiliation fee. Regional dues will also be assessed based on the regional affiliation scale.

1.3F – USE OF FFA MEMBERSHIP DATA AND INFORMATION
FFA members and teachers submit information through theAET.com to enroll as FFA members, register for conferences, and track SAE and FFA programs. Members and teachers also use FFA.org for registration and to apply for scholarships. This information is not accessible to any entity beyond FFA and will not be sold or shared to any outside organization. Students will receive FFA publications and information about upcoming FFA opportunities, but their data will not be used for marketing or fundraising purposes. Demographic information may be used for organizational evaluation or reporting purposes. In no way will demographic data be shared beyond membership enrollment in a way that is connected to student personal information. AET's terms of use, privacy statement, and COPPA statement are available at: https://www.theaet.com/signup.

Minnesota FFA: Chapters and Membership

1.4 Adding Missing Years of Membership

Board Approval Date: March 18, 2023
Revision Date: July 7, 2026

Eligibility for consideration for some awards and applications requires a minimum number of years of continuous membership. The Chapter FFA Advisor is responsible for assuring students are on the roster for each year they are a member. In the event a student is left off a roster or membership lapses, FFA advisors can have membership years added back.

1.4A – ADDING STUDENTS MISSING FROM CURRENT MEMBERSHIP YEAR
To participate in any FFA event or program, a student must be a paid member on the chapter's roster that has been submitted to the State Office. All chapters must submit a preliminary roster through theAET.com and forward payment to the FFA State Office no later than November 15. Additional members can be added by the FFA advisor through theAET.com until June 30. Advisors are responsible for submitting payment to the state office using the invoice from the State FFA Office. Local chapters are responsible for all regional, state, and national membership fees. The membership deadline for the year is April 1. For any members submitted after that date, the chapter will be invoiced for the dues as well as a $10 late fee assessment for each student.

1.4B – ADDING STUDENTS MISSING FROM PREVIOUS YEARS OF MEMBERSHIP AND ANY LATE MEMBERSHIPS
State FFA Staff will not add a student to the roster without approval from the chapter advisor and a transcript showing the Ag. Class taken if applicable. To guarantee all applicants receive their degrees, the FFA State Office will work with local advisors to add missing years of membership as necessary. Chapters will then be invoiced for region, state, and national dues as well as a $10 late fee for each of those students. For the purposes of American Degree applicants, an advisor's signature on the application indicates they believe the student is fully qualified for the degree and therefore indicates to the FFA State office that they have already approved membership for all necessary years.

Minnesota FFA: Chapters and Membership

1.5 Issuance, Suspension, and Revocation of Local Charters

Board Approval Date: March 18, 2023
Revision Date: November 15, 2025

FFA Chapters may be established in high schools or middle schools where approved agricultural education programs exist. Schools will work with the Minnesota Department of Education to identify requirements for teachers, coursework and course continuums that may exist for a high-quality Career and Technical Education program. Once a school has received Program Approval for their agricultural education program, they are eligible to apply for an FFA chapter charter. Chapters must meet certain requirements to be chartered and to remain in good standing and eligible for continued participation.

1.5A – APPLYING FOR AND RECEIVING A CHAPTER CHARTER
The agriculture teacher(s) must receive Program Approval from the Minnesota Department of Education and then submit the following to the state office: application for charter, a list of chapter officers, a complete list of chapter members, a copy of the chapter Program of Activities, and a copy of the chapter constitution. The application for charter and sample documents are available electronically from state staff or at mnffa.org. Once all documents are received and approved, state staff will work with the chapter advisor to establish necessary accounts and log-in information to give the chapter access to creating a roster, ordering FFA paraphernalia, and participating in FFA programs.

1.5B – SUSPENSION OF CHAPTER ACTIVITY
To remain in good standing, chapters must continue to offer agricultural education courses and remain up to date with financial and reporting responsibilities. If chapters fail to meet these requirements, their ability to participate will be suspended until requirements are met. Any chapter will outstanding invoices past 90 days due will be on the Not in Good Standing list until their bills are paid and received by the Association. Specifically, chapters will be temporarily suspended if rosters and payment are not submitted in accordance to rules laid out in Policy 1.3. Chapters that do not submit annual membership rosters, annual reports, or payment by the end of the membership year risk having chapter participation suspended for the next membership year. Chapters must maintain compliance as outlined in Article V of the Minnesota FFA Constitution to be a Chapter in Good Standing.

1.5C – REVOCATION OF CHAPTER CHARTER
Chapters where agricultural education programs are no longer offered are not eligible to continue to participate with FFA. Chapters that have repeatedly violated state association policies risk having their chapter charter revoked.

1.5D – STUDENT PARTICIPATION AFTER CHARTER REVOCATION
If a chapter is disbanded due to a lack of agricultural education courses, students who have been members of FFA and taken all agricultural education courses available prior to the elimination of coursework may remain members of FFA (pending receipt of dues) until the end of their membership eligibility – the fourth National Convention after graduation from high school. These students are NOT eligible to participate in LDE's/CDEs/competitions. If a trip is earned during a school year, the student can compete in the State/National Contest they qualified for. The students could earn their state degree if qualifications were met. No new students may participate as part of the FFA chapter. If a chapter charter is revoked for any reason other than an elimination of agricultural education courses, students are ineligible to participate in CDEs, awards programs, or events unless a charter is reinstated.

Minnesota FFA: Chapters and Membership

1.6 Reports to the FFA Association

Board Approval Date: March 18, 2023
Revision Date: November 15, 2025

Per the National FFA Constitution and Minnesota FFA Constitution, local FFA Chapters must annually submit all reports as requested by the state association by **November 13**. Reports requested by the FFA state executive director (i.e., FFA executive secretary in the Minnesota FFA constitution) include:

- Newly elected officers.
- A list of the official delegates to the State Convention
- Members
- A report of any changes in, or amendments to, the local Constitution and Bylaws immediately following each such change.

1.6A – TEACHER INFORMATION:
Teachers must complete their profile information in AET including name, contact information, demographics, educational and work history, salary and extended contract information, and course offerings. Collection of these data in AET replaces the former MDE statewide survey.

1.6B – STUDENT INFORMATION AND OFFICERS
Students must complete their profile information in AET including name, contact information, demographics, and course enrollment. Minnesota FFA encourages students to use AET for recordkeeping in work-based learning/SAE, leadership/FFA, and classroom instruction, as these records export to award applications and degrees, but is not required. FFA membership is submitted through AET to National FFA and the state association. Minnesota FFA will use these data to determine your list of members, degrees earned, and officers.

1.6C – DELEGATES TO THE FFA STATE CONVENTION
Per the FFA constitution, to remain in good standing with the association, each chapter must provide a list of delegates to the FFA State Convention. Each chapter will submit its list by registering two delegates through the FFA State Convention registration system. Each chapter must be present for business meetings of the state and delegates must vote on behalf of the local chapter and region.

1.6D – PROGRAM OF ACTIVITIES
Per the FFA constitution, to remain in good standing with the association, each chapter must submit an annual program of activities/work (i.e., a strategic plan) to the state association by November 13 through the online entry provided by state staff. Further, Minnesota automatically populates state and regional events to local calendars using the AET system.

Minnesota FFA: Student Leadership Positions

Student Leadership Positions: General

Minnesota FFA is represented by student leaders at a variety of levels. Officers of FFA Board of Directors and the organization are a student president, student vice-president, student secretary, student treasurer, student reporter, and student sentinel; eight student regional presidents; an adult executive director; an adult executive treasurer; state career and alumni coordinator, and the state leadership development coordinator. For the purposes of clarity of roles and responsibilities, the policies below handle each group of student leaders separately to address unique policies regarding their selection, support, responsibilities, and more.

Minnesota FFA: Student Leadership Positions

2.1 State Officers – State Officers

Board Approval Date: March 18, 2023
Revision Date: November 15, 2025

2.1A – JOB DESCRIPTION
A Minnesota FFA State Officer is one of six FFA members selected to serve the association at large for one organizational year, from State Convention to State Convention. State Officers perform a wide variety of tasks to represent the association and its members including, but not limited to, writing and presenting leadership workshops, speaking to agricultural meetings, making presentations to sponsors and alumni, traveling to visit FFA chapters, acting as delegates to the National FFA Organization and board representatives for the Minnesota FFA governing bodies, meeting with legislative partners and planning, and executing portions of the FFA State Convention in cooperation with key staff and partners. Officers perform as individuals and part of a team; seek improvement and accept feedback graciously; remain current on agricultural and world news in order to be informed leaders and continually serve as for FFA members by adhering to the FFA code of ethics and conduct at all times.

2.1B – ELIGIBILITY AND SELECTION PROCESS
Students are eligible to run for a FFA State Office if they are a member in good standing of a Minnesota FFA Chapter who has earned or will earn the FFA State Degree at the convention at which they would be elected. Candidates must be a graduating senior or older to apply and must remain an active member throughout the entirety of their year of service. Candidates must submit a completed application online by March 1 (including a signed commitment form) and affirm their understanding of the commitment by watching and verifying their understanding of an online webinar.

State Officer applications will be scored by adult consultants to the nominating committee. No more than 18 qualified candidates will advance to the interview rounds held during the days prior to the FFA State Convention. Candidates will pay a fee to participate in the convention interviews which covers a portion of their meals and lodging during the selection process. During convention, candidates will be evaluated on FFA core competencies through a series of group or one on one interviews and observed practicums such as public speaking, facilitating, and delivering key messages to a variety of audiences. Scores are weighted to give more value to competencies identified as more essential to success as a state officer.

After the conclusion of interviews, the Nominating Committee will meet to evaluate candidate performance and develop a slate for the state officer team. The State Officer team slate is limited to no more than two individuals from one chapter. The officer team slate will be announced during the final state convention session. Details about the selection process are available in more detail in the State Officer Candidate Selection Process Handbook and details about the Nominating Committee are indicated in Policy 2.5. The selection process is periodically reviewed by a team of staff, stakeholders and students to assure it remains fair, relevant, and in line with FFA's goals and values. This evaluation happens at least once every three years but may happen more frequently if necessary. Revisions are presented to and approved by the Adult Board before taking effect.

Minnesota FFA: Student Leadership Positions

2.1 State Officers (continued)

2.1C – MANAGEMENT, SCHEDULING, AND SUPPORT
Management and Scheduling
State Officers are managed by state staff members who balance officer development, responsibilities, and major association events. Requests for State Officers at industry, regional, or chapter events should be made to state staff so that they can balance time, transportation, and financial commitments.

Chapter visits are scheduled on a rotational basis to reduce the travel requirements for officers. Officers are not permitted to travel on association business unless it has been approved by state staff, and they will not be reimbursed for mileage or expenses unless they are traveling for a state approved event. Chapters or regions can request state officers for their events even if that event is not an official chapter visit. Chapters or regions will be notified if they are responsible for any costs for state officer visits before officer travel is confirmed.

Developmental Support
State Officers are provided with directed training and coaching sessions as well as multiple opportunities for professional development. In addition to state staff support, officers have help identifying mentors to support them throughout their year of service.

Financial Support
Officers are not paid employees of the FFA State Association, but instead are volunteer student interns. The FFA Association helps to defer and reduce the costs of serving as an officer by providing officers with reimbursement for mileage, approved expenses, and a clothing stipend for FFA official dress.

2.1D – DISCIPLINE/REMOVAL FROM OFFICE
State Officers who fail to meet expectations will be asked to participate in conversations to identify areas and strategies for improvement. Officers who violate the code of ethics or code of conduct will meet with state staff to address the concern. If an officer has clearly violated a key component of the code of conduct or their commitment form, they may be considered for dismissal from their position on the team.

In the event an officer is considered for removal from the team, State Staff will meet with the officer to identify whether there is evidence enough to be grounds for removal. The student's local chapter advisor(s) will be included in subsequent conversations regarding officer behavior and potential removal. Officers may choose to resign prior to an Adult Board action to consider their removal. If the Adult Board determines the student has violated their commitment contract, they will be asked to resign or dismissed from the team by a board vote. State Officers will not be involved in any Adult Board conversations regarding the dismissal or discipline of a student.

Minnesota FFA: Student Leadership Positions

2.2 Region Presidents

Board Approval Date: March 18, 2023
Revision Date: November 15, 2025

2.2A – JOB DESCRIPTION
Region Presidents are members of the Minnesota FFA Student Board of Directors and are officers on the board. Region Presidents are liaisons between the chapter/region level and the state association. They serve as part of a team of region officers and participate in select state association tasks. Region Presidents are unique because they have responsibilities to both the region and the state. Region Presidents also have duties with Minnesota FFA during summer leadership conferences and the FFA State convention.

2.2B – ELIGIBILITY AND SELECTION PROCESS
The selection process for Region Presidents differs by region. Each region has the authority to determine their selection method and timeline. Region Presidents must possess or receive their FFA State Degree by the convention at which they will be introduced as the new Region President. All students who have earned their state degree and will be an FFA member for the entire term are eligible to apply.

2.2C – MANAGEMENT, SCHEDULING, AND SUPPORT
Region Presidents work closely with their region chapters, teammates, and their region advisor for regional responsibilities. In addition to region tasks, Region Presidents will work with State Staff and State Officers to plan for state required events. In the case of state association events when Region Presidents travel in their own vehicle and not with a chapter, the association will reimburse drivers for mileage and travel expenses. Examples include: state camps, state convention, and in person board meetings. The association will also coordinate or provide lodging/meals at events where Region Presidents are required to work as part of the program.

Region Presidents, on occasion, may be asked to attend State level activities that occur within their region such as farm shows, agricultural meetings, or business and industry tours. If asked to attend a State activity by Association state staff, Region Presidents are eligible to be reimbursed for mileage for that event. If asked to attend by a member of the Foundation staff, reimbursement is not provided from the Association, but may be available from the Foundation. Region Presidents should clarify reimbursement/mileage if necessary when asked to participate.

2.2D – DISCIPLINE/REMOVAL FROM OFFICE
Region Presidents are required to sign and adhere to the same commitment form and code of conduct/ethics that apply to Minnesota FFA State Officers. In the event that a Region President violates that commitment, they will follow the same policy and procedure as is outlined in Policy 2.1D regarding the discipline/removal of office for State Officers.

Minnesota FFA: Student Leadership Positions

2.3 Region Officers

Board Approval Date: March 18, 2023
Revision Date: November 15, 2025

Region Officers are elected and serve under the direction of their region. Minnesota FFA Association will offer training opportunities for region officers to participate in, but officers are not required by the state to participate in order to serve as officers. Each region has the authority to establish their own requirements and expectations for their region officers. While the state association does not schedule or financially support region officers, it does provide support and guidance to regions upon request.

When the state officers are in a region, region officers will often be invited to participate in scheduled chapter visits or agricultural events. If a state level event is occurring within a geographic region, Region Officers may be invited to participate in events such as farm shows, agricultural annual meetings or business and industry visits.

Minnesota FFA: Student Leadership Positions

2.4 Region Advisors

Board Approval Date: March 18, 2023
Revision Date: November 15, 2025

Region Advisors are identified within each region by the region itself. Each region may have a different selection process and may have multiple region advisors. A single designated Region Advisor will receive a small stipend from the Minnesota FFA Foundation at the FFA State Convention in appreciation for their role throughout the year, but they are not paid employees of the Minnesota FFA Association. Region Advisors may help to coordinate Region Officers and region activities including CDEs, leadership events, and the evaluation of awards and degrees. The State Association does not directly schedule or manage regional activities but does provide assistance and resources to Region Advisors upon request and through regional advisor meetings that occur.

Minnesota FFA: Student Leadership Positions

2.5 Additional Student Leadership Positions

Board Approval Date: March 18, 2023
Revision Date: November 15, 2025

2.5A National FFA Delegates
When Minnesota is awarded more National FFA delegates than available State Officers, additional students will be sought to fill the additional delegate positions. The number of delegates each state receives is determined by National FFA based on FFA State membership. Applications will be made available to students through Region Advisors and general communication (social media, teacher listserv). Interested students must be able to travel with the State Officer Team to National Convention and will have responsibilities Monday through Wednesday of the convention. Chapters will then be responsible for the student and their transportation during the remainder of convention. Region officers will be targeted for applications, but any student can apply if they are a dues-paid FFA member in good standing. Applications are reviewed by members of the Adult Board who do not have a student applicant and the board will make recommendations to state staff for which students should serve as delegates. Additional consideration may include available lodging or competition needs of state officers or delegates.

2.5B State Officer Nominating Committee
Nominating Committee applications are available online and distributed in early spring. Any student member in good standing is eligible for consideration as a member of the State Officer Nominating Committee. Each region will be represented by one student on the committee. Preference is given to students who have not previously served on the committee. Students from chapters with state officer candidates or with other obvious conflicts of interest are not eligible to be considered as members of the nominating committee. State Officers will evaluate applications to select a talented, experienced, and balanced Nominating Committee.

In addition to regional representatives on the committee, two immediate Past State Officers co-chair the committee process. The committee is observed and supported by four adult consultants: two representatives from Minnesota Association of Agriculture Educators and a total of two representatives from FFA Stakeholder groups including school administrators, the FFA Foundation, and the FFA Alumni. A designated adult coordinator of the nominating committee will be present throughout the selection process to keep the process on schedule, to assure the process is adhering to written guidelines, that the process is free from bias and that all participants (committee members, adults, and candidates) are supported.

In the event of a selected student or adult member being unable to attend the convention, best efforts will be made to find appropriate substitutes. Should a student or adult member become ill or unavailable within a week of convention, the process will advance forward regardless of whether an alternate can be provided. Unavoidable or emergency committee changes will not invalidate the selection process. The adult coordinator will make decisions to assure fairness and a quality experience for all involved.

2.5C National Officer Candidate
Any student who has or will receive their American Degree by the year of the selection is eligible to be considered for Minnesota's National Officer Candidate. Interested applicants must submit a letter of intent to State Staff after the FFA State Convention (deadlines will be distributed annually) and then participate in interviews by early June. Selection is based on the same competencies as State Officer Selection (See Policy 2.1B). A selected candidate will be supported with training and limited financial resources as they continue to prepare for the selection process at the National FFA Convention. Support is available from the Association and the FFA Foundation to support the candidate's convention hotel, flight, and registration, and one out of state training experience.

2.5D State Fair Barnyard Attendants and Ambassadors
Students can serve as Barnyard Attendants in the Miracle of Birth Center or Ambassadors in the FFA Chapter House for multiple day shifts during the Minnesota State Fair. Students may be asked to apply and interview to be considered. If selected, students receive assistance with housing and meal tickets/access to the fairgrounds for the days that they work. There is training in early August about key messaging and the State Fair shift length will be communicated through the application process. Students may sign up for multiple shifts.

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Minnesota FFA: Career and Leadership Development Events

3.1 Overall CDE/LDE Management, Governance, and Eligibility

Board Approval Date: March 18, 2023
Revision Date: November 15, 2025

Management
Rules and policies referenced in this section of the Association Policy Book are linked here for convenience as a duplicate of the Career and Leadership Development Event handbook managed by MAAE. Career and Leadership Development Event rules and policies are managed by the CDE Coordinator and the MAAE CDE Committee. This committee meets three times annually at the January and July MAAE conferences and the FFA State Convention in April. The committee may meet additional times throughout the year as necessary. CDEs are offered at the Regional level (led at least in part by the Region's member of the CDE Committee) and at the State level. They may also be offered at CDE invitationals at various colleges or universities. The FFA Association provides access to rules for other events and assists in the coordination of State Level competitions. The majority of State CDEs are offered at the FFA State Convention and are managed on site by a combination of faculty, teachers, and college student event chairs. These event chairs work with volunteers, assigned region advisors, and the CDE Committee and Coordinator to deliver a competitive event that adheres to the rules of the individual event and the general eligibility rules for all FFA Competitors. State events that occur outside of the FFA State Convention are managed individually as listed in Policy 3.4.

Revision
The MAAE CDE Committee reviews individual CDE/LDEs on a multi-year rotation. The committee may evaluate participation, budget as compared to other CDE/LDEs, relevance to classroom instruction or career expectations; National FFA revisions and/or feedback from FFA advisors. If a CDE/LDE is not scheduled for review, the committee may review the event if National FFA makes significant changes to the event in a non-revision year or if an MAAE member proposes changes to the CDE Committee. CDE/LDE revisions should be brought to the CDE Committee through a committee member or state staff member prior to the meeting at the January Ag Tech Conference. Between January and the July Summer MAAE Conference, committee members will work to finalize recommendations for any changes. Changes approved by the CDE Committee at their meeting during the summer conference and then brought before all MAAE members for a vote. Changes approved by both the MAAE CDE Committee and the MAAE general membership will go into effect for implementation at the following FFA State Convention.

Governance
CDE/LDEs are governed by written rules managed by the MAAE CDE Committee. Rules include information about participation eligibility, competition descriptions, and information about tie-breakers. Procedural or rule changes or changes to participation quotas are addressed at the MAAE Annual Summer Conference by the CDE Committee. Response to grievances (as outlined in Policy 3.7) are handled with the CDE Coordinator, the FFA State Advisor, and the FFA Executive Director. At the request of an advisor, an issue can be brought before the entire CDE Committee. The FFA Adult Board maintains responsibility for the operation of state finals events and the financial and liability decisions associated with that event. In the event of a health or safety concern, the FFA Adult Board may limit or cancel regional or state events. In the event of an equity concern, the FFA Adult Board or State Staff may work with CDE Committee members to identify solutions that allow for equitable participation.

Eligibility
To be eligible to participate in Region or FFA State CDE and LDEs, a student must be an FFA member of their local chapter, enrolled in an accredited AFNR class during the current year, and have paid regional, state, and national FFA dues to the FFA State Office. Students are eligible to participate in one Career Development Event, one individual Leadership Development Event and one team Leadership Development event at the FFA State Convention each year. If a student has already been identified as a member of the state winning team of Agricultural Communications or Food Science (events that occur prior to the FFA State Convention), they are not eligible to participate in a CDE or team LDE at the State Convention because students can only advance to the National FFA Convention in one CDE or LDE. Students who advance to the State Convention in an individual LDE may choose to participate. If they win their individual event, they will be expected to forfeit their spot on the state winning team. Chapters can replace team members if necessary.

3.1 Overall CDE/LDE Management, Governance, and Eligibility (continued)

Teams and individuals must be certified by their region to be eligible to compete at the State Level (except for non-convention CDEs). Once a student has competed on a team that has won the State event, they are no longer eligible to compete in the same CDE or LDE again. If a student is not a member of a state first place winning team but competes at the National FFA Convention in the event due to a substitution, they are no longer eligible to compete in the same CDE or LDE again. Unless otherwise noted, all students in grades 7-12 are eligible to participate in Minnesota FFA CDE/LDEs. The exceptions for the age requirement apply to Creed Speaking and Conduct of Chapter Meetings. Individual rules and specific restrictions should be found for each individual CDE and LDE through the Minnesota FFA website or confirmation with CDE/LDE Staff or coordinators.

Minnesota FFA: Career and Leadership Development Events

3.2 CDE/LDE Management and Policies

Board Approval Date: March 18, 2023
Revision Date: November 15, 2025

With the exception of Agricultural Communications, Agricultural Issues, and Marketing Plan, CDE/LDEs begin competition at the local and regional level. Regions advance a designated number of teams or individuals to compete at the FFA Finals. The operation of CDE/LDEs on the regional level is managed and governed by advisors on the region level with leadership from the regional representative to the CDE Committee. Region CDE/LDEs must be scheduled to produce results prior to the deadlines for FFA State registrations.

Regional CDE/LDE Quotas are determined in two ways. First, certain CDE/LDEs allot an equal number of participation spots to every region. Most commonly, CDE/LDEs allocate a base number of participation spots to each region based on the available space at the state convention CDE site – and then regions earn additional participation spots with success in that CDE/LDE at the previous state convention through merit based additional quotas. The quota is developed and managed by the Career and Alumni Program coordinator at the University of Minnesota, and approved by the MAAE CDE Committee at the summer meeting. Details on how regions have earned additional spots in their quota can be directed to the Career and Alumni Program coordinator for more information.

For the current CDE/LDE Quotas, click here.

Minnesota CDE and LDE Events are governed by the MAAE CDE Committee.

- Faculty Chairs are appointed by the Minnesota FFA Career Coordinator. Faculty Chairs may be University or College Faculty/staff, industry professionals, and FFA Advisors.
- LDEs are managed by Co-Faculty Chairs and are held at the Winter Leadership Summit.
- CDE Teacher Chairs are all Chapter FFA Advisors. Each region selects one Chapter FFA Advisor to serve on a committee for each CDE final event at the State FFA Convention. This committee of 8 will vote for one FFA Advisor to serve as the chair.
- All Minnesota FFA Advisors are assigned to a CDE or another task during the State FFA Convention.

Unified Teams:
Definition of a Unified Team: A Unified Team will consist of 4-5 FFA members and must include at least one student with special needs, physical limitations, or other significant hardships.

1. Teams must be identified as a "Unified Team" at the regional Career Development Event.
2. Teams will compete as a team with all other CDE teams in that particular CDE topic.
3. All General CDE Rules apply to Unified Teams.
4. If a Unified team advances to state competition, they are allowed to participate with a five-person team.
5. A team score for the Unified team will consist of the same number of participants as all other teams in that CDE.
6. Accommodations will be made for all students needing them, however, modifications are not allowed for any student participating.

Minnesota FFA: Career and Leadership Development Events

3.3 State Convention CDE/LDEs and Competitive Events Recognition

Board Approval Date: March 18, 2023
Revision Date: November 15, 2025

3.3A – State Convention Competitive Event Recognition
CDE/LDE winners or finalists are notified pre-state convention if the event occurs outside of convention. If the event takes place at convention, finalists are notified through the State Convention app/email/posting as soon as results are available. There are two separate State Events- State LDE Finals, held at the Winter Leadership Summit in December, and State CDE's, held at the State FFA Convention in April.

Event	Teams/Individuals Recognized Onstage
Agricultural Communications	5 teams, 3 individuals
Agricultural Issues	3 teams
Agricultural Mechanics	5 teams, 3 individuals
Agricultural Sales	5 teams, 3 individuals
Best Informed Greenhand	5 teams, 3 individuals
Companion Animal Sciences	5 teams, 3 individuals
Conduct of Chapter Meetings	6 teams
Creed Speaking	6 individuals
Crops	5 teams, 3 individuals
Dairy Evaluation	5 teams, 3 individuals
Discussion Meet	4 individuals
Employment Skills	6 individuals
Extemporaneous Speaking	4 individuals
Farm Business Management	5 teams, 3 individuals
Fish & Wildlife Management	5 teams, 3 individuals
Floriculture	5 teams, 3 individuals
Food Science & Technology	6 teams, 3 individuals
Forestry	5 teams, 3 individuals
Horse Evaluation	5 teams, 3 individuals
Livestock Evaluation	5 teams, 3 individuals
Marketing Plan	2 teams
Meats Evaluation & Technology	5 teams, 3 individuals
Milk Quality & Products	5 teams, 3 individuals
Nursery & Landscape	5 teams, 3 individuals
Parliamentary Procedure	6 teams
Poultry Evaluation	5 teams, 3 individuals
Prepared Public Speaking	6 individuals
Soils	3 individuals
Talent	Up to 6 acts announced/perform throughout Convention
Spanish, Somali, Hmong Creed Invitationals	2 individuals

Minnesota FFA: Career and Leadership Development Events

3.4 Non-Convention CDE's and Competitive Events

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3.4A Agricultural Communications
The Agricultural Communications Career Development Event is conducted outside of the FFA State Convention. The competition is hosted by the University of Minnesota Agricultural Communications & Marketing Department and is aligned to National FFA rules. It may not include all components of the National competition based upon resources, access to equipment and available time. Information about the Agricultural Communications event will be distributed through the AgInstructors listserv. Winners of the event will be recognized onstage at the State Convention as indicated in Policy 3.3C and the state winner will advance to compete at the National FFA Convention.

Minnesota FFA: Career and Leadership Development Events

3.5 Exhibiting and Showing Livestock

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Revision Date: November 15, 2025

Livestock shows on any level are operated by the show host itself and **not** by the FFA State Association. Registration fees, show requirements, recognition and rules are determined by the show's management. Certain shows may require that students provide proof of membership to participate in the FFA show. The local FFA advisor can obtain proof of this membership using theAET.com.

COUNTY FAIRS
Rules for participation vary by county. If a county would like to open its show to students beyond the county, the State Association can help to distribute this information for promotion purposes.

STATE FAIR
The State Fair FFA livestock shows require students to be dues paid FFA members for the previous membership year as state fair exhibits are considered extensions of the previous year's SAE project. Students must be on a roster no later than July 15 of the year of the show. Membership will be checked and chapters will be expected to pay to add members that are not active on their roster. In order to show at the State Fair, students must be entering 9th grade or older and must still be an active FFA member (up to their fourth summer after graduating high school). For incoming 9th graders, that were not FFA members previously, membership must be submitted for the upcoming year. State staff will assist in this process. This also needs to be completed by July 15. Chapters that are newly chartered cannot participate at the fair until they have been chartered for at least the full school year prior.

SUMMER FFA MEMBERSHIP
Due to timing of summer activities and the membership year, advisors must ensure all participants in summer activities are dues-paid, active members for that membership year prior to arrival at the summer events and State Fair. To participate in a FFA State event or awards program (the State Fair FFA weekend counts as a FFA State event even though the Association does not manage the event), chapters are responsible for the state and national dues as well as any applicable late fees to add students who are not properly registered as members.

Minnesota FFA: Career and Leadership Development Events

3.6 Career and Leadership Development Event Advancement

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Revision Date: November 15, 2025

3.6A DEADLINES
Region deadlines are established and enforced at the Regional level by region advisors or CDE or SAE committee representatives. State deadlines are established based upon the starting date of the FFA State Finals/Convention. Region deadlines and competition dates (including make-up dates) should be set in a way to allow qualified teams and individuals to appropriately register for state competitions and the state conventions.

Events with manuscript submission requirements will have deadlines provided and promoted through the AgInstructors Listserv that allow for scoring of manuscripts in advance of the event itself. Competitors who do not provide manuscripts or registration information by established deadlines may incur a penalty or be prohibited from participating in the event entirely.

National FFA CDE/LDE Deadlines and responsibilities are as follows:

- Declaration of Teams: State Staff declares events in which Minnesota FFA anticipates having a competitor at the national level in late spring.
- Certification of Teams: State Staff identify the chapter of each team advancing to National Convention shortly after State Convention results are final. Teachers will complete certifications for their nationally qualified competitors through ffa.org by **September 1.** *Minnesota FFA strongly recommends teachers complete this task prior to the end of the school year to avoid stress with this end of summer deadline.*
- Accommodations for special needs including learning disabilities, physical disabilities, and food allergies must be submitted to FFA by **August 15** in order to be considered.
- Manuscripts or Portfolios for Ag Communications, Ag Issues, Employment Skills, Marketing Plan and Prepared Public Speaking are due by electronic upload by **September 1**. Employment Skills must also submit their application on **September 15**. FFA advisors are responsible for submitting manuscripts directly to National FFA as described in individual CDE/LDE rules.
- Teams with individuals competing in multiple events (CDE/LDE, SAE, National Chapter or AgriScience Fair) must notify National FFA of the conflict by **September 1.**
- Waivers must be signed and submitted electronically for all participating students in accordance with the dates set by National FFA. Minnesota FFA recommends advisors print a copy of all completed waivers and travel with them in addition to any permission slips or travel forms required by their school.

Advisors are also responsible for registering their students for participation at the National FFA Convention in addition to completing the tasks required to register them to participate in the competitive event. Convention registration opens in early September. Chapters must plan their arrival at the convention to allow for time to pick up registration materials prior to any CDE/LDE activities.

3.6B AVAILABLE SUPPORT
Minnesota FFA does not provide a formal support pathway for financial or development needs of selected advancing teams and individuals - but it does serve as a conduit for information that can connect supporters and participants. Financial contributions or relationships between educational or industry partners can be facilitated through FFA State staff. MN FFA does pay for the National FFA CDE/LDE Fees.

3.6C NEXT IN LINE TO COMPETE
In the event a team member is unable to participate, it is possible to allow remaining students to compete. A team may replace a member at the state level in accordance with any existing region policies. At the national level, it is possible to replace team members 24 hours prior to convention with the proper paperwork and Association consent.

If a team/individual CDE/LDE competitor is unable to compete, the next ranked team/individual may be asked to represent Minnesota at the national level. Advisors of second place teams offered the opportunity to compete at National Convention have the choice to allow their team/competitor to advance or to deny that opportunity based upon their own judgement. If a CDE/LDE Participant or Team is certified and then backs out, they will be required to pay the National CDE/LDE fee if there cannot be a replacement for Minnesota.

Minnesota FFA: Career and Leadership Development Events

3.6 Career and Leadership Development Event Advancement (continued)

3.6D PARTICIPATION RESTRICTIONS
Students may only advance to compete in a limited number of events at the National FFA Convention. They may compete in a maximum of one CDE or LDE per year.

Minnesota students may not compete in a CDE or LDE after they have won the state event. Students are also ineligible to compete again in a CDE or LDE if they have competed at the national level – even if their team did not place first at the state level. In the event of a tie for 1st, the team that is not given the opportunity to advance to the national level will be allowed to compete again on the state level.

3.7 Competition Grievances

Board Approval Date: March 18, 2023
Revision Date: July 10, 2026 (MAAE Summer Conference Vote)

3.7A TIMELINE AND STATE GRIEVANCE POLICIES
Here is the Link to the approved Minnesota FFA CDE/LDE Appeals Policy - Full Appeals Document (https://drive.google.com/file/d/1kJW-1rFfft41WPhDVComaI0nLNt79-v9/view?usp=sharing)

CDE/LDE grievances will be reported to the CDE committee on an annual basis in order to understand trends or needs for improvement.

3.7B GRIEVANCES BEFORE STATE LEVEL
Regional CDE/LDEs are run and managed at the region level. Any concerns or petitions regarding a region event must be taken up with the region leaders. The FFA State Office provides support to regions but does not mandate or control the actions of the region. Minnesota FFA will not overturn a region result without the involvement of the CDE committee and engagement with region FFA advisors – but it can serve as a resource in resolving a conflict.

Minnesota FFA: Supervised Agricultural Experiences

4.1 Work Training Agreements, AET, and Labor Laws

Board Approval Date: March 18, 2023
Revision Date: November 15, 2025

Supervised Agricultural Experiences (SAEs) are an integral component of the agricultural education model on a national level and have particular emphasis within Minnesota. The purpose of SAE is for all students to develop agricultural and work skills that reinforce classroom instruction and develop career readiness. Minnesota FFA offers several degree and award programs to recognize excellence in SAE – but the purpose of SAE is not recognition. Minnesota FFA works to provide resources and support systems to help local advisors administer Supervised Agricultural Experiences that maximize safety, provide for effective supervision, and adhere to any applicable laws and regulations.

4.1A WORK AGREEMENTS
As an integral piece of AFNR education, an SAE should include components that naturally lend themselves to evaluation – and therefore require some sort of supervision. Utilizing a work agreement can help to assure that these individualized experiences universally address student growth and student safety. Minnesota FFA strongly encourages the use of work agreements. A sample work agreement/individual training agreement that can be modified for use in a local program is located on AET.

4.1B AET
Record keeping is an important part of SAEs. From classroom grading to applying for state and national degrees and awards, students learn reliable and quality record keeping skills through SAE. National FFA SAE degrees and awards are hosted through the AET. Subscribers with AET memberships can have the records they are keeping in AET auto populate into degree and award applications.

Minnesota FFA pays for the AET Subscription for all chapters. It is possible to use the AET for functions other than SAE records and applications. Chapters can use AET functions to develop Programs of Activities and grade student SAE's. The AET system must also be used to submit and manage the chapter roster.

4.1C LABOR LAWS
SAEs are intended to provide high school students with appropriate, educational work experiences within the parameters of existing state and federal labor laws. Advisors should be mindful of current statutes and work with students and employers/supervisors, as part of the recommended work agreement, to assure that regulations are being followed.

Federal Resources Regarding Youth & Labor:
- United States Department of Labor - https://www.dli.mn.gov/business/employment-practices/teen-workers
- Agricultural Employment - https://www.dli.mn.gov/business/employment-practices/agricultural-workers
- YouthRules! – Preparing the 21st Century Workforce - https://www.youthrules.gov/

Minnesota Resources from the Department of Labor & Industry:
- Labor Standards – General Child labor laws - https://www.dli.mn.gov/child-labor
- Agricultural Labor Standards - https://www.dli.mn.gov/agriculture

Minnesota FFA strongly supports opportunities for youth to work within agriculture and on farms. It is important for student development of career skills and is a key part of encouraging the next generation of employees and entrepreneurs to choose agricultural careers. Within this belief, FFA places an uncompromised emphasis on training, supervision and, at times, restrictions for tasks to assure student employees are safe throughout their work experience. Advisors must be mindful of safety and legal practices at SAE work sites and, if necessary, communicate needs for improvement with adults and students. Should a work experience be deemed unsafe by the AFNR teacher, FFA supports their judgement in terminating its status as a qualified SAE for their student.

Minnesota FFA: Supervised Agricultural Experiences

4.2 Degrees and Eligibility

Board Approval Date: March 18, 2023
Revision Date: July 7, 2026

FFA has structured a degree program that recognizes active FFA members for progress in all phases of leadership, skills, and occupational development. SAE is not the only component required to earn degrees, but it is a critical piece to the development of the AFNR education student. The Discovery FFA Degree, the Greenhand FFA Degree, and the Chapter FFA Degree are awarded at the chapter level by the chapter advisor. State associations members who have met the requirements with the FFA State Degree. The highest degree, the American FFA Degree, is conferred upon an elite group of members at the national level.

4.2A – DISCOVERY DEGREE
- Be enrolled in an AFNR class for at least a portion of the year while in grades 7-8.
- Have become a member of FFA at local, state, and national levels.
- Participate in at least one local FFA chapter activity outside of scheduled class time.
- Have knowledge of agricultural related career, ownership, and entrepreneurial opportunities.
- Be familiar with the local FFA chapter's Program of Activities.
- Submit a written application for the degree.

**As not all FFA chapters offer a middle school program, the Discovery Degree is the only degree not required in order to receive higher degrees.*

4.2B – GREENHAND DEGREE
- Be enrolled in AFNR education and have satisfactory plans for a supervised agricultural education program.
- Be on record as a member of FFA at the local, state, and national levels.
- Learn & explain the FFA creed, motto, salute and FFA mission statement.
- Describe and explain the meaning of the FFA emblem and colors.
- Demonstrate knowledge of the FFA Code of Ethics and the proper use of the FFA jacket.
- Demonstrate knowledge of the history of the organization, the chapter constitution and bylaws, and chapter Program of Activities.
- Personally own or have access to the Official FFA Manual and the Official FFA Student Handbook.
- Submit a written application for the degree.

4.2C – CHAPTER DEGREE
- Have received the Greenhand FFA Degree.
- Have satisfactorily completed at least 180 hours of systematic school instruction in AFNR education at or above the 9th grade level.
- Be on record as a member of FFA at the local, state, and national levels.
- Have in operation an approved supervised agricultural experience.
- Be enrolled in an AFNR course.
- Have participated in the planning and conducting of at least three official functions in the Program of Activities.
- AFTER entering AFNR education, must have earned & productively invested at least $150 by the member's own efforts; or worked at least 45 hours in excess of scheduled class time or a combination thereof; and must have developed plans for the continued growth and improvement in their SAE program.
- Have effectively led a group discussion for 15 minutes.
- Have demonstrated five procedures of parliamentary law.
- Show progress toward individual achievement within FFA award programs.
- Have a satisfactory scholastic record.
- Have participated in at least 10 hours of community service. Cannot be duplicated as paid or unpaid SAE hours and should be done to benefit someone other than the FFA chapter.

4.2 Degrees and Eligibility (continued)

4.2D – STATE DEGREE

- Have received the Chapter FFA Degree and are at least a Junior in high school.
- Be on record as having been an active FFA member at the local, state, and national level for at least two years (24 months) at the time of receiving the FFA State Degree. Applicants may receive their degree during the convention occurring within the spring of their second year of membership providing they are at least a junior in high school.
- Have completed, or be in the process of completing, the equivalent of at least two years (360 hours) of systematic school instruction in AFNR education at or above the 9th grade level. If out of school, candidates must have completed the equivalent of two full years of agriculture and agribusiness instruction (360 hours) grade 9-12. (A 1.0 full credit course would be 180 hours and a .50 credit course is 90 hours, while a .25 credit course is 45 hours.)
- Have in operation an approved SAE program aligned to skills outlined in the National AFNR standards. If out of school, at least one year of SAE records must have been completed during high school.
- AFTER entering AFNR education, must have earned & productively invested at least $2000 by the member's own efforts, worked at least 600 hours in excess of scheduled class time, or a combination thereof.
- Demonstrate leadership ability by performing 10 procedures of parliamentary law, giving a six-minute speech on a topic relating to agriculture or FFA; serving as an officer, committee chairperson or participation member of a chapter committee; and participate in the planning and/or completion of the chapter's Program of Activities.
- Have a satisfactory scholastic record as certified by the local AFNR education instructor and the principal or superintendent.
- Have participated in at least 10 different FFA activities above the chapter level.
- Have participated in at least 25 hours of community service within at least two different community service activities. These hours cannot be duplicated as paid or unpaid SAE hours and should be done to benefit someone other than the FFA chapter.
- Submit a written application for the degree.

LIST OF APPROVED SAE'S FOR STATE DEGREE:
There is a list of currently approved/not approved SAE's for the State Degree. Find the document here.

STATE DEGREE HANDBOOK:
There is a State Degree Handbook that is revised by the SAE Committee. Find the document here.

REGION INTERVIEWS & EVALUATION
In Minnesota, FFA members will verify their degree application in interviews that take place at the region level. Students bring their SAE records with them to this interview to help them explain how they have met the requirements. Records must be accurate and cannot be deliberately improvised. Students are to include a list of parliamentary procedure abilities performed as part of their SAE records for the purpose of the interview using the State Degree Review Sheet. If a candidate does not interview or, through the interview process, is found to have not met the requirements, they may be denied the degree. In the event of a health or safety concern, regions may choose to conduct interviews in alternate ways to assure the integrity of the process while providing any necessary accommodations.

If the candidate feels the action of the regional committee at the regional level is in violation of the constitutional requirement, individuals may file an appeal to the State Staff. Appeals must be filed no later than the third Friday of February of the application year. The State Staff will then decide on the appeal.

If the candidate feels the action of the state committee at the state level is in violation of the constitutional requirement, individuals may file an appeal to the MAAE SAE Committee. Appeals must be filed no later than the third Friday of March of the application year. The SAE committee will then decide on the appeal.

Complete details about the Region State Degree Interviews and application processing are found in depth in the SAE Handbook under "Regional Responsibilities regarding the Minnesota FFA Degree."

STATE PRESENTATION
Minnesota FFA state degree recipients receive a certificate and a charm from the State Association and are recognized during the FFA State Convention. The Association does not provide the degree chain for wearing the state degree chain. They can be purchased individually from National FFA. It is not possible for an individual to order a replacement for a lost state degree charm individually from National FFA; all requests must be made through the State Association and will result in a small fee to cover the cost of the replacement.

4.2 Degrees and Eligibility (continued)

4.2E – AMERICAN DEGREE
- Have received the FFA State Degree.
- Be on record as having been an active FFA member at the local, state, and national level for the last three years (36 months) continuously. If a student application is found to have a gap in required membership, the advisor and student signature on the application will indicate permission for the FFA State association to secure missing membership years and bill the chapter as necessary.
- Have record of satisfactory participation in activities on the chapter and state level.
- Have satisfactorily completed the equivalent of at least three years (540 hours) of systemic secondary school instruction in an AFNR education program, or have completed at least the equivalent of 360 hours of systematic secondary school instruction in AFNR education and one full year of enrollment in a postsecondary agriculture program, or have completed the program of AFNR education offered in the secondary school last attended. (A 1.0 full credit course would be 180 hours and a .50 credit course is 90 hours, while a .25 credit course is 45 hours.)
- Have graduated from high school at least 12 months prior to the national convention at which the degree is to be granted.
- Have in operation and have maintained records to substantiate an outstanding SAE program for at least the three consecutive years prior to the year of application through which the member has exhibited comprehensive planning and managerial and financial expertise.
- AFTER entering AFNR education, must have earned at least $10,000 & productively invested at least $7,500 by the member's own efforts; or earned and productively invested $2,000 and worked at least 2,250 hours in excess of scheduled class time. Any combination of hours, times a factor of 3.56, plus actual dollars earned and productively invested must be equal to or greater than the number 10,000. Hours used for the purpose of producing earnings reported as productively invested income shall not be duplicated as hours of credit to meet the minimum requirements for the degree.
- Have a record of outstanding leadership abilities and community involvement and have achieved a high school scholastic record of "C" or better as certified by the principal or superintendent.
- Have participated in at least 50 hours of community service within at least three different community service activities. These hours cannot be duplicated as paid or unpaid SAE hours and should be done to benefit someone other than the FFA chapter.
- Submit a written application with signatures of the chapter advisor, superintendent or principal, and state advisor or state executive director, certifying the accuracy of all statements in the application and that the applicant conducted him/herself/themself in a manner to be a credit to the organization, chapter, and community.

MINNESOTA EVALUATION
In Minnesota, FFA members will verify their degree application in interviews that take place on the state level. The purpose of this issue is to identify potential issues or opportunities present within each student's individual application. Students are encouraged to have their records with them to assist them in explaining or correcting any questions about the application. Several interview days will be made available. These interviews are currently held virtually.

Minnesota American Star Candidate Selection Process:
All American Degree Star Candidates will complete the American Degree Interview with Minnesota FFA State Staff and/or their designated review team. Following the initial interview, the staff/reviewers will select up to four finalists in each Star Category (Farmer, Production Placement, Agribusiness, Agriscience). These members will be asked to complete the American Degree Star Battery and do a follow up interview with a committee if they are interested in becoming the Minnesota American Star Candidate. The finalist committee will select the American Star Candidates to represent Minnesota based on their American Degree Application, including the Star Battery, and the final interview.

NATIONAL FFA EVALUATION & PRESENTATION
The American FFA Degree is presented by the National FFA Organization. Each application will be evaluated at the national level after it has been approved on the state level and it must meet their definition of an agricultural experience. It is possible that the organization may request additional information or corrections prior to confirmation of the degree or that they may indicate a project approved on the state level does not adhere close enough to their definition of a SAE to receive the degree. Confirmation of National FFA approval of degrees comes from National FFA after their summer board meeting – typically late July or early August. The American FFA Degree is awarded onstage during the National FFA Convention. Degree recipients are traditionally awarded a complimentary ticket to the American Degree Ceremony on the Saturday of Convention. They are presented a certificate and a degree charm. It is not possible for individuals or state associations to order replacement degree certificates or charms – but they may be requested from the National FFA Organization.

Minnesota FFA: Supervised Agricultural Experiences

4.3 Region and State Stars

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Annually, Minnesota FFA recognizes State Degree recipients with the most outstanding projects in four primary areas of agricultural skill development. Each region can identify and nominate one student in each area as Region Stars. These stars are then evaluated, ranked, and recognized at the FFA State Convention. Award areas in Minnesota FFA are:

- **Star in AFNR Sciences:** Students that may be considered as a Star in AFNR Sciences have projects related to an enterprise that is identified as related to Natural Resources, Environmental Science, science-based directed lab, or research/experimentation. SAE earnings may be from placement or entrepreneurship enterprises.
- **Star in Agribusiness:** Students that may be considered as a Star in Agribusiness have projects with earnings related to an enterprise that is identified as an agribusiness and is considered a non-production agricultural enterprise. Businesses of this type typically transport, process, service, sell, or add value to an agricultural or natural resources commodity. SAE earnings may be from placement or entrepreneurship enterprises.
- **Star in Production Placement:** Students that may be considered as a Star in Production Placement have projects with earnings from production agriculture placement (e.g., crop, livestock, or poultry) and are found on the placement and exploratory enterprise page of the Minnesota FFA Degree application. Earnings found on income and expense enterprise page should not be considered as part of the selection of the Star in Production Placement.
- **Star Farmer:** Students that may be considered as a Star Farmer have projects with earnings from entrepreneurship production agriculture (e.g., crop, livestock, poultry) and are found on the income and expense enterprise page/tab of the Minnesota FFA Degree application. Earnings found on the placement and exploratory enterprise page should not be considered as a part of the selection of the Star Farmer.

REGION & STATE SELECTION
Upon application for the FFA State Degree, all students within a region will interview with a committee at the region level. These adults will verify that minimum requirements have been met and will identify up to one student in each area as regional star candidates. Region identification and selection of Region Stars in each area is managed at the region level by the Region Advisor, the Region SAE Committee Representative, and/or the Region Adult Board Member. If a candidate is from the chapter of the Region Advisor or Adult Board Member, an unbiased person should be selected. Details are available in the State Degree Handbook.

Once submitted to the State Association (due by the third Friday in February), FFA staff will schedule interviews of each of the candidates in mid to late March which will identify, within each award area, up to 4 region stars, up to 4 state star finalists and 1 overall state winner. Staff will share tentative dates for interviews and will try to schedule around known conflicts but cannot guarantee accommodation of conflicts with multiple volunteer evaluators and up to 32 star finalists to evaluate.

INTERVIEWS
Each star finalist will be interviewed by a committee of agriculture and agricultural education leaders. Students will be asked to showcase their SAE while answering questions from the committee members through a virtual interview of regional finalists with a presentation. State finalists will be interviewed virtually as well and this interview will include a virtual video tour.

If a student is not available to interview during the selected week, FFA will make efforts to be flexible with scheduling. State staff will publicize the dates of the Regional Finalist Star Interviews to teachers and then to interview finalists as early as possible to help prevent conflicts. It is not guaranteed that the state will be able to coordinate the interview committee to meet outside of the scheduled Star Interviews. Chapter advisors will be made aware of whether students are region or state stars - but the state winner will not be released until the FFA State Convention.

Scoring for the state star candidates will utilize the following criteria. Star battery applications will use the corresponding rubric for their star area. This will account for 75% of the overall candidate score. The initial state interviews, utilizing a rubric, will account for 25% of the overall score. Up to 4 state star finalists will be selected based on the overall candidate score. The finalists' initial interview score will be nulled. The final state interview, utilizing a rubric, will account for 25% of the overall score.

4.3 Region and State Stars (continued)

RECOGNITION
All region and star finalists are recognized onstage at the FFA State Convention. Region and State Finalists all receive plaques from the State. Parents, advisors, administrators, and employers are welcome to attend the State Convention to celebrate their finalists – the state will coordinate reserved seating for a designated number of guests for each of these students.

Minnesota FFA: Supervised Agricultural Experiences

4.4 SAE Awards

Board Approval Date: March 18, 2023
Revision Date: July 7, 2026

SAE Awards recognize student achievement within SAE. This recognition is designed to incentivize SAE, not to serve as the purpose for SAE. While not all students may develop a project that earns state or national recognition, all students can benefit from developing the ability to reflect upon and effectively communicate the skill development and intentional growth that has come through their individual SAE. The SAE Award program provides a competitive aspect to a fundamentally individual component of FFA. It encourages students to compete with themselves from year to year and uses peer success to model excellence that motivates personal improvement.

CATEGORY
Minnesota FFA participates with the category designations issued annually by the National FFA Organization. National FFA offers 101 categories each year, but the number may grow or shrink based upon available funding. Participants in the SAE Awards program should review the award area descriptions each year. Individuals are responsible for choosing an award area in which their project fits. Projects that do not fit an award area may risk disqualification.

MINIMUM REQUIREMENTS
The SAE award program is designed to recognize growth over time, but it is possible to apply for recognition prior to the end of an FFA career. Students who meet only two basic requirements are eligible to apply and be recognized as state winners.

1. Have a record of being an active FFA member at the local, state and national level.
2. Have a minimum of 12 full months of SAE hours/earnings/etc. recorded in the application. A minimum of 24 full months of SAE hours/earning/etc. are required to advance to National FFA competition.
3. Be a high school student for all or part of the last year of the application. Members can also apply for SAE Awards one year after they have graduated high school. For example, a college freshman would have graduated high school the prior year and would still be eligible to submit an application.

REGION REVIEW AND TIMELINES
All SAE recognition begins at the region level. Applications must be submitted to the region for review by the regionally determined deadlines. Regions will review each application and rank them. Regions then submit up to the top three applications in each category and the region ranking to the state by the third Friday in February for coordination of the state evaluation.

Regions will submit information listing all applications by award area, ranking them numerically. State staff will work to confirm all applications were received, and, if necessary, reach out to advisors of missing applications prior to the state level evaluation. Students can only win one SAE award at the state level each year – therefore students advancing as region winners in more than one SAE area must also submit a SAE award preference form indicating their preference for which category they prefer, should they win multiple areas at the state level.

4.4 SAE Awards (continued)

STATE REVIEW AND RECOGNITION
A committee of advisors from all regions will gather to review SAE awards after they have been reviewed and ranked on the region level. Each application is evaluated according to the National FFA provided rubrics by multiple teachers from several regions. Advisors will score applications and the judging computer system will rank them. Top ranked applications are again reviewed by a separate committee of FFA advisors. State evaluators will not break the rank established by the region level – if a student's application is top ranked in the state but they are ranked second place in the region, they will not be eligible to be recognized above the higher ranked application from their region. FFA State Staff compile results and adjust results if a student is determined the state winner in multiple categories using the SAE Award Preference Form. SAE awards ranked first, second, or third at the state level will be recognized onstage at the state convention and will receive an award.

If the candidate opposes the action of the state committee at the state level, individuals may file an appeal to the MAAE SAE Committee. Appeals must be filed no later than the third Friday of March of the application year. The SAE committee will then decide on the appeal.

ADVANCEMENT
The top ranked application at the state level will have the chance to be forwarded to National FFA for consideration in the national selection process. Students will have a chance to revise their application between state evaluation and submission on the national level. State staff and SAE committee members can provide feedback to help students and teachers submit the strongest applications possible. Applications are due to State Staff by June 15.

National FFA reviews SAE award applications from each state with a committee of agricultural education professionals from across the nation. Applications are evaluated and earn rankings of Gold, Silver, Bronze, or Participant if they meet the requirements of the award area. Applications may still be disqualified if the committee at National FFA identifies inaccuracies in the application (pages put together from separate application versions, information from ineligible years of membership included on the application, concerns of application integrity), or if they determine the application does not fit the award area closely. It is important that students and advisors review the application to assure all rules and requirements are met prior to submitting the application to the national level. This evaluation process will identify four National Finalist applications out of all applications in the nation to move forward to an interview.

If students are selected as National FFA SAE Award Finalists, SAE leaders in Minnesota FFA may provide support to help students prepare for the next level of competition. National Finalists will interview at the National FFA Convention or online as the final step to the evaluation. They will be recognized onstage during the National FFA Convention where the winner will be announced.

Minnesota advisors may have the opportunity to help review SAE award applications on the national level upon request. This is an excellent opportunity to help teachers grow in perspective and confidence. Teachers interested in volunteering for opportunities during the summer or at the National FFA Convention should reach out to state staff to make their interest known for future opportunities.

4.5 Agriscience Fair

Board Approval Date: March 18, 2023
Revision Date: July 7, 2026

4.5 Agriscience Fair
The Roland Peterson Science Fair is held each spring in conjunction with the University of Minnesota - Saint Paul. While this event is not hosted by the Minnesota FFA Association, the Association accepts the results from this event to determine which student projects will advance to the National FFA event. In order to be considered for recognition as the FFA representative, all students contributing to the project must be dues-paid FFA members prior to competition and members of an agricultural education program. The project must also fit within one of FFA's AgriScience Fair categories both in terms of participant age/grade level and category description. If a project does not meet the category description or is deemed as non-agricultural, participants may be disqualified from competing on the national level. At the FFA State Convention, Minnesota FFA winners of the AgriScience Fair will be recognized on stage. In each award category, up to the top three individuals or teams will be recognized.

Minnesota FFA: Student Awards and Recognition

5.1 Chapter Awards

Board Approval Date: March 18, 2023
Revision Date: November 15, 2025

As part of the FFA State Convention, Minnesota FFA will provide recognition for chapter level accomplishments. Current recognition areas are outlined below.

AGRICULTURAL LITERACY
As a result of a previous state officer team initiative, chapters are recognized for efforts to educate the public about agriculture. Chapters submit information about projects online. Chapters with information submitted by the deadline will be recognized with a certificate at the FFA State Convention. The top three chapters will be recognized onstage at the convention and will receive a plaque.

LAND OF SERVICE
As a result of a previous state officer team initiative, chapters are recognized for hours and efforts made to serve their communities. Chapters submit information about these projects online. Chapters with information submitted by the deadline will be recognized with a certificate at the FFA State Convention. The top three chapters will be recognized onstage at the convention and will receive a plaque.

NATIONAL CHAPTER AWARDS
Chapters earn recognition for their well-rounded, local Program of Activities through the National Chapter Award. Students apply with a two-step process – first evaluating their chapter on a list of fundamental chapter components and then describing the strongest activities the chapter runs in each of the quality standard areas. More details about the application process can be found at www.ffa.org. Applications are reviewed by a committee in mid-March. Top applications will advance to national evaluation based upon the number of active, dues-paid chapters in Minnesota for that membership year.

In addition to recognizing top chapters, the state level also recognizes the top chapters with innovative activities in each of the three divisions: growing leaders, building communities, and strengthening agriculture. The Models of Innovation program identifies unique and successful activities that are part of submitted National Chapter Award applications. These exceptional activities are later evaluated on their own merit at the FFA State Convention.

National Chapter Award applicants not ranked in the top 10% of the number of Minnesota chapters (e.g., 10% of 200, 19-20 applications) will receive a certificate. First year applicants in the top chapters (known as gold ranked) will receive a plaque from the National FFA Organization. All gold ranked chapters will receive a spur for their plaque on a yearly basis. Minnesota's top ten chapters will receive an additional plaque as recognition. Models of Innovation winners and National Chapter Award gold ranked chapters will all be recognized onstage at the FFA State Convention.

PREMIER CHAPTER
Ten high school chapters will be identified as Gold-Ranking Top Ten chapters. These chapters exhibit exemplary qualities in all categories of growing leaders, building communities, and strengthening agriculture. An overall state winner will be chosen out of the gold ranking chapters as the overall Premier Chapter.

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Minnesota FFA: Student Awards and Recognition

5.2 Scholarships

Board Approval Date: March 18, 2023
Revision Date: November 15, 2025

National FFA and Minnesota FFA coordinate scholarship opportunities for FFA members in good standing. Minnesota FFA Staff will help to publicize and distribute information about scholarship applications. Local chapters are responsible for adding members to the roster and paying for their membership prior to the scholarship application deadlines to qualify for awards. State staff will work to process membership and support advisors in adding students to meet any necessary deadlines.

NATIONAL FFA SCHOLARSHIPS
The National FFA Scholarship Program is run by the National FFA Organization and funded by contributions from FFA sponsors and partners. The application is electronic through ffa.org but requires the submission of a printed and signed signature page. In order to access the application, students must be added to their chapter roster for that membership year and have access to their ffa.org account. Usernames and passwords are available through the advisor's roster on ffa.org.

Questions about the application itself can be made to scholarships@ffa.org – but advisors are encouraged to have students begin the application process long before the February deadlines.

While students will have access to apply for scholarships as soon as they are on the chapter roster, they are only eligible to win a scholarship if their membership has been submitted to the state and national level. This requires local advisors to be mindful of the students on their roster – particularly with students who have already graduated. Students who are selected as scholarship recipients who are found not to be active members may be disqualified.

MINNESOTA FFA FOUNDATION SCHOLARSHIPS
The Minnesota FFA Foundation works to secure and manage funds that can be distributed for educational scholarships to FFA members and AFNR education students. Foundation staff will oversee the distribution of information, the evaluation process and committees of volunteer evaluators. Information about FFA Foundation scholarships will be distributed directly to FFA advisors through the Aginstructors listserv.

PROGRAM SCHOLARSHIPS
Annually, the FFA Association works with various groups (Minnesota FFA Alumni, Minnesota FFA Foundation, Minnesota Foundation for Student Organizations) to distribute information about and, occasionally, coordinate scholarship programs for students to attend FFA summer conferences. While these programs are not guaranteed from year to year and Minnesota FFA does not oversee or mandate the selection processes, the Association works with these groups to accept scholarship funds and credit them to students. The Association will work with scholarship providers to support timelines that allow students and apply scholarships prior to registering for conferences or submitting payment for the events themselves so as to reduce administrative and accounting redundancies.

FFA association staff do not oversee or guarantee any scholarship programs but will work, within reason, to support requests for membership information to determine eligibility.

Minnesota FFA: Student Awards and Recognition

5.3 Supervised Agricultural Experience Awards

Board Approval Date: March 18, 2023
Revision Date: November 15, 2025

Minnesota FFA SAE Awards are governed by policies 4.2 to 4.4 of this handbook.

Minnesota FFA: Student Awards and Recognition

5.4 D.K. Baldwin Award

Board Approval Date: March 18, 2023
Revision Date: November 15, 2025

The D.K. Baldwin Award is presented at the Minnesota State Fair to a single student each year in recognition of contributions over time to the State Fair FFA Show that demonstrate integrity, character, cooperation, courtesy, commitment and competence. Applications are due to the FFA State Fair Superintendent by noon on Sunday during FFA Weekend of the State Fair. The winner is determined from received applications, and selections are made by the State Fair Show FFA Superintendent and Assistant Specie Superintendents. Student recipients are recognized on Labor Day at the Parade of Champions and Award Program.

Minnesota FFA: Adult Recognition

6.1 Honorary State Degrees

Board Approval Date: March 18, 2023
Revision Date: November 15, 2025

The Honorary State Degree is awarded to adults who have made significant contributions to the FFA State Association over time. The Association only awards a limited number of degrees each year. Recipients are recognized at the FFA State Convention and are invited to attend the Monday Night session at the State FFA Convention where they will be celebrated onstage. Honorary State Degree recipients will receive complimentary access to that evening's session for themselves and a limited number of guests.

ELIGIBILITY
Honorary Degree nominees should be individuals with a record of accomplishment and service to FFA over time. Regions are eligible to nominate a single teacher each year. Parents/Guardians of winning State Star recipients and FFA State Officers will be recognized with the Honorary Degree in honor of their contributions to agricultural leadership through their children. State and community leaders who have contributed significantly can be nominated by contacting a member of state staff.

SELECTION PROCESS
State Staff maintain a database of current and former nominees and work with the members of the State Officer Team and representatives to the Adult Board to evaluate and select recipients.

Minnesota FFA: Adult Recognition

6.2 Honorary American Degrees

Board Approval Date: March 18, 2023
Revision Date: November 15, 2025

The Honorary American Degree is the highest degree of recognition an individual can earn through the FFA. With the exception of very few lifetime achievement awards, the Honorary American Degree is the best way for the State Association to recognize individuals who have contributed at and beyond the state level.

While the Honorary American Degree is a distinguished form of recognition, it does not need to be an end of career award.

ELIGIBILITY
There are two categories of recognition with the Honorary American Degree – Teacher and General. General recognition requires an individual has a record of achievements and contributions to FFA and agricultural education at the state level and beyond. Teacher recognition requires an advisor to have spent at least ten years in the classroom and have at least 85% of their agriculture students enrolled as FFA members.

APPLICATION PROCESS
There is a specific application process to nominate individuals for the Honorary American Degree that must be completed and submitted by a member of state staff. Individuals wishing to recommend someone as one of Minnesota's five general nominations should reach out to state staff to support their application.

Minnesota FFA Association staff manage the application process in cooperation with nominations from stakeholders and teachers. Applications are generally submitted in late May for National FFA consideration.

Minnesota FFA: Adult Recognition

6.3 Distinguished Service Citations & VIP Award Recognition

Board Approval Date: March 18, 2023
Revision Date: November 15, 2025

ELIGIBILITY
The Distinguished Service Citation honors organizations, agencies, businesses, or other groups who have made outstanding contributions to FFA and agricultural education. The VIP citation honors individuals who have dedicated many years of service to FFA and agricultural education. These are "capstone" type recognitions and are not awarded on an annual basis.

APPLICATION PROCESS
FFA State Associations can nominate businesses, organizations, or individuals for recognition with these awards. Individuals desiring to recommend an individual or organization for this type of recognition on the state or national level should contact FFA State Staff to confirm eligibility and begin the nomination process.

Minnesota FFA: Adult Recognition

6.4 Alumni and Supporter Recognition

Board Approval Date: March 18, 2023
Revision Date: November 15, 2025

The Minnesota FFA Alumni Association works to recognize individuals for their contributions to the state association and local chapters. They offer multiple award areas and recognize alumni at their annual conference and at the annual State FFA Convention at the Alumni and Supporters Recognition. Award areas include:

- Outstanding FFA Alumni Member: Recognizes an individual FFA alumni member for their contributions to local and/or state levels.
- Outstanding FFA Alumni Affiliate: Recognizes alumni chapters that plan innovate programming and promote agriculture, food, and natural resource education and the FFA.
- Outstanding Young FFA Alumni Member: Recognizes young FFA alumni members for their early contributions on the local and/or state levels.
- Outstanding FFA Alumni Coaching Award: Recognizes an individual FFA alumni member and the FFA alumni chapter that have assisted or coached their FFA chapter with Career and/or Leadership Development Events at local, regional, state, national and invitational events.
- Minnesota FFA Hall of Fame: A collaborative effort between the FFA Association, FFA Alumni and Supporters, and FFA Foundation, the Minnesota FFA Hall of Fame recognizes individuals who have been influential and supportive of Minnesota FFA and who have demonstrated a high level of service and longstanding commitment to agriculture, agribusiness, and/or education in agriculture. Note: recipients do not need to be official FFA Alumni members.
- Day-Frederick Award: Recognizes an individual who has dedicated a lifetime of service to the FFA and the FFA alumni.

ELIGIBILITY
With the exception of the Hall of Fame and the Day-Frederick Award, individuals must be official members of the FFA Alumni and Supporters.

APPLICATION PROCESS
Applications for all awards are available through the Minnesota FFA Alumni and Supporters website.

Minnesota FFA: State Convention

7.1 Dates and Planning

Board Approval Date: March 18, 2023
Revision Date: July 7, 2026

DATES AND LOCATION
The Minnesota FFA Convention takes place in the month of April. Dates have traditionally been the third Sunday to Tuesday of the month but vary by year because of Easter. FFA negotiates exact dates with each contract series. The FFA State Association will set dates as far in advance as possible.

Confirmed Future Convention Dates and Locations:

- April 18-20, 2027 – University of Minnesota Twin Cities Campus, Saint Paul, MN
- April 30-May 2, 2028 – University of Minnesota Twin Cities Campus, Saint Paul, MN
- April 22-24, 2029 – University of Minnesota Twin Cities Campus, Saint Paul, MN
- April 28-30, 2030 – University of Minnesota Twin Cities Campus, Saint Paul, MN

PLANNING
A large committee representing stakeholder organizations (teachers, alumni, foundation), partners, FFA student officers, and staff coordinates planning for the FFA State Convention. The committee meets monthly between January and April and often works individually to plan pieces of that year's convention.

FFA State Staff works with each of the stakeholder and partner groups to coordinate facility and logistic needs and to manage the overall budget to set fees and sponsorship needs. Staff also works on behalf of the Association to identify and secure contracts for vendors or facilities that are in the best interest of the convention and the organization. Staff conduct long-term planning in multi-year increments. Minnesota FFA plans convention dates, venues, and major changes several years in advance to be able to provide as much advance notice as possible to local teachers.

Minnesota FFA: State Convention

7.2 Registration Fees

Board Approval Date: March 18, 2023
Revision Date: February 21, 2026

DESCRIPTION
Every chapter is required to register with a chapter registration fee and then to register individual student participants with student participation fees. These fees cover the overall cost of the convention. Starting in 2025, Convention fees are $600 for chapter registration and $50 per participating student. Chapters with all advisors whothat are active members of the Minnesota Association of Agriculture Educators (MAAE) receive a $400 discount on their registration.

The FFA Boards of Directors and delegates at an FFA State Convention set an annual budget, including a suggested registration fee. If Minnesota FFA anticipates a cost increase, staff will work with MAAE and other communication methods to make teachers aware as early as possible.

DETAILS ON MAAE DISCOUNT FOR CDE AND LDE STATE FINALS
MAAE manages and assists in the operation of CDE and LDE State Finals, held during the FFA State Convention. As MAAE directs the rules and provides staff for the events during the Convention, including supplies, scoring, and operation of the programs, FFA can defer considerable costs to deliver these programs. Schools with teachers who are members of MAAE receive a discount for convention registration. Instructors should direct questions about MAAE membership or the convention discount to MAAE.

CHAPERONES AND SUPERVISION
Minnesota FFA does not coordinate supervision for this event. Students are under the supervision of their local FFA advisor during this event. Each FFA chapter must document all advisors, chaperones, and guests on state convention registration for reporting and security. See 7.5 for details on student-to-teacher ratio.

Minnesota FFA: State Convention

7.3 Career Development Event Participation

Board Approval Date: March 18, 2023
Revision Date: February 21, 2026

Participation in State Convention Career Development Events is governed by the policies in section 3 of the policy book. All CDE policies are set by and shared from the MAAE CDE Committee developed CDE policies.

In order to participate in CDEs at the state level all students on any teams must be FFA members no later than April 1. Chapters may not be able to add students for participation after the April 1 deadline. Chapters without initial payment received by April 1 may not be able to participate at the State Convention.

Minnesota FFA: State Convention

7.4 Band/Chorus/Talent

Board Approval Date: March 18, 2023
Revision Date: February 21, 2026

DESCRIPTION
Students can apply or audition to participate in Band, Chorus and Talent at the state level. Each of these programs is offered at the national level but participation at the state level does not guarantee the ability to participate at the national level. Information about expectations for each program is listed below:

BAND
Students interested in participating in the FFA State Band must be available during the Sunday and Monday afternoons of convention for rehearsal and performance. The band performs prior to the Monday evening and Tuesday afternoon sessions. Students complete an online application but there is no requirement for an audition.

Selected students must register with a participation fee ($30 starting in 2024) that covers the cost of the director, facilities and meals on Monday evening and Tuesday lunch. Participants are required to wear official dress, print their own music and bring their own instrument and music stand. An exception is made for large percussion instruments which will be provided on site as indicated by the band director.

CHORUS
Students interested in participating in the FFA State Chorus must be available during the Sunday and Monday afternoons of convention for rehearsal and performance. The chorus performs prior to the Monday evening and Tuesday afternoon sessions and during the Monday awards night program. Students complete an online application but there is no requirement for an audition.

Selected students must register with a participation fee ($30 starting in 2024) that covers the cost of the director, facilities and meals on Monday evening and Tuesday lunch. Participants are required to wear official dress and download their own music prior to the convention.

TALENT
Talent participants compete at the regional level to earn the opportunity to compete and perform at the FFA State Convention. Deadlines and competition information for the regional competition must be accessed at the regional level. Each region can send two competitors to the FFA State Convention. All talent representatives audition on Sunday afternoon and up to six will be selected to perform onstage throughout the convention. Attire and content of talent performances must be stage appropriate, and students are not allowed to make changes between their audition and their onstage performance.

NATIONAL LEVEL OPPORTUNITIES
National FFA manages band, chorus, and talent opportunities for students across the country to perform at the National FFA Convention in October. Students interested in participating must complete an online application that includes an application fee and the submission of an audition video or recording in late spring/early summer. If students are selected to participate in band/chorus or talent, they are expected to travel to Indianapolis several days before the start of convention for rehearsal. Participants are responsible for any costs, supervision or travel arrangements on their own. The FFA State Office will provide information to advisors with selected students so they can choose to coordinate or share transportation or supervision. National FFA is the best resource for information about National FFA Band, Chorus, or Talent programs.

Minnesota FFA: State Convention

7.5 Chaperones/Supervision

Board Approval Date: March 18, 2023
Revision Date: February 21, 2026

DESCRIPTION
Minnesota FFA provides support staff and volunteers to run components of the convention, but these adults do not provide supervision to local FFA members. Chapter advisors are responsible for assuring all student participants from their school are adequately supervised by qualified chaperones. At least one licensed AFNR instructor/FFA advisor must supervise students from their school at FFA State Convention. Chapter advisors are responsible for meeting both the requirements of supervision by the host facility and the requirements set forth by their local school district. Minnesota FFA does not require schools to submit chaperone qualifications to the state, but districts must submit registration information for all advisors, adults, and guests with their convention registration.

RATIO
The University of Minnesota recommends various supervision ratios that vary based on student age. For students in grade nine or prior, the University recommends one chaperone for every ten students; for older students, recommended ratios are one to twelve. Advisors should consider additional unique circumstances that may impact their needs for supervision such as off-site responsibilities, student travel needs, and general student readiness. Individual venue supervision requirements do not supersede expectations from local school districts or state school officials.

Minnesota FFA: State Convention

7.6 Photography/Media

Board Approval Date: March 18, 2023
Revision Date: February 21, 2026

AWARD WINNERS/CANDIDATES
Minnesota FFA employs a team of professional and volunteer photographers and media staff throughout the convention. The association works to capture photos and to publish results and media as quickly as possible. Students who participate in career development events, awards programs or selection processes will have their photo and name used to share results. Photos will be available for student/chapter use as quickly as possible after the close of convention. Students/advisors can use these photos for personal use or with local media outlets crediting the source of the photo.

GENERAL PHOTO USE
Members and guests attending the State Convention may be photographed during the proceedings of the convention. By attending the convention, participants acknowledge their presence in a public event and recognize their consent to be photographed or broadcast.

WITHDRAWAL OF CONSENT
Participants who desire to remove their consent to be photographed must work directly with the FFA State Office to identify ways in which they can participate with the convention and avoid intentional or accidental use of their image. Requests should be made with the state office no later than two weeks prior to the start of the convention. Chapter advisors must communicate any necessary accommodations on behalf of any individuals traveling with their school to the state.

Minnesota FFA: State Convention

7.7 Waiver of Liability

Board Approval Date: March 18, 2023
Revision Date: February 21, 2026

The Minnesota FFA State Convention is operated as an opportunity for chapters to participate in as school groups. Students who are participating in the convention do so as a member of their school and are supervised and coordinated by the local level advisor. While the association maintains liability for facilities and the event, local school districts maintain primary liability for all students during their travel to and participation in the Minnesota FFA State Convention.

Students and adults participate in all FFA events with the understanding that the most current health and safety recommendations will be implemented by the Minnesota FFA and that they are aware of and accept the reasonable risk associated with participating.

Minnesota FFA: State & National Level Leadership Opportunities and Events

8.1 General Registration and Payment

Board Approval Date: March 18, 2023
Revision Date: February 21, 2026

ELIGIBILITY
Minnesota FFA leadership opportunities and events are for members of FFA only, unless otherwise indicated. Advisors are responsible for assuring students are eligible to participate in FFA both as members in good standing of the state association and as students in good standing at their local school.

A student's eligibility to participate in conferences or events is dependent upon their adherence to the FFA Code of Conduct and any individual rules for the specific event. Should a student violate rules or regulations, both the state and chapter may send the student home at their own expense for their safety or the assurance of the experience for other participants.

REGISTRATION ONLINE
Registration for Minnesota FFA events takes place via online registration platforms. Registration is on a "first-come, first-served" basis and advisors are responsible for registering in a timely manner to assure their spot at the conference. Registration is not complete for any program or event until the FFA State Office has received both the online registration and payment. Even if a student has received a scholarship to participate through one of Minnesota FFA's partner organizations (e.g., the FFA Foundation or the FFA Alumni and Supporters), their participation is not guaranteed unless they have submitted both payment and an online registration form. Students who do not register online before all the conference sells out may be added to a waiting list. If a scholarship recipient does not register for the conference before it is full, their scholarship may be reallocated to a student who has a guaranteed spot at the event through their timely registration.

SUBMITTING PAYMENT
Instructors must submit conference registration payments by the individual event registration date, unless otherwise indicated by the registration system. Schools should submit payment via check with an enclosed invoice or with student and chapter names in the memo line. Schools should mail all payments to the FFA State Office as listed at the start of the Policy Book; FFA staff do not accept payment on site at events. Cash is not accepted as payment.

CANCELLATIONS/REIMBURSEMENTS
Minnesota FFA does not allow cancellations or offer refunds on registrations. If a student registers for an event and is unable to attend, we encourage instructors to sell their spot to another school or find another student to fill that spot and check with staff that the substitution will work for rooming situations. Students who are "no shows" will not receive a reimbursement. Schools with cancellations due to extreme or extenuating circumstances may petition the FFA Board of Directors for special consideration.

Minnesota FFA: State and National Level Leadership Opportunities and Events

8.2 Washington Leadership Conference (WLC)

Board Approval Date: March 18, 2023
Revision Date: February 21, 2026

RECOMMENDED AUDIENCE
The Washington Leadership Conference is a capstone experience for FFA members and as such it is recommended for students in the summer between junior and senior year.

DESCRIPTION
WLC is a five-day conference in Washington, DC. The conference provides opportunities to meet members from across the country, to schedule appointments with national level representatives, and to explore concepts about leadership, relationships, and service. The conference balances general leadership with DC experiences including Arlington, National Monuments, museums, and the Capitol.

REGISTRATION, SCHOLARSHIPS, AND PAYMENT
Chapters can register their own students for the Washington Leadership Conference. Registration and conference information is available at www.ffa.org.

Registration fees for the conference itself can be found at: https://www.ffa.org/conference/washington-leadership-conference-wlc/.

Students traveling to Washington Leadership Conference can apply for scholarships in various amounts through the FFA Foundation. Students who earn scholarships are responsible for paying the difference between their scholarship and the total fee owed.

Students who register as individuals cannot register until after February 1. Payment and registration deadlines will vary based upon the National FFA requirements for that week.

Minnesota FFA: State Level Leadership Opportunities and Events

8.3 State Greenhand Leadership Conference (SGLC)

Board Approval Date: March 18, 2023
Revision Date: February 21, 2026

RECOMMENDED AUDIENCE
SGLC is designed for Greenhand – or first year – FFA members. The recommended audience is students entering grades eight or nine, but occasionally students entering grade 10 may also attend the conference.

DESCRIPTION
SGLC focuses on the development of qualities for self-leadership, introduction to FFA's opportunities and traditions and establishing relationships. SGLC is a four-day, three-night experience that is offered each summer and the content is the same from year to year. No transportation is provided to or from the conference, but some regions coordinate regional bussing on their own. SGLC is traditionally held at Deep Portage Nature Reserve in Hackensack, MN. Students receive 9 meals, three nights lodging, overnight supervision, conference workbooks, and conference materials as part of their registration fees.

REGISTRATION, SCHOLARSHIPS, AND PAYMENT
See 8.1 General Registration and Payment.

FFA Advisors must register students online for SGLC. Once registered, advisors will receive a confirmation email including reminders about payment and links to required waivers/paperwork. Students should submit online waivers one week prior to the conference state date.

Information about scholarships to attend summer conferences is available through the AGInstructors listserv. Students receiving scholarships must submit the balance of their registration prior to the state of the conference.

CANCELLATIONS/REIMBURSEMENTS
See 8.1 General Registration and Payment.

CHAPERONES AND SUPERVISION
Minnesota FFA will coordinate supervision for this event. Adult chaperones will not pay fees for lodging, meals, or registration costs, and may receive a stipend for their time and efforts. Adult chaperones are AFNR educators with a valid teaching license, but FFA may also use agricultural education teacher candidates or other industry professionals for additional support.

Minnesota FFA: State Level Leadership Opportunities and Events

8.4 State Leadership Conference for Chapter Leaders (SLCCL)

Board Approval Date: March 18, 2023
Revision Date: February 21, 2026

RECOMMENDED AUDIENCE
SLCCL is designed for FFA members serving in positions of leadership or acting as identified chapter leaders. The recommended audience is students entering grades ten to twelve, but occasionally students entering grade nine may also attend the conference.

DESCRIPTION
SLCCL focuses on the development of qualities for leading others and specifically focuses on identifying skills or practices for strengthening local FFA chapters. The SLCCL is a four-day, three-night experience.. No transportation is provided to or from the conference, but some regions coordinate regional bussing on their own. SLCCL is traditionally held at Deep Portage Nature Reserve in Hackensack, MN. Students receive nine meals, three nights lodging, overnight supervision, and conference materials and instruction as part of their registration fee.

8.4 SLCCL (continued)

REGISTRATION, SCHOLARSHIPS, AND PAYMENT
See 8.1 General Registration and Payment.

FFA Advisors must register students online for SLCCL. Once registered, advisors will receive a confirmation email including reminders about payment and links to required waivers/paperwork. Students should submit online waivers one week prior to the conference state date.

Information about scholarships to attend summer conferences is available through the AGInstructors listserv. Students receiving scholarships must submit the balance of their registration prior to the state of the conference.

CANCELLATIONS/REIMBURSEMENTS
See 8.1 General Registration and Payment.

CHAPERONES AND SUPERVISION
Minnesota FFA will coordinate supervision for this event. Adult chaperones will not pay fees for lodging, meals, or registration costs, and may receive a stipend for their time and efforts. Adult chaperones are AFNR educators with a valid teaching license, but FFA may also use agricultural education teacher candidates or other industry professionals for additional support.

Minnesota FFA: State Level Leadership Opportunities and Events

8.5 Habits to Own (H20)

Board Approval Date: March 18, 2023
Revision Date: February 21, 2026

RECOMMENDED AUDIENCE
H2O welcomes students from all experience levels but most participants are in grades 9-12.

DESCRIPTION
Habits to Own is a one-day conference offered cooperatively with ag teacher gatherings such as adult board meetings or awards evaluation days. H2O is a general leadership experience that is based upon developing basic leadership skills and perspectives. Students receive a text, workbook and lunch in addition to conference materials and instruction as part of their registration fee.

REGISTRATION, SCHOLARSHIPS, AND PAYMENT
See 8.1 General Registration and Payment.

FFA Advisors must register students online for H2O. Once registered, advisors will receive a confirmation email including reminders about payment and links to required waivers/paperwork. Students should submit online waivers one week prior to the conference start date.

There are currently no available scholarships for the H2O conference from the state level.

CANCELLATIONS/REIMBURSEMENTS
See 8.1 General Registration and Payment.

CHAPERONES AND SUPERVISION
Minnesota FFA does not coordinate supervision for this event. Students are under the supervision of their local FFA advisor during this event.

Minnesota FFA: State Level Leadership Opportunities and Events

8.6 Ag Policy Experience (APEX)

Board Approval Date: March 18, 2023
Revision Date: February 21, 2026

RECOMMENDED AUDIENCE
APEX is designed for older students with the ability to communicate passionately and professionally. Ideally, students will be in grades 11 and 12. Students should have an interest in advocacy, government, and policy. Students do not need to have previous experience in advocacy, government, or policy to be a fit for this program.

DESCRIPTION
APEX is a three-day, two-night experience designed to equip and empower students to tell their story and engage with the officials elected and appointed to represent them. It connects students with professionals working in government and provides a series of experiences centered on government, agricultural policy and networking. The conference schedule and content may differ every other year as the legislative session determines when certain opportunities are available, but it is not recommended that students attend APEX more than once. APEX may be run concurrently or separately from FFA Day at the Capitol. Four meals, a reception, two nights lodging, transportation and overnight supervision are provided along with conference content as part of the registration fee.

REGISTRATION, SCHOLARSHIPS, AND PAYMENT
See 8.1 General Registration and Payment.

FFA Advisors must register students online for APEX. Once registered, advisors will receive a confirmation email including reminders about payment and links to required waivers/paperwork. Students should submit online waivers one week prior to the conference start date.

There are no designated scholarships for APEX available from the state level at this time.

CANCELLATIONS/REIMBURSEMENTS
See 8.1 General Registration and Payment.

CHAPERONES AND SUPERVISION
Minnesota FFA will coordinate supervision for this event. Adult chaperones will not pay fees for lodging, meals, or registration costs, and may receive a stipend for their time and efforts. Adult chaperones are agriculture educators with a valid teaching license, but FFA may also use agricultural education teacher candidates or other industry professionals for additional support.

Minnesota FFA: State Level Leadership Opportunities and Events

8.7 Technology Empowered Careers (T.E.C.) Conference

Board Approval Date: February 21, 2026
Revision Date: _____

RECOMMENDED AUDIENCE
The T.E.C. Conference is available to students entering grades 10 -12 who want to sharpen their technical skills, explore cutting-edge innovations, and connect classroom learning with real-world opportunities. Whether interested in welding, wiring, programming, or problem-solving, the T.E.C. Conference will prepare students for success in the ag industry and beyond.

DESCRIPTION
The T.E.C. Conference is a three day, two night conference that focuses on providing students with hands-on experiences in Power, Structural, and Technical Systems. Students will travel to educational institutions, business and industry locations for activities, experiences, and tours.

REGISTRATION, SCHOLARSHIPS, AND PAYMENT
See 8.1 General Registration and Payment.

FFA Advisors must register students online for T.E.C. Conference. This conference is limited to 60 participants so a final list of participants chosen will be sent to advisors. Once registered, advisors will receive a confirmation email including reminders about payment and links to required waivers/paperwork. Students should arrive at the conference with waivers in hand.

There are no designated scholarships for T.E.C. Conference available from the state level at this time.

CANCELLATIONS/REIMBURSEMENTS
See 8.1 General Registration and Payment.

CHAPERONES AND SUPERVISION
Minnesota FFA will coordinate supervision for this event. Adult chaperones will not pay fees for lodging, meals, or registration costs, and may receive a stipend for their time and efforts. Adult chaperones are agriculture educators with a valid teaching license, but FFA may also use agricultural education teacher candidates or other industry professionals for additional support.

Minnesota FFA: State Level Leadership Opportunities and Events

8.8 FFA Chapter Visits

Board Approval Date: March 18, 2023
Revision Date: February 21, 2026

8.8A - OFFICIAL CHAPTER VISITS
FFA State Officers are scheduled to visit about 25% of the state's chapters each year for formal chapter visits. Minnesota FFA maintains a record of which chapters are scheduled for a formal visit and will initiate communication to schedule visits. To effectively steward resources, Minnesota FFA Officers will try to visit multiple programs on the same trip; Advisors may be asked to work within available dates to maximize travel while minimizing missed class and travel expenses.

During the first year a chapter is chartered, or when a chapter has an advisor in their first year of teaching, Minnesota FFA will work with the advisor to provide chapter visits. Each chapter in this qualification can request one chapter visit of their choosing during the year.

8.8 FFA Chapter Visits (continued)

Chapter visits serve local chapter needs. Advisors with specific requests for officer tasks are welcome to communicate that directly with assigned officers. Officers will also develop a few options of prepared workshop choices if an advisor is looking for some direction. During a year with an official chapter visit, a chapter does not need to pay for officer mileage to have them visit their school. Including officers in opportunities for meals can be an easy way to provide casual interaction with students and support officers who often have hectic travel schedules.

8.8B – UNOFFICIAL CHAPTER OR REGION VISITS
Chapters or regions are always able to request a state officer visit. Requests for visits should be made online and not through individual officers. Officers will be scheduled as they are available – but in the event an officer is not available, past officers or other FFA leaders may be available.

Officers are available for regional conferences, chapter visits or retreats, chapter banquets and more. Minnesota FFA frequently receives multiple requests for officers on the same date during busy seasons. In the event of a conflict, Minnesota FFA will work to provide officers to as many locations as possible – if a location requests multiple officers, Minnesota FFA may only be able to provide one officer to provide at least one officer to each location that requests one.

FINANCIAL RESPONSIBILITY
With the exception of rotational official chapter visits, chapters or regions are responsible for covering travel costs for visiting state officers. Chapter banquets, retreats, regional events and off-season school visits should plan to provide officers with travel expense reimbursement. FFA State Staff can provide guidance for possible reimbursement options as necessary.

Minnesota FFA: State Level Leadership Opportunities and Events

8.9 Region Officer Trainings

Board Approval Date: March 18, 2023
Revision Date: February 21, 2026

MN FFA officers a continuum of leadership trainings for Region Officers. None of the trainings are required by the state for regions or for individual region officers but they are provided as a resource to support the activities happening on the region level.

Region training options include:
ROLO (Region Officer Leadership Orientation) –
ROLO is a single-day training that can come into each region on a date of their choosing. It focuses on initial development of teams and establishing some primary skills for officers. Regions are responsible for coordinating dates, securing a training facility, and providing lunch. ROLO training should be completed before POWER.

POWER (Providing Officers With Essential Resources) –
POWER is a multiple day conference offered for all regional officers at the same time. Minnesota FFA coordinates lodging, meals, and programming for all officers. POWER includes a strong focus on facilitation skills, accountability, and team dynamics. Regions will bring all of their officers and their region advisor to the training with no cost. Regions are required to bring an advisor as a chaperone and as a guide for the officers throughout their planning and are responsible for coordinating travel. Region officers are not permitted to travel to the conference without their region.

Minnesota FFA: Regional and Local Activities

9.1 Local Activity Supervision/Governance

Board Approval Date: March 18, 2023
Revision Date: February 21, 2026

The state association has limited procedural oversight at local activities of FFA chapters. No local or regional policy or constitution can conflict with state or national policies; local activities must be in harmony with the ideal and purposes of the National FFA Organization. The state association does not plan or set fees for chapter level events but does work with local advisors to provide support or guidance. Decisions about chapter elections, regional events, event results, etc. are made at the local level in accordance with local rules and state policies about equity, access, and safety.

Questions about decisions made or actions taken at the chapter level should be made to the advisor at that level.

Minnesota FFA: Regional and Local Activities

9.2 State Officers at Region or Local Activities

Board Approval Date: March 18, 2023
Revision Date: February 21, 2026

The presence of State Officers at the region or local level is governed by the policy in section 8.8A and 8.8B.

State Officers are not allowed to travel on behalf of the state association without it being coordinated through the State FFA Association. Local advisors may request state officer support at chapter events from State FFA Staff. Staff will communicate any conflicts or needs for the visit with advisors to assure all liability and financial needs are met.

See policy in section 8.8A and 8.8B.

Minnesota FFA: Student Participation Expectations

10.1 Code of Ethics

Board Approval Date: February 27, 2021
Revision Date: February 21, 2026

FFA members will conduct themselves at all times in order to be a credit to their organization, chapter, school, and community by:

1. Develop personal potential for premier leadership, personal growth and career success.
2. Make a positive difference in the lives of others.
3. Dressing neatly and appropriately for the occasion.
4. Showing respect for the rights of others and their property
5. Being courteous, honest and fair with others.
6. Communicate in an appropriate, purposeful and positive manner.
7. Demonstrate good sportsmanship by being modest in winning and generous in defeat.
8. Make themselves aware of FFA programs and activities and be an active participant.
9. Conduct and value a supervised agricultural experience program
10. Strive to establish and enhance skills through agricultural education in order to enter a successful career.
11. Appreciate and promote diversity in the organization.

Minnesota FFA: Student Participation Expectations

10.2 FFA Official Dress

Board Approval Date: February 27, 2021
Revision Date: February 21, 2026

FFA Official Dress guidelines are established on the national level by the National FFA Organization and are the same for all levels of the organization. It is important that students learn and understand official dress requirements and that proper official dress is accessible and inclusive of all members. It is important to note that the official dress guidelines were revised in 2017 by the National FFA delegates. No student should be penalized for their choice to wear pants vs a skirt or religious attire as long as it aligns with the official guidelines.

Official Dress for an FFA member includes:

- An official FFA jacket zipped to the top.
- Black slacks and black socks/nylons or black skirt and black nylons.
- White collared blouse or white collared shirt.
- Official FFA tie or official FFA scarf.
- Black dress shoes with closed heel and toe.

Note: Official garb of recognized religions may be worn with official dress.

Minnesota FFA: Student Participation Expectations

10.3 Photo Policy and Release

Board Approval Date: February 27, 2021
Revision Date: February 21, 2026

When an FFA member or guest participates in an FFA conference, event or award program, their likeness may be used for publicity or recognition purposes. When guests attend public events such as the FFA State Convention, FFA asks that they acknowledge the public nature of those events and understands the potential for the use of their image in the background of photos or broadcasts. When students attend conferences, participate in competitions, or submit applications for award programs, they are asked to provide authorization for FFA's use of their image as appropriate.

"Publication and Promotional Release. I grant FFA permission to photograph and/or videotape me for possible appearance and inclusion in any of the FFA publications, promotional materials, on-air broadcasts or website or used in any other way that is deemed appropriate for FFA for education or for promotion of the State or National FFA. I release FFA of any liability, claims, demands, damages, actions and causes of actions arising from or connected in any way with the use of the photographs and/or video. I understand that I will receive no compensation for participation and that all photography and video resulting from participation will become sole property of FFA. I authorize FFA to use my name, photo, materials produced for the program, or presentation in program for FFA materials, including but not limited to educational resources, press releases, web-based publicity and other publicity materials."

Minnesota FFA: Student Participation Expectations

10.4 Waiver of Liability

Board Approval Date: February 27, 2021
Revision Date: February 21, 2026

The Minnesota FFA Association develops and delivers programs as opportunities for chapters to participate in as school groups. Students who are participating in the convention do so as a member of their school and are supervised and coordinated by the local level advisor. While the association maintains liability for facilities and the event, local school districts maintain primary liability for all students during their travel to and participation in FFA State activities.

Occasionally, students may participate as individuals and not as part of a chapter group (e.g., APEX, TEC, etc.). In these situations, students will provide completed waivers for participation. MN FFA does not assume liability for travel to or from FFA events or provide automobile or health insurance for participants.

Participating students are required to submit necessary paperwork to the event itself including but not limited to waivers, health forms and contact information for guardians and advisors (including phone numbers during the event).

Minnesota FFA: Student Participation Expectations

10.5 Diversity, Inclusion, and Harassment

Board Approval Date: February 27, 2021
Revision Date: February 21, 2026

We Believe
As different as we are, we all desire the same. No matter who we choose to love, how big our bank account, how light or dark our skin, who we vote for, how old or young, where we grew up, how strong our accent or what language we speak, we have a need for the same thing. We all want a sense of belonging. We all want a place where we are respected, connected and affirmed.

Our Vision
To build an empowered community and more inclusive organization where every person is respected, connected and affirmed.

Our Opportunity
Deliver state-level programs and provide resources that serve as a model in removing barriers and creating opportunities for success for every student, every day, in every classroom.

ACCOMMODATIONS: Minnesota FFA will respond to the best of its ability to barriers or participation needs of all students. Accommodations should be requested directly to state or program staff as early in advance of the event as possible to allow for solutions to be identified. State staff will work with local advisors to understand needs and work to provide solutions to support the equitable participation of FFA members of all backgrounds and abilities. Local advisors may be asked to help provide support to delivering accommodations, if necessary.

- Accommodations might include:
  - Dietary or nutrition requests.
  - Adjustments to competitive events for documented IEP needs or to provide access for students with disabilities
  - Translation support for hearing-impaired students.

HARASSMENT: FFA is committed to maintaining and fostering a space where every person is treated with decency and respect. FFA absolutely prohibits harassment or discrimination based on sex, age, ability, perceived disability, marital status, personal appearance, sexual orientation, race, color, religion, national origin, or any other legally protected characteristic. No form of unlawful discriminatory or harassing conduct toward any employee, volunteer, or participant will be tolerated.

FFA is committed to taking all reasonable steps to prevent harassment and will make every reasonable effort promptly and completely to address and correct any harassment that may occur. However, FFA cannot take prompt and effective action unless each participant assumes the responsibility of reporting any incident of harassment immediately to an appropriate leader (local FFA advisors, event coordinators, state staff, etc.). State staff should be made aware of any reports of harassment immediately by those receiving a claim and may take action immediately or pursue more information/involvement.

Every report of harassment will be investigated with every effort being made to maintain confidentiality. Complainants and accused will be informed of the results of the investigation. Participants who are found guilty of harassment will receive appropriate corrective and remedial action, up to and including being discharged from events at their own expense or being discharged from leadership positions or positions of employment. No participant should fear retaliation for truthfully reporting harassment through the proper channels.

Minnesota FFA: FFA Partner Organizations

11.1 FFA Alumni and Supporters

Board Approval Date: February 27, 2021
Revision Date: February 21, 2026

The primary purpose of the FFA Alumni and Supporters is to support and promote the FFA organization, FFA activities, and agricultural education. MN FFA supporters are encouraged to connect with their local FFA program as members of a local affiliate and to participate on the state level with the MN FFA State Alumni and Supporters.

MN FFA Alumni and Supporters provides significant opportunities to students, school districts and its members through scholarship and development programs. MN FFA works cooperatively with the Alumni and Supporters but does not control or direct the organization.

Information about policies, membership fees and opportunities available as an alumni member can be found at www.mnffaalumni.org/

Minnesota FFA: FFA Partner Organizations

11.2 FFA Foundation

Board Approval Date: February 27, 2021
Revision Date: February 21, 2026

The Minnesota FFA Foundation works to secure resources for the FFA and other partners of Team AgEd, a group of Minnesota organizations committed to promoting local program success. These resources include financial support and other in-kind support that advances agricultural education in Minnesota.

The MN FFA Foundation provides significant resources for the FFA Association, the Minnesota Association of Agricultural Educators, Agricultural Education Teacher Preparation Programs, the Professional Agricultural Student (PAS) Organization and the Minnesota FFA Alumni and Supporters Association. The association and its members benefit greatly from the work of the Foundation but the Association does not control or direct the work of the Foundation.

Information about policies, programs or opportunities to contribute to the Foundation can be found at www.mnffafoundation.org.

Minnesota FFA: FFA Grievance Policy

12.1 FFA Grievance Policy

Board Approval Date: November 20, 2021
Revision Date: February 21, 2026

12.1A Purpose
To provide a process for FFA Advisors to discuss complaints and/or problems affecting the FFA Association.

12.1B Policy:
(a) This policy is not intended to replace the appeals policies and procedures delineated in handbooks and policies related to leadership development events, career development events, or any other program with an appeal or complaint process described in the program rules. State staff will help redirect misfiled grievances if necessary.

(b) The organization's intent in implementing this grievance policy is to encourage all problems/concerns be resolved at the lowest possible level. If resolution is not possible, alternative steps are available as outlined in this policy.

(c) The time limits set forth in this policy are designed to ensure that complaints are resolved in a timely manner. The timelines should be strictly adhered to unless circumstances, such as illness, weather, or conflict with other FFA required activities prevent such adherence.

(d) All formal grievances must be submitted on Standard Grievance Forms referenced by this policy.

12.1C Procedures
(a) All FFA advisors should try to resolve informally any complaints that may arise, with the assistance of the Executive Director.

(b) If the informal complaint is not resolved to the satisfaction of the advisor, the advisor shall submit to the Executive Director a completed Grievance Form (available online at https://forms.gle/DUZZ8bfAFWsYhyMbA and through State Staff) no later than 10 working days from the date of the informal complaint. Once a complaint is filed, advisors are encouraged to email the Executive Director to confirm receipt. The Executive Director shall have 10 working days upon written receipt of the formal complaint to resolve the complaint or respond to the complaint in writing.

(c) An advisor shall have 10 working days from the receipt of the official grievance response to accept the Level One Decision or file an appeal via email. After completion of the ten-working day appeal period, a Level One Decision shall be considered accepted and closed. Appeals must be filed with the Chairman of the Adult Board by forwarding the response to the grievance and indicating concerns with the response. The Chair of the Board will have access to the originally filed grievance forms and will not need to have them shared. Appeals must be electronically time stamped within the 10-day appeal period. The Chairman of the Adult Board shall notify the Executive Director of said appeal. The Executive Director shall submit to the Chairman all documentation related to the grievance.

(d) If an FFA advisor has a complaint against the Executive Director or other State Staff involving discrimination, retaliation or unethical behavior, the FFA Advisor may communicate directly with the Chair of the Minnesota FFA Adult Board who shall notify the Executive Director of said grievance and will submit the complaint and Executive Director's response to the Board of Directors.

(e) Upon receipt of an Appeal, the Chairman of the Adult Board will set the grievance to be considered at a future board meeting.

(f) All decisions of the Adult Board are final.

Section 3. ADDITIONAL RESOURCES

Calendar of Events

Constitution and By-Laws

Standard Operating Procedures

Additional Individual Program Handbooks:

CDE Rules and Procedures

CDE Resources

SAE and State Degree Handbook

State Officer Selection Process Handbook