



NATIONAL
FFA ORGANIZATION

2017-2021 National Chapter Form II Example Guide

Updated: 3/2017

During the application development and review process, please review the [rubric](#) listed in the [handbook](#) for more information. Included in this document are high, mid and low point examples of a Form II activity. These examples correlate directly with the [rubric](#).

ACTIVITY DESCRIPTION

- Description clearly explains the purpose and reason the chapter is implementing the activity. What is the purpose of this activity? Why is the activity taking place?

High Points:

FFA members noticed students discouraging their peers and others struggling with self-esteem. Operation Beautiful is designed to promote and improve mental well-being, self-esteem, and positive character traits of members. Members are encouraged to pay it forward through positive message boards, random acts of kindness and thank you notes.

Mid Points:

Operation Beautiful is a series of events designed to promote and improve the mental well-being, self-esteem, and positive character traits of our members.

No Points:

Operation Beautiful was a series of events used to promote positive things to our members.

GOALS

- Goals are well written and utilize all five components of a SMART (Specific, Measurable, Attainable, Realistic and Time) goal.

High Points:

FFA members will post 600 positive messages around the ag building to help promote positive self-esteem by January 31, 2019.

Mid Points:

FFA members will post messages around the ag building to help promote positive self-esteem.

Low Points:

FFA members will post positive messages.

PLANS OF ACTION

- Plans of action clearly identify:
 - What needs to be accomplished to meet the goal?
 - Where will the activity take place?
 - How will the chapter implement the goal to accomplish this activity?
 - How will the goal be accomplished? This should include necessary steps for completion.
 - Who will perform the duties to meet the goal?
- These are often presented in a variety of styles but serve as the road map to achieving goals. Three of the most common styles are shown below.

High Points:

On January 8, 2019, the healthy lifestyles committee members will meet to make a display poster and write 600 positive messages on individual post it notes. Notes will be placed on the Operation Beautiful display area in the ag building, high school, and middle school January 21-25, 2019.

OR

On January 8, 2019, healthy lifestyles committee members (who) will meet to make a display poster and write (how) 600 positive messages on individual post it notes (what). Notes will be placed on the Operation Beautiful display area in the ag building, high school, and middle school (where) January 21-25, 2019 (when).

OR

All activities associated with this event were conducted by the healthy lifestyles committee.*

1. (Jan) Members will meet in the ag classroom to make display posters and write a minimum of 600 sticky notes. (Goal 1)
2. (Jan) Members will place notes on the Operation Beautiful display area in the ag building. (Goal 1)

* Typically you will see these listed all in chronological order

Mid Points:

The healthy lifestyles committee members will meet to make a display poster and write positive messages on individual post it notes. Notes will be placed on the Operation Beautiful display in the ag building.

OR

The healthy lifestyles committee members (who) will meet to make a display poster and write (how) positive messages on individual post it notes (what). Notes will be placed on the Operation Beautiful display area in the ag building (where).

OR

1. (Jan) Members will meet to make plan activity. (Goal 1)
2. (Jan) Members will place notes around the ag building. (Goal 1)

Low Points:

Members will meet to work on Operation Beautiful. Notes will be placed on the board in the ag building.

OR

Members (who) will meet to work on Operation Beautiful (what). Notes will be placed on the board in the ag building (where).

OR

1. Members will meet to make notes and plan the activity. (Goal 1)
2. Members will place notes around the ag building. (Goal 1)

OUTCOME EVALUATED AND REPORTED

- Response clearly states whether the goal was unmet, met or exceeded. If all aspects of the SMART goal were met, clearly states by how much it exceeded. If goal was unmet, circumstances or reasoning as to why is explained in detail and what would be done differently next time to meet the goal.

High Points:

Goal 1: (Exceeded) Bulletin boards in the schools were used to display notes for students to take. Over 650 notes were written and shared.

Mid Points:

Goal 1: (Exceeded) Bulletin boards were used to display positive notes that the students could take.

Low Points:

Goal 1: (Exceeded) Bulletin boards were used to display positive notes.

*If goals were unmet, circumstances or reasoning as to why is explained and what would be done differently next time is identified.

ADVANCING LEADERS, COMMUNITIES OR AGRICULTURE

- Response clearly states the purpose of the activity and the benefit the activity had on the leaders, community or agriculture.

High Points:

The purpose of Operation Beautiful was for members to learn about why positive character traits are important and how powerful "pay it forward" actions can be. This activity advanced leaders by encouraging improvement in the mental well-being and self-esteem of our members; however, our chapter and community were also affected due to the positive "pay it forward" activities members conducted.

Mid Points:

Operation Beautiful advanced leaders because of the improvement in the mental well-being and self-esteem of our members. Our community was also affected.

Low Points:

Members felt better about themselves so the activity advanced leaders.

IMPACT

- Response clearly identifies and describes how the impact of the activity affected the intended audience.

High Points:

Our members' actions truly made a large impact on each other, our school atmosphere and our community. Community members enjoyed being recognized for their support and appreciated being on the receiving end of kind actions. Many members even continue to "pay it forward."

Mid Points:

Members' actions made an impact on each other, our school atmosphere, and our community. Community members enjoyed being recognized for their support.

Low Points:

Members' actions made an impact on each other and lots of other people.

RELATED TO QUALITY STANDARD

- Activity and benefits relate directly to the chosen quality standard.

High Points:

Healthy lifestyles were encouraged through Operation Beautiful as students intentionally promoted confident mental well-being, self-esteem, and positive character traits.

Mid Points:

Healthy lifestyles were encouraged through Operation Beautiful by promoting positive attitudes.

Low Points:

Operation Beautiful encourages healthy lifestyles.

PHOTO

- A clear, high-quality photo illustrating the chapter's activity in action is displayed.
- See pages 39-40 in the [handbook](#) for more information.

PHOTO CAPTION

- A caption that clearly describes the activity is used.

High Points:

"An attitude of gratitude was adopted by the members during our Operation Beautiful activities. Floriculture students enjoyed handing out Positive Poppies, positive notes attached to flowers, to high school students as well as creating and delivering 75 floral bud vase arrangements to teachers and program supporters. Positive character traits were reinforced and recognized when students grades Pre K – 12 conducted 552 acts of kindness while over 600 positive notes were posted around the middle and high school buildings."

Mid Points:

"An attitude of gratitude was adopted by the members during our Operation Beautiful activities. Sending thank you cards and flowers was key to making sure others knew how grateful the chapter is and how much we appreciate them. Positive character traits were reinforced and recognized when students conducted acts of kindness."

Low Points:

"Pictured here, members are writing thank you posters to make sure others know how grateful the chapter is and how much we appreciate them."

EXAMPLE ACTIVITY IN THE APPLICATION

- The next two pages are an example activity in Form II of the application. This activity would score as a 3-star activity based on the [rubric](#) established in the [handbook](#). For more information, please review the [handbook](#).

Growing Leaders - Healthy Lifestyle

Operation Beautiful

FFA members noticed students discouraging their peers and others struggling with self-esteem. Operation Beautiful is designed to promote and improve mental well-being, self-esteem, and positive character traits of members. Members are encouraged to pay it forward through positive message boards, random acts of kindness and thank you notes.

Goal #1

Goal: FFA members will post 600 positive messages around the ag building to help promote positive self-esteem by January 31, 2019.

Plan of Action: On January 8, 2019, healthy lifestyles (HL) committee members (who) will meet to make a display poster and write (how) 600 positive messages on individual post it notes (what). Notes will be placed on the Operation Beautiful display area in the ag. building, high school, and middle school (where) January 21-25, 2019 (when).

Outcome: EXCEEDED Bulletin boards in the schools were used to display notes for students to take. Over 650 notes were written and shared.

Goal #2

Goal: Teachers and FFA members will recognize 325 acts of kindness through a "caught you doing good" activity from January 21-25, 2019.

Plan of Action: On December 12, 2019, HL committee members (who) will use the ag. class (where) computers to develop a log sheet (what) for teachers and members to record "catching" students doing good deeds (how) from January 21-25, 2019 (when). Teachers and members will catch students doing good deeds and record them on the log sheet. Students will then be recognized on the kindness board (how).

Outcome: EXCEEDED Students Pre K - 12th grade were recognized for 552 acts of kindness through a "caught you doing good" activity.

Goal #3

Goal: January 28-February 1, 25% of middle school students will participate in a week long educational campaign (positive message posters, and daily announcements) on the importance of a positive self-image and paying it forward.

Plan of Action: On December 19, HL committee members (who) will meet in the ag. room to develop educational facts (how) to present January 28 (when), to educate the students on the importance of positive self-image and Operation Beautiful details (what), and submit daily announcements. Notes (from goal 1) will be placed on a display poster and in random places in the middle school (where) for students to find.

Outcome: EXCEEDED 100% of middle school students learned engaged in the campaign via bulletin boards and daily announcements.

Summary

Advancing Leaders: The purpose of Operation Beautiful was for members to learn about why positive character traits are important and how powerful "pay it forward" actions can be. This activity advanced leaders by encouraging improvement in the mental well-being and self-esteem of our members; however our chapter and community were also affected due to the positive "pay it forward" activities members conducted.

Impact: Our members' actions truly made a large impact on each other, our school atmosphere and our community. Community members enjoyed being recognized for their support and appreciated being on the receiving end of kind actions. Many members even continue to "pay it forward."

Related to Quality Standard: Healthy lifestyles were encouraged through Operation Beautiful as students intentionally promoted confident mental well-being, self-esteem, and positive character traits.



Growing Leaders - Healthy Lifestyle



An attitude of gratitude was adopted by the members during our Operation Beautiful activities. Floriculture students enjoyed handing out Positive Poppies, positive notes attached to flowers, to high school students as well as creating and delivering 75 floral bud vase arrangements to teachers and program supporters. Positive character traits were reinforced and recognized when students grades Pre K - 12 conducted 552 acts of kindness while over 600 positive notes were posted around the middle and high school buildings.