



2018-2019

Illinois Farm Bureau & Affiliates

Cooperative Program

Applications Due March 8, 2019

Please note that this version of the application is for reference only. All applications must be completed in FluidReview and submitted online at ifb.fluidreview.com.

If you have any questions about the program, please contact:

Courtney Vitzthum, MSPR Program Specialist, Illinois Farm Bureau

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REFERENCE ONLY

Cooperative Basic Information Form

Chapter Contact Information

Advisor 1 Name	<input type="text"/>
Advisor 1 Email Address	<input type="text"/>
Advisor 2 Name	<input type="text"/>
Advisor 2 Email Address	<input type="text"/>
School Name	<input type="text"/>
School Phone Number	<input type="text"/>

Chapter and School information

Section #	<input type="text"/>
Chapter Name	<input type="text"/>
County	<input type="text"/>
# Students Enrolled in Agricultural Education	<input type="text"/>
# of FFA Members	<input type="text"/>
Program Start Date	<input type="text"/>
Program End Date	<input type="text"/>

Board of Directors

Please list each member of your Cooperative Board of Directors.

	Title	Name	Year in School
1	<input type="text"/>	<input type="text"/>	<input type="text"/>

I understand that in order to be eligible for awards, I must complete the Basic Information Form, Form I, Form II, and upload the completed Certification Form.

I understand

Cooperative Award Application Form I

Form I - Eligibility Entry

To qualify for an award area, chapters must answer Yes to 7 out of the 10 questions in Section A, answer Yes to 4 of the 6 questions in Section B, answer Yes to 5 of the 7 questions in Section C, and earn at least 1 point in each of Section D, E and Section F.

A. Answer each question by selecting YES or NO.

Chapters must answer Yes to 7 out of the 10 questions in Section A in order to qualify for an award area.

- | | Yes | No |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|-----------------------|
| 1. The chapter selected a chairperson, cooperative manager and board of directors (committee) for its Cooperative activities. | <input type="radio"/> | <input type="radio"/> |
| 2. The Cooperative Activities Program was presented to the members for adoption into the chapter program of activities. | <input type="radio"/> | <input type="radio"/> |
| 3. The Section President was informed of the chapter's intent to participate in the program. | <input type="radio"/> | <input type="radio"/> |
| 4. Speeches, panel discussions, and/or community programs were presented by the chapter relative to the Cooperative Activities program. | <input type="radio"/> | <input type="radio"/> |
| 5. The chapter utilized the Cooperative Activities Application and/or Internet Web Site (www.youthed.org) to determine program ideas and a plan of action. | <input type="radio"/> | <input type="radio"/> |
| 6. A Cooperative Activities Program was included in the chapter's calendar of activities presented to the school administration. | <input type="radio"/> | <input type="radio"/> |
| 7. The chapter has established and maintains a current file of educational materials on cooperatives, including the posting of the 7 Cooperative Principles in the classroom. | <input type="radio"/> | <input type="radio"/> |
| 8. The cooperative board/committee reports regularly to the chapter on its activities and financial status. | <input type="radio"/> | <input type="radio"/> |
| 9. The chapter presented a Cooperative Activities report to their school principal and/or administration. | <input type="radio"/> | <input type="radio"/> |
| 10. The chapter developed a budget to finance and conduct planned activities. (Outline of budget must be completed to earn a point.) | <input type="radio"/> | <input type="radio"/> |

Outline of Budget – Income

Expense Description

Expense Amount

Outline of Budget – Expenses

1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
Total		

	Expense Description	Expense Amount
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
Total		

B. Chapter/Member Participation in:

Chapters must answer Yes to 4 out of the 6 questions in Section B in order to qualify for an award area.

	Yes	No
Illinois Cooperative Council Youth Conference	<input type="radio"/>	<input type="radio"/>
County Farm Bureau® - FFA Acquaintance Program	<input type="radio"/>	<input type="radio"/>
Illinois Farm Bureau® & Affiliates Youth Conference or FFA BUILD Conference	<input type="radio"/>	<input type="radio"/>
Illinois Farm Bureau® & Affiliates Cooperative Award Tour	<input type="radio"/>	<input type="radio"/>
Attended a local Cooperative Annual Meeting	<input type="radio"/>	<input type="radio"/>
One other Cooperative related learning activity (Co-op site tour, etc. - specify):	<input type="radio"/>	<input type="radio"/>

Please specify here the one other Cooperative related learning activity

C. Chapter Activities Conducted

Chapters must answer Yes to 5 out of the 7 questions in Section C in order to qualify for an award area. Chapter conducted the following activities that included Cooperative Business & Education over the past year.

Chapter developed and operated an actual cooperative during the year which includes the following:

a. The chapter cooperative has a set of by-laws that have been approved by the members. b. The chapter cooperative followed the 7 cooperative principles. c. The chapter cooperative valued its success, established a vision and set goals for the future. Chapter must be able to answer "Yes" to all parts in order to answer "Yes" to this question.

- Yes
- No

Chapter sponsored cooperative services to benefit its members which includes at least one of the following:

a. Chapter provided a cooperative buying activity to offer products to members at a reduced price. b. Chapter provided a cooperative financing program to assist members in securing financing. c. Chapter provided cooperative selling/marketing service to assist members in marketing their products. Chapter must be able to answer "Yes" to at least one part in order to answer "Yes" to this question.

- Yes
- No

Chapter members received in class instruction on cooperatives and their role in the American Free Enterprise system which includes the following:

a. Agricultural Education Instructor used the Cooperative Business Curriculum in classroom instruction. b. Chapter members heard from an outside speaker on the operations and structure of a cooperative. c. The chapter conducted educational programs with the Illinois or County Farm Bureau® affiliated cooperatives such as FS, GROWMARK, Prairie Farms, or the IAA Credit Union. d. Chapter members toured a local cooperative to witness the operations and structure of a cooperative. Chapter must be able to answer "Yes" to two or more parts in order to answer "Yes" to this question.

- Yes
- No

Chapter conducted activities within the school and community to explain how cooperatives are an important part of the American Free Enterprise System

- Yes
- No

Chapter worked in a cooperative manner with other in school organizations to conduct activities.

- Yes
- No

Chapter worked in a cooperative manner with non-school groups to conduct activities.

- Yes
- No

Chapter publicized the cooperative activities locally.

- Yes
- No

D. How did the chapter and individual members benefit from the Chapter's Cooperative Activities Program?

Chapter must earn at least one point in this section in order to qualify for an award area.

E. How did the school and community benefit from the Chapter's Cooperative Activities Program?

Chapter must earn at least one point in this section in order to qualify for an award area.

F. Outline the media coverage for your entire Cooperative Program. Be sure to include number of articles submitted, published, radio/television interviews conducted, Public Service Announcements conducted.

Chapter must earn at least one point in this section in order to qualify for an award area.

REFERENCE ONLY

Cooperative Award Application Form II

A. Education, Training and Information

Describe the classroom instruction members received on the structure & operation of a cooperative business.

What other instruction (non-classroom) did members receive on the structure & operation of a cooperative business?

What resources were used to instruct members on cooperatives?

B. Describe the Chapter's Cooperative Business

What research was done to determine the needs of the members/community that needed to be served?

Describe the cooperative and what makes this a cooperative business.

What are the goods/services that the cooperative offers its member/owners and the community?

C. Voluntary and Open Membership

Who can become a member/owner of your chapter's cooperative?

How do members go about becoming a member/owner of the cooperative?

How many FFA member owners does the cooperative have?

How many non-FFA members owners does the cooperative have?

D. Democratic Member Control

Did your chapter cooperative have a Board of Directors?

- Yes
- No

If so, how many serve on the board?

Who votes to elect the cooperative board of directors and how many votes does each person get?

How are they elected? What are the qualifications to be elected to the Board of Directors?

Does your Board of Directors have officers?

- Yes
- No

If so, what officers do they have and what are their individual roles?

What is the responsibility of your chapter cooperative board of directors?

How many times a year did the Board of Directors meet this year?

Does your cooperative have an annual meeting (to review the success/profits/losses of the cooperative)?

- Yes
- No

When was it held?

Does the Board of Directors hire/appoint a manager of the cooperative?

- Yes
- No

What are the job responsibilities of your chapter cooperative manager?

Does the cooperative manager hire/select workers to help with the day-to-day operations of the cooperative?

- Yes
- No

If so, list the jobs and duties that these workers are responsible for

E. Member Economic Participation

How do members become owners of the cooperative?

How did the cooperative obtain initial capital for its start-up?

What is the value of a single share of your chapter cooperative stock?

Are there a maximum number of shares of stock that a member can own?

- Yes
- No

If so, how many?

Explain why or why not?

How are the proceeds of the cooperative distributed?

Does the cooperative buy back the stock of those owner/members that leave the cooperative (graduate)?

- Yes
- No

How many shares of stock are outstanding (number of shares owned by the member/owners at the time of application)?

F. Autonomy and Independence

Is the cooperative board of directors the same as your chapter officers?

- Yes
- No

Explain why or why not?

Does the cooperative board of directors operate independently from the FFA Chapter & its officers?

- Yes
- No

Provide examples of how

G. Cooperation Among Cooperatives

How does the chapter cooperative work with other chapters or local cooperatives to share ideas or exchange goods or services? Note: Sam's Club is not a cooperative.

H. Concern for Community

Does the chapter cooperative demonstrate concern for the community independently of the FFA Chapter, sponsoring or conducting activities, or donating goods and services to the community?

- Yes
 No

Provide examples of this.

Photos of Cooperative Activities

You may use this section to upload up to **eight (8)** photos showing your chapter's cooperative activities. You may only upload two (2) photos of any one Cooperative Principle. Each photo is worth a maximum of 3 points.

Photo 1

What Cooperative Principle does this photo represent?

- 1. Voluntary & Open Membership
- 2. Democratic Member Control
- 3. Members' Economic Participation
- 4. Autonomy & Independence
- 5. Education, Training, & Information
- 6. Cooperation Among Cooperatives
- 7. Concern for Community

Photo 1 Caption