



Martin County 4-H
Cavy/Rabbit Record Book



Exhibitor Name: _____ Club: _____





PHILOSOPHY AND GOALS OF THE 4-H LIVESTOCK PROGRAM

“The purpose of the 4-H Livestock Program is to provide young people an opportunity to participate in a series of activities designed to improve citizenship, sportsmanship, character, competitive spirit, discipline, responsibility and livestock knowledge, while creating an atmosphere of personal development and awareness of life around us.”

The goals and implications of the above statement is life changing. Leadership does not anticipate that youth would progress at the same rate in all these objectives. However, given the proper motivation and guidance by the leaders, parents and 4-H agent, there will be progressive improvements in the youth’s development. Simply having a youth recognize the opportunity for growth and personal potential is a significant accomplishment.

Most 4-H youth participating in a livestock project will already have an interest in the animal. It is leadership’s responsibility to utilize this interest to accomplish the livestock project’s objectives through training and guidance.

The purpose of the Market Project is to acquire knowledge in market animal production through the purchase, care, record keeping and preparation for sale. The youth must learn the skills to identify the types and grades of market animals. They must employ efficient methods of marketing; understand the business aspects and economics of market production through the purchase of the animal, feed, maintenance of housing facilities and veterinary care.

The purpose of all livestock projects, both market and non-market, is to further the education and development of the child.

There are more than 360 projects in 4-H, and all have the common goals of making better citizens of youth, increasing their knowledge in a subject area, enabling them to develop integrity, sportsmanship, and cooperation along with leadership abilities. It is the goal of the 4-H Youth Development program to inspire youth to explore all their areas of interest.

This record book may also be used by FFA Youth in exhibiting their livestock project. It is the FFA advisor’s responsibility to assist the youth to accomplish the livestock project’s objectives.

It also should be noted that the Livestock Show and Sale is not the major objective of this program but only the project’s conclusion. It must be understood that our first and most important objective in the 4-H program is the education and development of the child.

Completing your Record Book

Cover Page

Please fill out all information on the provided cover page. Be sure to affix a picture of yourself and/or project.

4-H Report

Please complete the included 4-H Report Form. Take some time to think back over the past year's 4-H activities and put some thought into your answers. Be as specific and thorough as possible in completing this form.

4-H Story

Your 4-H Story is your chance to tell in your own words about your involvement in your 4-H club. It should not only be an account of your club's activities, but also your specific involvement in those activities. For instance, if your club held a car wash fund-raiser, be sure to list that activity, but also the Judge will want to know if you helped buy supplies, collect money, secure the location, held signs, soaked the 4-H Leader or parents, etc. (how did you assist in helping?). If you held any club offices and describe any duties, you had to fulfill for that position. If you traveled to any out-of-county events and what you did at them. If you went to any summer camps or anything fun! Talk about your demonstration, any awards won, and your end-of-the-year trip your club went on. Be sure to include what you have learned – about life, yourself and others.

Animal Project Agreement

This form is to be completed, signed, and dated at the **START** of the project by the Exhibitor, parent/guardian, and the Club Leader.

Project Story

Tell your project story through your own words. It should cover why you selected that animal and where you purchased your animal. You should also describe daily care, feed, and exercise regimen. It should also list any problems you had with your project. For example, if there is a drop in weight for a certain month and a list of medicine bought during that same time, you should explain why the animal was sick and what you did to get the animal well. Finally, be sure to talk about what you have learned from your project animal. Remember to keep it in a story format.

Pictures

Your pictures section should show the growth of your project from start to finish. There should be at least 5 pictures, but not more than three front and back pages (6 pages). Pictures should contain a date and caption, and they should be in chronological order.

Project Record Book

This record book should record entries of all expenses incurred during the project (if you bought anything for your project this is where you would put it). Physical receipts may be placed in an envelope and included in the project book. The project book itself is self-explanatory, but please follow the instructions. If you have any questions, ask your 4-H Leader for their help.

Completion Certificate

The statements on this page should be read, signed, and dated by the Exhibitor and the Club Leader.

Report Card

Report cards are due into the fair office by a certain date in January. A copy may be included in your record book. Failure to turn in appropriate paperwork, on designated days will result in deductions and/or disqualification.

Record Book Judging

Remember, your record book needs to be up to date on the day your animal enters the fair. After the final weigh-in, record your animal's weight in your record book. Auction sale prices are recorded after the sale.

RECORD BOOKS ARE DUE UPON YOUR ANIMAL ENTRY TO THE FAIR.

If you have any questions, please ask your 4-H Club Leader for answers and help!

REQUIREMENTS OF YOUR LIVESTOCK PROJECT:

Club Requirements:

- Maintain records throughout the project and complete your Record Book
- Complete two Workshop Trainings – *Ethics Training is required every 3 years*
- Complete at least four (4) hours of Community Service
- Attend at least two-thirds of your Club meetings
- Be in Good Standing as a 4-H Club Member
- Help with any events or fundraisers with your Club
- Any additional activities set forth by the Club Leader (*ex. Participate in County Events*)

Fair Livestock Exhibitor Requirements:

- Maintain active Ethics Certification Status
- Meet all required deadlines
- Submit a copy of your Report Card to fair office
- Attend Mandatory Fair Set-Up Workday and Tear-Down Workday
- Attend Mandatory Exhibitors' Meeting
- Must work 'Barn Duty' on the specified day
- Must participate in the Livestock Show
- Commit to the Showmanship Event once you sign-up
- Write 'Thank You' notes to Buyer and Sponsors who contributed to your project

Cavy/Rabbit Project Book

Photo of Exhibitor
with their Cavy/Rabbit

Ethics Certificate # _____

Member Name: _____

4-H Club: _____ 4-H Club Leader: _____

Or FFA Advisor _____ School: _____

Number of years in 4-H/FFA _____ Birth Date: _____

I am a: Cloverbud (5-7) Junior I (8-10) Intermediate (11-13) Senior (14-18) as of 9/1.

Parent Guardian Name: _____

Address: _____

City, State, Zip: _____

Phone # (s): _____

Email: _____

4-H Cavy/Rabbit Record Book

Introduction

This Project Record Book has been created specifically for 4-H members enrolled in a Cavy/Rabbit 4-H project. Keeping a record book is an important part of the project. It will help you set goals for the project year, record your accomplishments, and provide a place to keep important records on your Cavy/Rabbit.

Purpose of a 4-H Animal Science Project

The purpose of a 4-H Cavy/Rabbit animal science project is to achieve the following:

- To acquire an understanding of the animal industry by preparing for, purchasing, caring for, and keeping records on one or more head of animals.
- To be able to identify the types and breeds of animals and employ efficient methods of production and marketing.
- To understand the business aspects and economics of purchasing animals, feed, facilities, and equipment for an animal science project.
- To develop integrity, sportsmanship, and cooperation.
- To develop leadership abilities, build character, and become responsible citizens.

Why complete a record book?

A record book is not meant to be a chore. Instead, it is a way for you to learn about your project, as well as other valuable skills such as setting goals, collecting information, evaluating information, tracking costs and expenses, organization, and others.

SUGGESTION: A practice book may be kept during the duration of the project with a final book turned in at your animal's entry to the fair.

NOTE: This book may be used by FFA Exhibitors

Youth Animal Project Agreement

Form signed at the beginning of the project.

The Exhibitor is responsible for caring for the animal, which will include feeding, providing fresh clean water, providing suitable housing, healthcare, grooming, and showing. The Exhibitor will use this project as an educational tool to learn skills needed in the livestock industry. The project will also help the Exhibitor to accept success and failure as a learning experience. The Exhibitor will keep accurate records on the animal.

I accept and understand these responsibilities

Exhibitor's Signature

Date

The parents are responsible for providing financial help if needed, along with assistance and encouragement while the Exhibitor is raising the animal.

We accept and understand these responsibilities.

Parent(s)/Legal Guardian Signature

Date

The 4-H Leader is responsible for visiting the Exhibitor and the animal to give assistance when needed.

I accept and understand these responsibilities.

Parent(s)/Legal Guardian Signature

Date

This is my _____ year doing a 4-H Cavy/Rabbit Project

My Project Goals for the Year:

At the start of your project state at least three goals you strive to accomplish and learning opportunities.
(Ex. Learn how to do Showmanship, create a presentation, etc.)

Discuss these goals with your parents and your club leader for needed support and resources.

- 1. _____
- 2. _____
- 3. _____

Member Signature: _____

Summary of Accomplishments – When Record Book is Due

What goals have you accomplished? If you have not accomplished one or more of your goals, please explain. What have you learned? Describe your experiences this year. (Attach an additional page if needed.)

Member Signature: _____

Leader Signature: _____

Animal Care and Management

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

Include the following:

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

Daily:

Weekly:

Monthly:

Yearly: Occasional activities in the year

Cavy Inventory Record

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

| Animal ID (Name or #) | Registration # and/or Tattoo | Description (breed, color) | Birthdate and Sex | Ownership Information (Date of Purchase) | Purchase Price | Value * |
|--------------------------|---------------------------------|-------------------------------|----------------------|--|----------------------------|---------|
| | | | | | | |
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| | | | | | | |
| | | | | | | |
| | | | | | Total: \$ | |

**The price you would ask if selling the cavy.*

Rabbit Inventory Record

Use one chart for all project rabbits at the beginning of the project year. Add pages if necessary.

| Animal ID (Name or #) | Registration # and/or Tattoo | Description | Birthdate and Sex | Ownership Information (Date of Purchase) | Purchase Price | Value * |
|--------------------------|---------------------------------|-------------|----------------------|--|----------------------------|---------|
| | | | | | | |
| | | | | | | |
| | | | | | | |
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| | | | | | | |
| | | | | | | |
| | | | | | Total: \$ | |

**The price you would ask if selling the rabbit.*

HEALTH RECORDS

This includes any health-related activities and well animal care, such as health certificate. Fill in all applicable information. If your animal was healthy throughout the project, make note of that.

| Date | Description | Breed – Cavy/Rabbit | Treatment | Cost |
|------|-------------|---------------------|-----------|------|
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BREEDING AND LITTER RECORDS – If Applicable

This includes any breeding and litter information. Fill in all applicable information.

If you did not breed your animals, make note with N/A.

| Date | Cavies/Rabbits – Buck/Doe | Number in Litter | Wean Date | Cost if Sold |
|------|---------------------------|------------------|-----------|--------------|
| | | | | |
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DEATH RECORDS – If Applicable

This includes any animal or litter loss. Fill in all applicable information.

If you did not lose any animals to death, make note with N/A.

| Date | Cavy/Rabbit – Buck/Doe | Reason | Age | Value |
|------|------------------------|--------|-----|-------|
| | | | | |
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| | | | | |

OPENING INVENTORY/ASSETS

List all equipment (assets) you had at the beginning of your project. Start with the earliest purchased items (by date), listing this year's purchases last. List only items you will keep after project end. Do not list expendable items: shampoo, etc.

| Item Description <i>Example: 4th Year Project</i> | Project Year Acquired | Purchase Cost Or Value A | Value <i>(Depreciate prior years)</i> at Project Start B | Depreciation <i>(10% of the Purchase cost deducted per Calendar Year)</i> C | Value <i>(B minus C)</i> at Project End D |
|--|-----------------------|-----------------------------|---|---|--|
| <i>Brush</i> | <i>2022</i> | <i>10.00</i> | <i>10.00</i> | <i>1.00</i> | <i>9.00</i> |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| Total Depreciation <i>(Depreciation is an Expense)</i> | | | | | |
| Value of Project Assets | | | | | |

INCOME – Sponsors, donations, premiums, add-ons, animal sales

List any income from your project including any pre-show income received. ADD premiums after show day.

| Date | Description of Income | Total |
|------|-----------------------|-------|
| | | |
| | | |
| | | |
| | | |
| | | |

Total Income \$ _____

NON-FEED EXPENSES

From the purchase date of your animal, list all monies spent on items that you will **not** have at the end of the project.

Example: Entry fees, veterinary care, bedding, and other expendable items.

| Date | Quantity | Description | Price Each | Total |
|------|----------|-------------|------------|-------|
| | | | | |
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| | | | | |
| | | | | |
| | | | | |

Total NON-Feed Expenses \$ _____

Feed Records and Expenses

Keeping good feed records is important. Good records show your expenses for feed and what kind of feed used for your project. A good practice is to enter your feed expenses when you buy feed. At the end of each month, total each kind of feed used and its cost and record the information below.

Remember to save and include your receipts.

Type and Cost of Feed Used

| Date of Purchase | Amount Purchased (Pounds) | Type of Feed (Grain Mix, Forage Pellets, Salt, Hay, Treats, Etc.) | Cost or Value |
|---------------------|------------------------------|--|---------------|
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| | | | |
| Total Pounds | | Total Feed Cost | \$ |

Feed Tag Information

Please attach a tag or label from one feedbag used for your project animals. If you use a homemade feed mix, please describe the mix on the back of this page.

1. What is the main ingredient in this feed? _____

2. How much of this product do you feed daily? (To each animal or the total of all animals.) _____

3. Describe your feeding program. _____

Project Financial Summary

One goal of the rabbit/cavy project is to teach budgeting and money management skills. The following chart will help you evaluate the financial status of your projects.

| | |
|--|------------------|
| INCOME | |
| All Income – sales, premiums, etc. | |
| Total Income | \$ |
| EXPENSES | |
| 1. Purchased Animals - <input type="checkbox"/> Cavy <input type="checkbox"/> Rabbit | |
| 2. Equipment Expenses | |
| 3. Feed Expenses | |
| 4. Health Expenses | |
| 5. Miscellaneous Expenses | |
| 6. Show Expenses | |
| Total Expenses (Add lines 1-6) | Less - \$ |
| Profit or Loss (<i>Circle symbol</i>) (Total Income or Total Expenses) | + OR - \$ |

Summary

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

2. What will you do differently next year?

PROJECT PICTURES

Your pictures should show the growth of your project from start to finish.

- ✓ A minimum of four (4) pictures, maximum of eight (8), with no more than two (2) per page.
- ✓ Each picture needs to have a date in chronological order with captions demonstrating project skills.

PROJECT PICTURES - continued

PROJECT PICTURES - continued

PROJECT PICTURES - continued

4-H Project Story

Tell your project story through your own words. It should cover why you selected this project. You should also describe daily care, feed, and health practice regimens. It should also list any problems, if any, that you had with your project. *For example, if there is illness, describe the treatment and provide a list of medications used. Explain why the animal was sick and the process to get the animal well.*

Lastly, be sure to talk about workshops, presentations, and knowledge gained through this project.

Your 4-H Participation

Were you a club officer this year? _____ If yes, what position did you hold? _____

If you have been an officer before, list the offices you have held as well. _____

What 4-H activities other than club meetings have you participated in this year? *Example: clinics, field trips, judging teams, 4-H Council, state and regional 4-H events.*

Did you give a demonstration to your club this year? If yes, what was the title? _____

Did you participate in County Events? _____ If yes, what category did you participate in, and what was your demonstration/speech about? _____

List any awards or recognition you have received in 4-H this past year. _____

What did you do to help your club's 4-H Leader, or other 4-H members? _____

Describe how you helped with your club's community service project. _____

List, by most recent, other 4-H Projects have you completed before this year?

Year/Project: _____

Year/Project: _____

Year/Project: _____

Year/Project: _____

Project Completion Certificate

I hereby certify that as the Exhibitor of this project, I have personally kept records on this project and have personally completed this record book.

Exhibitor's Signature

Date

This Exhibitor is an active member of _____ Club,
is a member in good standing and has met the requirements needed for this project.

4-H Leader/Advisor Signature

Date



To Make the Best Better

4-H Life Skills: Put a check mark ✓ by the life skills you learned or improved. Write a brief comment.

HEAD ... to Clearer Thinking

Thinking

- Learning to Learn _____
- Decision Making _____
- Problem Solving _____
- Critical Thinking _____
- Service Learning _____

Managing

- Goal Setting _____
- Planning/Organizing _____
- Wise Use of Resources _____
- Keeping Records _____
- Resiliency _____

HEART ... to Greater Loyalty

Relating

- Communications _____
- Cooperation _____
- Social Skills _____
- Conflict Resolution _____
- Accepting Differences _____

Caring

- Concern for Others _____
- Empathy _____
- Sharing _____
- Nurturing Relationships _____

HANDS ... to Larger Service

Giving

- Community Service/Volunteering _____
- Leadership _____
- Responsible Citizenship _____
- Contribution to Group Effort _____

Working

- Marketable/Useful Skills _____
- Teamwork _____
- Self-Motivation _____

HEALTH ... to Better Living

Living

- Healthy Lifestyle Choices _____
- Stress Management _____
- Disease Prevention _____
- Personal Safety _____

Being

- Self Esteem _____
- Self-Responsibility _____
- Character _____
- Managing Feelings _____
- Self-Discipline _____



Record Book Score Sheet – Cavy/Rabbit

Exhibitor: _____ Project: Cavy Rabbit

Check age level: Cloverbud (5-7) Junior (8-10) Intermediate (11-13) Senior (14-18)

| SECTION | POINTS POSSIBLE | POINTS SCORED |
|--|-----------------|---------------|
| 1. Signed Forms <i>(pages 7, 8, 22)</i> | 5 | |
| 2. Goals / Participation / Achievements <i>(pages 8, 21)</i> | 10 | |
| 3. Animal Care & Management <i>(page 9)</i> | 10 | |
| 4. Project Inventory <i>(pages 10, 12)</i> | 5 | |
| 5. Health Record <i>(page 11)</i> | 5 | |
| 6. Non-Feed Expenses <i>(page 11)</i> | 5 | |
| 7. Assets / Income <i>(page 12)</i> | 5 | |
| 8. Feed Expenses <i>(page 13)</i> | 10 | |
| 9. Financials <i>(page 14)</i> | 10 | |
| 10. Project Pictures <i>(pages 15-18)</i> | 10 | |
| 11. Project Story <i>(pages 19-20)</i> | 10 | |
| 12. Receipts / Educational Research | 5 | |
| 13. Neatness | 5 | |
| 14. Completeness | 5 | |
| TOTAL POINTS | 100 | |

Comments: _____

Record Book Awards - Blue: 90-100, Red: 80-89, White: 70-79 and Certificates for all exhibitors completing a record book. A Best Record Book Award is considered to one exhibitor per category and age group from books graded as 100 plus. Special awards to other exhibitors, including Cloverbuds, as warranted to recognize excellence.



For more information on
Volunteer Opportunities and the

Martin County 4-H Youth Development

Visit our website:

[4-H Youth Development - Martin - UF/IFAS Extension \(ufl.edu\)](https://ufl.edu/4HYouthDevelopment-Martin-UFIFASExtension)

UF/IFAS Extension Service Martin | 2614 SE Dixie Hwy. | Stuart, FL 34996 | 772-288-5654 | FB @Martin.ifas.ufl.edu



The Mission of UF/IFAS is to develop knowledge in agricultural, human, and natural resources, and to make that knowledge accessible to sustain and enhance the quality of human life.

UF/IFAS operates under the leadership of Vice President Dr. J. Scott Angle and Associate Vice President Dr. Jeanna Mastrodicasa.

The University of Florida's Institute of Food and Agricultural Sciences (UF/IFAS) is a federal-state-county partnership dedicated to developing knowledge in agriculture, human and natural resources, and the life sciences.

UF/IFAS fulfills the university's land grant mission - working to enhance and sustain the quality of human life through its research facilities, Extension services offered in every Florida county, and top-ranked education at the UF College of Agricultural and Life Sciences.

These endeavors combined contributed \$149.6 billion to the state economy in 2018. From that figure, UF/IFAS specifically contributed \$458 million.

In addition, research, teaching, and Extension efforts help sustain and support 8,862 jobs across the Sunshine State. Specifically, UF/IFAS employs more than 2,000 faculty and staff statewide, including 375 Extension agents. These professionals work from UF/IFAS offices in each

AN EQUAL OPPORTUNITY INSTITUTION