

DOCUMENT RESUME

ED 266 923

RC 015 649

**TITLE** Community Development...FFA Style. BOAC Committee Handbook.

**INSTITUTION** Future Farmers of America, Alexandria, VA.

**SPONS AGENCY** Department of Education, Washington, DC.; Reynolds (R. J.) Industries, Inc., Winston-Salem, NC.

**PUB DATE** [84]

**NOTE** 32p.; For related documents, see RC 015 646-648.

**PUR TYPE** Guides - Non-Classroom Use (055)

**EDRS PRICE** MF01/PC02 Plus Postage.

**DESCRIPTORS** \*Committees; Community Development; \*Cooperative Planning; Experiential Learning; Improvement Programs; Leadership Training; Learning Activities; \*Program Development; Program Guides; \*Rural Development

**IDENTIFIERS** \*Building Our American Community Program; \*Future Farmers of America

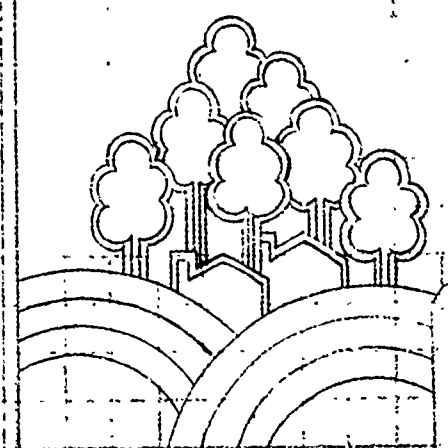
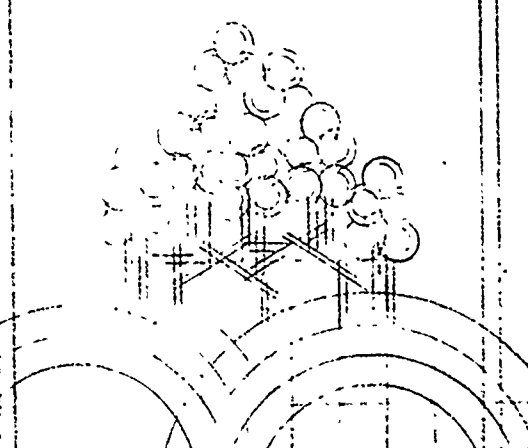
**ABSTRACT**

Although useful for any community development planning team, this handbook is designed to assist Future Farmers of America chapter committees in coordinating Building Our American Communities (BOAC) projects. Ten steps for successful chapter participation in the BOAC program are outlined. These steps include selecting the BOAC committee and chairperson, becoming familiar with the community development program, identifying/studying community needs, selecting a high priority BOAC project, planning the project, implementing the plan, publicizing the project, recognizing group and individual efforts and achievements, evaluating the results, and applying for chapter recognition. Ideas and resources are suggested for developing projects in the areas of agriculture, employment opportunities, community and natural resources, community environment, community services, and energy conservation. Sources of resource information, materials, and films for BOAC programs are listed. Individual and chapter eligibility, recognition, and award requirements are described. Award application forms and order blanks for community development films are provided. (NEC)

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# COMMUNITY DEVELOPMENT

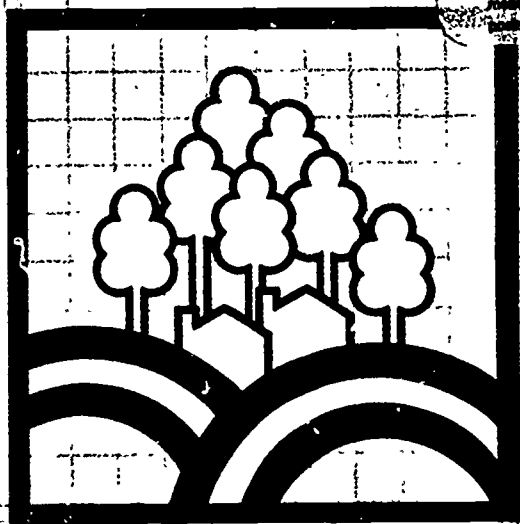
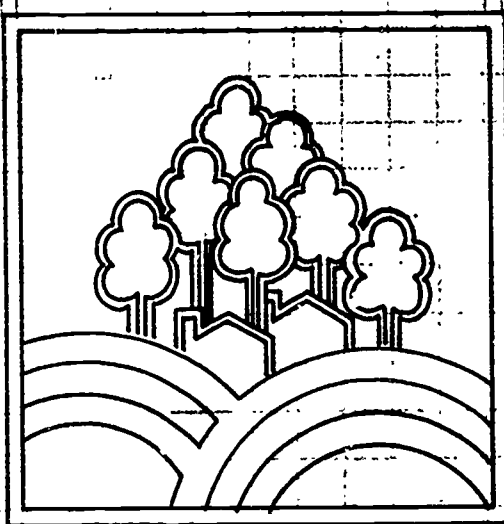
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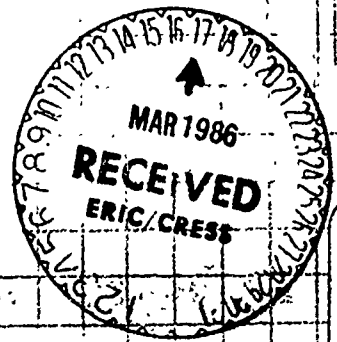
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**...FFA STYLE**  
BOAC COMMITTEE HANDBOOK  
[1984]

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*John E. Amick*

# **FORWARD**

## **VOCATIONAL AGRICULTURE TEACHERS**

### **A SPECIAL MESSAGE**

Since 1971, the BOAC program has grown into a nationwide and highly significant effort in community development. Over twelve thousand individual chapter BOAC projects have received area BOAC recognition - all completed by nearly 3500 local FFA chapters.

This BOAC Committee Handbook as well as the revised "Community Development-FFA Style" address the role of this program within the vocational agriculture curriculum. Aside from training young people about community development, this program can serve as a directed laboratory experience with your chapter's supervised occupational experience (SOE) programs. BOAC projects provide excellent hands-on teaching activities which build upon the vocational agriculture curriculum.

As young people face careers in agriculture, BOAC prepares them to join forces with their community - all of which can play a significant role in the future of development of their communities including its agriculture.

You are asked to read and study the remainder of this the BOAC Committee Handbook. This is a companion publication of the BOAC Instructor Manual, the BOAC Student Manual, and the BOAC Recognition and Awards application. There will be valuable information for you to consider in each of the publications and you are encouraged to make use of the publications. Valuable films on community development can be obtained on a free loan basis from the Venard Films Ltd. Order forms for the films and BOAC materials are included in the back of this publication.

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# INTRODUCTION

According to the 1980 census, rural America grew at a faster rate than cities for the first time since 1820. A "back to the land" movement was gaining momentum and aroused interest and contributed to the need for community development in rural areas. It was apparent that much needed to be done to maintain and enhance the quality of the environment for people and businesses in local communities.

Youth enrolled in vocational agriculture and FFA joined hands with other community groups in conducting projects which helped make their local communities better places to live and work. FFA chapters select BOAC projects which improve agriculture resources, community environment and facilities, community services, energy conservation, and local community planning. Nearly 1,600 FFA chapters annually conduct BOAC projects. Almost 20,000 projects have been carried out in the program's 13-year history.

The purposes of the FFA community development activity, Building Our American Communities (BOAC), are to contribute to:

1. developing active, experienced and knowledgeable community leaders and citizens;
2. developing a rural-urban balance by expanding and creating job opportunities, community services, and a better quality of living in rural communities; and
3. improving the social and physical environment in the cities, towns, villages and farm communities of rural America.

FFA members work with many individuals and groups in the community in carrying out BOAC projects. Volunteers have been indispensable in community development activities. Recent analysis has indicated that 37,000,000 volunteer workers contributed the equivalent of 3,500,000 people working full time.

The Rural Development Policy Act of 1980 was passed to improve the delivery of federal assistance to people who are interested in stimulating community development. The purpose of the act was to solve rural problems more effectively and efficiently by stimulating the economy and bringing more resources to bear on community needs. The act also provided for a twenty-five member National Advisory Council on Rural Development. The purpose of the council is to improve rural communities which also is an aim of the FFA. FFA chapters are requested to work closely with the Farmers Home Administration, Cooperative Extension Service, Soil Conservation Service, and other governmental agencies.

The support system for conducting BOAC projects is in place, and now is the time for FFA members to do their part in community development. The responsibility for coordinating the BOAC program should be assigned to a chapter committee. Some chapters include BOAC as a part of an existing standing committee, such as community service. Other chapters choose to establish a separate standing committee for BOAC.

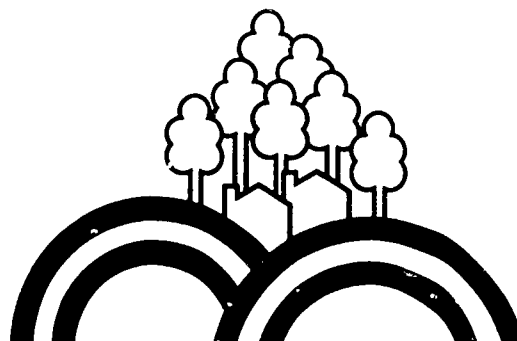
Under the leadership of the BOAC committee, the FFA chapter should collectively: identify and study community needs; select a high priority BOAC project; develop a plan for the BOAC project; publicize the BOAC project; recognize group and individual effort and achievement; and apply for chapter and individual member recognition.

This booklet has been developed to assist your BOAC committee in coordinating the project selected. You are asked to read and study this BOAC Committee Handbook. In addition, refer to the "Community Development-FFA Style," Student Manual. This manual contains information for your committee to consider in working with any community development effort.

# OBJECTIVES

The BOAC awards program is designed to accomplish specific learning, participation and achievement objectives. These are to:

1. Facilitate an understanding among students of the principles and fundamentals of community development;
2. Involve students in planning and implementing a chapter BOAC project or projects of their choice;
3. Help youth acquire knowledge and skills in community leadership for present and future uses;
4. Assist youth to become knowledgeable of and familiar with programs and resources of local, state and federal agencies that help communities solve problems; and
5. Further the economic development of agriculture/agribusiness and natural resources in the local community.



# BOAC PROGRAM—WHAT IS IT?

To accomplish the objectives listed for BOAC, FFA members need to become aware of and involved in their communities. Historically, FFA chapters have provided "services" to their respective communities. Chapter members would decide what, when, where, who, and how to provide these services. Other groups were mainly involved in "support of" rather than as a "part of" such projects. In contrast, BOAC was designed to encourage chapters to assume "catalyst" roles in their communities toward community development rather than merely service roles. Differences exist between these chapter roles in (1) the way projects are selected, (2) how FFA members and other groups are involved in conducting the project, and (3) the duration of the projects. Some of these differences are outlined below:

	<b>BOAC Project</b>	<b>Service Projects</b>
Selecting Projects	<ol style="list-style-type: none"> <li>1. Chapter serves as "catalyst"</li> <li>2. Community assessment made.</li> <li>3. Project selected by consensus with other school and community groups.</li> </ol>	<ol style="list-style-type: none"> <li>1. Chapter evaluates needs.</li> <li>2. Chapter selects projects to conduct.</li> </ol>
Conducting Projects	<ol style="list-style-type: none"> <li>1. Cooperative effort by chapter and other groups.</li> <li>2. Chapter doesn't do everything but provides "spark" for entire project.</li> </ol>	<ol style="list-style-type: none"> <li>1. Chapter does the work.</li> <li>2. Other groups involved only in support of project, usually financial support.</li> </ol>
Duration of Project	<ol style="list-style-type: none"> <li>1. Long-term projects.</li> <li>2. Involves setting long-term goals for community improvement and development.</li> <li>3. Establishes yearly plans for reaching long-term goals.</li> </ol>	<ol style="list-style-type: none"> <li>1. Short-term projects.</li> <li>2. Projects selected which can be completed during year.</li> </ol>

# CHAPTER ACTION GUIDE

The Building Our American Communities (BOAC) program can be a significant effort to provide for the development of the local community. To make a meaningful impact upon the community, the FFA chapter must plan ahead, identify community resources, get involved with other community groups, and challenge every member to be part of the action. Your chapter can be successful in the BOAC program by taking the following steps:

## 1. Select BOAC Committee and Chairperson

An initial step in planning and conducting a BOAC program is for the chapter to "organize for action". This means the chapter must determine how BOAC activities will be coordinated in the chapter. Chapters can either:

- a. establish BOAC as a part of an existing chapter standing committee, such as community service, or
- b. establish a separate BOAC standing committee.

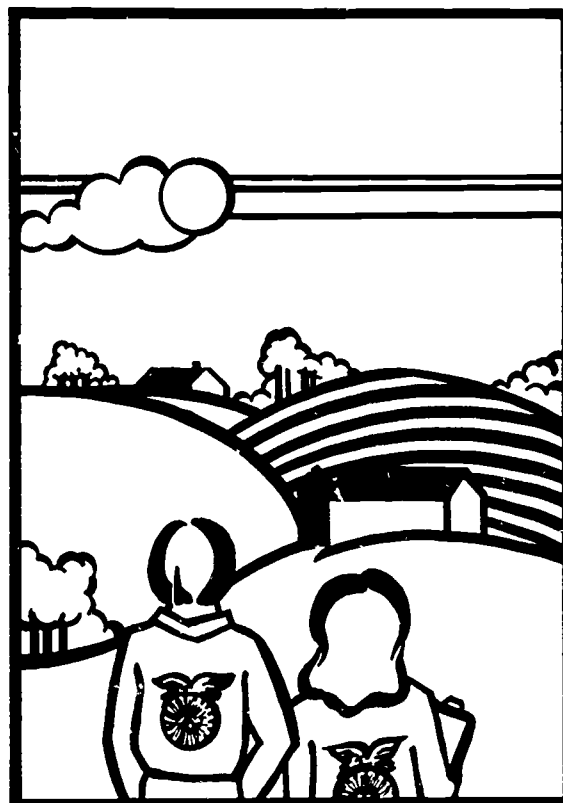
Several factors should be considered in deciding which alternative is most appropriate for your chapter. A resource entitled "POA Workbook" and published by the National FFA Organization will be helpful in evaluating these factors and making the decision.

Regardless of the committee name, the BOAC chairperson and committee members should be selected based upon their commitment to community development. The chairperson will provide the leadership skills needed in keeping the committee and chapter members working toward the successful planning, initiation, and completion of the BOAC project.

## 2. Become Familiar with the Community Development Process.

Chapter members need to understand how to work effectively in conducting comprehensive and viable BOAC programs. This involves learning about the community development process. In other words, members need to become acquainted with the "approved practices" in working in their communities.

The approach your chapter uses to familiarize members with the process largely depends on the amount of time spent on community development in the vocational agriculture class. If FFA members do not feel they have a good understanding of the community development process from their class instruc-





tion, than other opportunities for learning the process will need to be provided. Ask your vocational agriculture instructor for suggestions on how you might conduct informational sessions for chapter members. These sessions could be built into chapter meetings, special meetings and/or committee meetings.

A student manual entitled "Community Development—FFA Style" has been published by the National FFA Organization to help FFA members become acquainted with the community development process. Your vocational agriculture instructor should have a copy of this manual, but if not, it can be ordered from the National FFA Supply Service, P.O. Box 15160, Alexandria, VA 22309.

### **3. Identify and Study Community Needs**

An initial step in the community development process is to identify and assess the needs of your community. Two films have been developed to help set the stage for your chapter.

Show the BOAC films "Hometown America" and "Consider the Possibilities" and discuss how they relate to your chapter. They can be ordered on a free-loan basis from Venard Films Ltd., P.O. Box 1332, Peoria, Illinois 61654. Phone: (309) 699-3911.

A community survey should be conducted which is based upon an accurate sampling of the community. Chapter III in the student manual, "Community Development—FFA Style," provides helpful suggestions and tips on identifying community needs. Use the information to develop a listing of the questions your chapter members should ask in surveying their community.

After collecting the information and completing the surveys, an assessment should result in ranking the problems, needs, and goals in their order of importance or urgency to your community.

### **4. Select a High Priority BOAC Project**

After you have identified community needs and discussed a long-range community development plan, it is time to select a BOAC project. The possible BOAC projects should be considered and prioritized. The highest priority project is selected after cooperative efforts with other community groups are explored, and an analysis is made of the economic, technical, social, political, and ethical impact of the project.

Chapters IV and V in the student manual, "Community Development—FFA Style," deal with identifying and deciding on projects. Review the questions at the end of each of these chapters and discuss how the points emphasized relate to needs in your community. Since it is difficult to accomplish all that you would like to do, prioritize the projects so that they fit into the long-range plans established for the community.

### **5. Plan the BOAC Project**

When the BOAC project has been selected, it is important that a well-thought-out action plan be developed. The plan of action should include what the chapter plans to do and also how others might contribute to the plan. Review Chapter VI in the student manual "Community Development-FFA Style." Brainstorm with committee members or perhaps the chapter membership as a whole and identify key steps in completing the BOAC project.

After discussing possible approaches, a plan should be written and should include the following provisions:

- a. identify several ways that you might approach your BOAC project;
- b. examine each solution in order to determine if it is correct under the following standards: technical, economical, social, political and ethical;

- c. determine what resources are available to help develop the project;
- d. develop a project plan and a work schedule for completing the project;
- e. prepare a budget and arrange for financing; and
- f. identify four or five individuals and/or community groups who will assist with the BOAC project.

Once the plan has been established, the committee responsible for BOAC should secure approval of the plans from the chapter membership. Consensus should be reached by the membership and commitments to the project obtained. BOAC is a chapter award program and attempts to involve the entire membership should be made.

### **6. Implement the Plan**

Thus far, nothing has really happened to better the community. Now is the time to go to work! Chapter VII in the student manual, "Community Development—FFA Style," discusses techniques for making things happen. Advice and suggestions are included in Chapter VII which will help you transform plans into realities.

### **7. Publicize the BOAC Project**

It is important that the public be informed of your BOAC project. The success of any BOAC project is related to the support given the project by the members of the community. Use the newspaper, radio, television and other means of disseminating information on the BOAC program.

An excellent BOAC Media Kit has been developed and can be obtained by writing to: BOAC, Corporate Public Relations, R.J. Reynolds Industries, Inc., Winston-Salem, North Carolina 27102.

### **8. Recognize Group and Individual Effort and Achievement**

BOAC is designed to develop leadership skills and emphasize volunteerism through the community development process. To help insure the continued involvement by groups and individuals in community development, it is imperative that proper recognition be given to those who have made significant contributions to community development. Certificates for recognizing individuals and application forms for individual member awards are included in this handbook and the award application materials.

### **9. Evaluate the Results**

An important step in completing any activity involves evaluating the results. This is especially true for BOAC projects since the projects are part of long-term efforts.

Chapter VIII in the student manual, "Community Development—FFA Style", addresses the task of learning from what we did. Key questions are identified which should be answered in evaluating the project. The committee responsible for coordinating the BOAC project should periodically review the BOAC activities in regard to these questions. Notes and comments should be made in writing and copies filed for chapter and committee use.

### **10. Apply for Chapter Recognition**

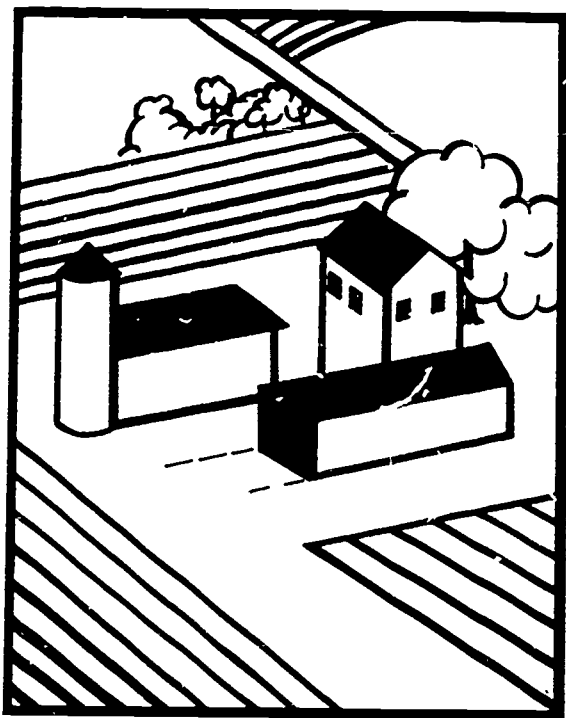
Every chapter should apply for the BOAC awards. The BOAC report form should be completed and submitted to the appropriate FFA officer, advisor, or supervisor for area recognition. Chapter and individual member recognitions can help to increase interest and create enthusiasm for future BOAC projects.

# IDEAS FOR CHAPTER ACTION

## Developing Agriculture

American agriculture is the nation's largest and most basic industry. The U.S. provides the world with about 14 percent of its wheat, more than 33 percent of its feed grains, and 65 percent of its soybeans. Nevertheless, agriculture still has some problems. Concerns about agriculture include soil erosion, loss of farm land, water shortages, the farm economy, and marketing, both domestic and international.

1. How is agriculture important to your community?
2. What are the main issues that face agriculture in your community?
3. How can leadership solve agricultural problems in your community?
4. How can you promote agriculture in your community?



## Ideas for Action

1. Determine the need for and establish market outlets for farm products.
2. Demonstrate efficient crop and livestock production practices.
3. Carry out a campaign to promote new livestock or crop production practices.
4. Develop promotional materials such as agricultural brochures, news releases, radio and television programs.
5. Help organize cooperatives for production and marketing of agricultural products.
6. Demonstrate the use of microcomputers in agriculture.
7. Organize and operate a production or processing facility for agricultural products.
8. Develop farm production financing alternatives for beginning farmers.
9. Assess the impact of agriculture on the local community and present the results to the public.

## Resources

Farmers Home Administration  
Cooperative Extension Service  
Soil Conservation Service  
Livestock Breed Associations  
Crop Improvement Associations  
Production Credit Association  
Agricultural Stabilization and  
Conservation Service  
State Departments of Agriculture

## Developing Employment Opportunities

Young people desiring to remain and work in agriculture have a major stake in their community's effort to develop job opportunities. Local leadership must meet this challenge. Increasingly, members of farm families seek employment off the farm to add to their income.

What jobs are available in your community?

How many jobs are needed in the future?

How can new jobs be developed in agriculture and in the industries in your community?



What part-time jobs are available to supplement farm income?

## Ideas for Action:

1. Determine the job opportunities and manpower skills needed in the community.
2. Conduct an educational tour of nearby agricultural businesses and industries.
3. Organize a "career day" for high school students.
4. Establish and operate a placement service for students who want summer or after-school work.
5. Initiate or cooperate with an effort to attract business and industry to your community.
6. Develop news stories, radio and TV programs to inform the public about the community's potential.
7. Assist the local employment office in providing employment services for youth.

## Resources

Cooperative Extension Service  
Chamber of Commerce  
Counselors  
Local Employment Offices  
Civic Clubs  
Job Training Centers  
State Economic Development Agencies

## Community and Natural Resources

Resource development and utilization is essential to provide a continuing economic and social base for the community. It is imperative, though, that future community development protect, enhance and improve the natural resource base.

What community resources do you have that can be developed?

Have they been developed in a way that is in the public interest and protects the environment?

Can the community's resources be utilized to better advantage?

What can young people do to both develop and conserve community resources?

### Ideas for Action

1. Analyze the potential for further processing of community products.
2. Initiate or cooperate in establishing a non-profit community development corporation with the aid of the FFA Alumni Association, civic leaders, businessmen and farmers.
3. With the aid of the FFA Alumni Association, form a corporation, issue stock, and start a community based business.
4. Visit with your local banker, the Small Business Administration or the county supervisor of the Farmers Home Administration to learn about the assistance furnished for financing business.
5. Initiate a project to make forest lands, woodlands and shelterbelts more productive for their owners and the public.
6. Plan a community products exhibit for use at community and county fairs and meetings.



7. Develop community products promotional brochures, news releases and/or radio and television programs.
8. Examine financing available in your community for local business and industries; prepare and carry out programs to publicize this information.
9. Design and carry out a program or programs to encourage soil conservation among farmers in your community.

### Resources

Soil Conservation Service  
Agricultural Stabilization and Conservation Service  
Cooperative Extension Service  
U.S. and State Forest Services  
Small Business Administration  
Farmers Home Administration  
Environmental Protection Agency

## Community Environment

Clean air, open space, and natural beauty are attractive features of many rural communities. These features are enhanced by clean, well-kept and attractive homes and public buildings. An attractive physical environment can lead to the acceptance of new business and industries into your community.

1. What needs to be done to make the community more attractive?
2. What can you do about it?
3. Where can you get the resources?
4. How can you involve the whole community and get some action started?



## Ideas for Action

1. Remove obsolete road signs and request owners to repair others.
2. Conduct a project to landscape and beautify public grounds, streets and walks.
3. Cooperate with local businessowners to renovate, paint and landscape businesses.
4. Plan a community-wide home, farmstead and roadside litter cleanup and beautification program.
5. Plan a community contest with awards for:
  - a. Most attractive flower beds.
  - b. Best residential landscaping or shelter belt.
  - c. Most attractive business or residential street.
  - d. Most attractive farmstead.
6. Conduct a tour of demonstration homes to inspect grass sod, foundation plantings and tree selection and placement.
7. Plan and conduct a series of classes on: (a) tree identification and selection, (b) disease identification and herbicide application (c) planning, selecting and planting foundation shrubbery, (d) home site soil problems and (e) planting lawns.

8. Assist, or cooperate with, a local agency, such as county or city government, to research and solve an environmental problem such as solid waste disposal, sewage disposal, hazardous waste disposal.
9. Prepare a map detailing sources of pollution in the community and organize a cleanup campaign.
10. Prepare news stories, radio and TV programs on pollution, environment and the ecosystem as a public service program.

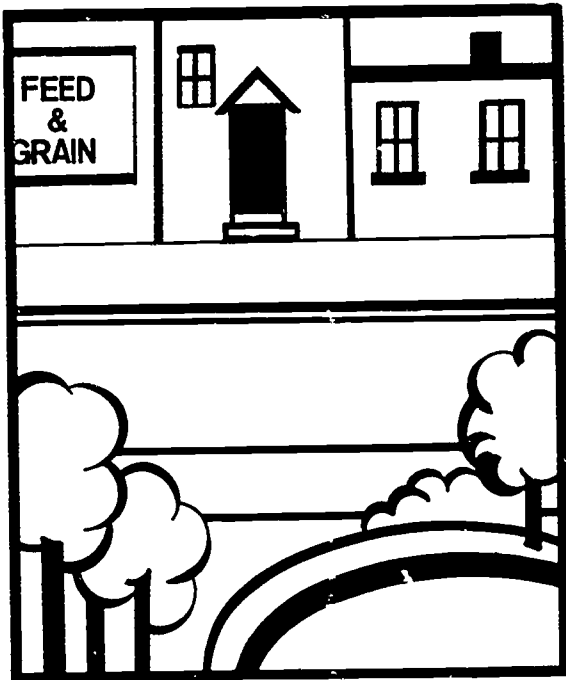
### **Resources**

Cooperative Extension Service  
Garden Clubs  
Civic Clubs  
Chamber of Commerce  
Soil Conservation Service  
Local Environmental Leaders  
Environmental Protection Agency  
State Departments of Pollution Control  
and Ecology

## Community Services

FFA members should be alert to community service needs so that they can help plan and provide for those facilities which will make the community a better place to live. Better recreation, jobs, housing, schools, cultural and health facilities make the community more attractive to citizens and potential industry.

1. How adequate are the public utilities in the community?
2. How can improved housing aid community development?
3. What needs to be done in the community to provide sufficient recreational facilities?
4. Do health services need to be improved in the community?



## Ideas for Action

1. Prepare a plan with maps for a new or more adequate community water and/or sewer system with projections for growth. Present findings to local government officials and community leaders.
2. Make a comprehensive survey of community housing needs.
3. Survey and analyze the potential of each of the recreational resources available in the community, and become involved in developing recreational services.
4. Make an inventory of community health resources in cooperation with local health groups, and become involved in providing selected health services.
5. Plan first aid classes in cooperation with the local Red Cross, county medical society or health department.
6. Cooperate with local agencies in examining services for the elderly in your community, or in providing such services.
7. Examine needs for and access to community services and present their case to local governments.

## Resources

Farmers Home Administration  
Cooperative Extension Service  
Local Health Associations



## Energy Conservation

To assure a nation free of energy dependency, FFA members are among those developing programs for energy conservation. Each local community has an opportunity to help solve energy problems through the use of solar and other innovative sources of energy. Available energy can be the difference between a viable community and a dying town, between thriving businesses and industry and high unemployment, and between productive agriculture and barren land. Identifying community needs, locating energy and other resources, and making a workable plan for the future will help assure a strong and independent America.

What energy conserving practices are being used in the community?

What sources of energy are being used in the community?

What is the use of solar or other innovative energy sources in the community?

Can energy be utilized more efficiently in the community?

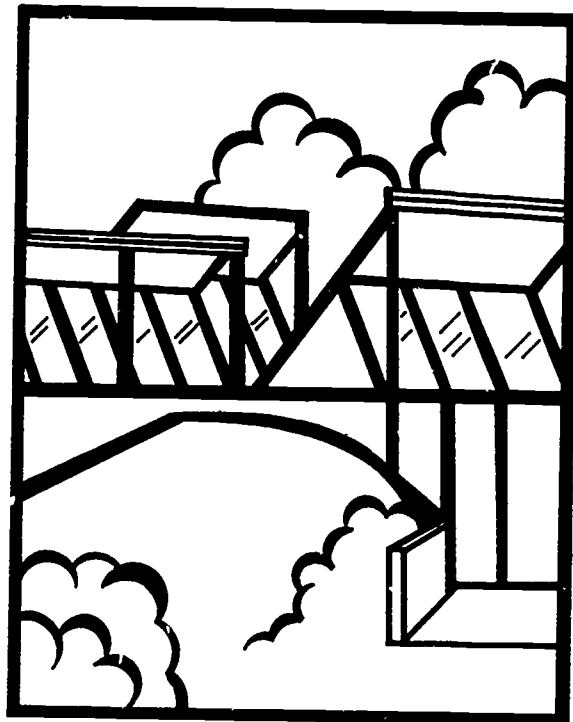
## Ideas for Action

1. Conduct energy conservation programs for elementary schools, secondary schools and community groups.
2. Provide an energy needs assessment for your community.
3. Establish model energy conservation projects such as solar collectors and wind generators.
4. Conduct a community energy conservation seminar for community leaders.
5. Assist elderly people in making their homes more energy efficient.
6. Conduct home energy audits using an appropriate energy conservation check list.

7. Sponsor an energy-saving contest among community groups.
8. Develop a community tour of energy-efficient farms, homes and businesses.
9. Conduct an energy conservation workshop for community residents.
10. Conduct an energy conservation radio program.

## Resources

Farmers Home Administration  
Cooperative Extension Service  
Senior Centers or Organizations of the Elderly  
Local Innovative Energy Firms



# RESOURCE INFORMATION FOR BOAC PROGRAMS

R.J. Reynolds Industries, Inc. is the sponsor of the BOAC program as a special project of the National FFA Foundation. The R.J. Reynolds Industries, Inc., sponsorship includes the instructional manuals, resource handbooks, application forms, slides, films, and a media kit for BOAC programs. In addition, their sponsorship includes the "Achievement in Volunteerism" program. This "Achievement in Volunteerism" program recognizes the advisor and a member from each of the 51 state-winning BOAC chapters. The advisor and member receive an all-expense-paid trip to the National FFA Conference on Community Development held in Washington, D.C. each fall.

The U.S. Department of Agriculture provides technical support to the BOAC program. The Office of Rural Development Policy has been most helpful in supplying consultation and guidance to the BOAC program. The Farmers Home Administration and other agencies of the USDA have been very helpful in conducting BOAC programs at the local, state, and national levels. The following local offices of the USDA should be consulted when conducting local BOAC projects:

- Farmers Home Administration
- Soil Conservation Service
- Forest Service
- Cooperative Extension Service

Other governmental agencies which could be consulted in conducting BOAC projects:

- Department of Housing and Urban Development
- State Energy Department
- Science and Education Service
- Environment Protection Agency
- State and Federal Employment Offices

Organizations and individuals who are helpful in conducting BOAC projects could include:

- "Keep America Beautiful" Organization
- Garden Clubs
- Senior Citizens Associations
- Civic Clubs
- Chamber of Commerce
- Small Business Administration
- Agribusiness Firms
- Livestock Breeding Associations
- Crop Improvement Associations
- Health Associations
- Red Cross
- Local Community Leaders

BOAC Materials Available From:

- National FFA Supply Service
- P.O. Box 15160
- Alexandria, Virginia 22309
- Phone: (703) 780-5600
- BOAC Application
- Community Development—FFA Style - Student Manual
- EOAC Community Certificate
- BOAC Regional Winners A/V (new each year)

BOAC Films Available From:

- Venard Films Ltd.
- P.O. Box 1332
- Peoria, Illinois 61654
- Phone: (309) 699-3911
- Hometown America (BOAC film)
- Consider the Possibilities (BOAC film)
- State FFA Office
- The Game Plan - FFA Tackles Community Development

# INDIVIDUAL MEMBER ELIGIBILITY, RECOGNITION AND AWARDS

## Chapter Level

1. Nominees for "Achievement in Volunteerism" awards must be members of chapters in good standing and have participated in the BOAC project submitted for consideration.
2. Each chapter can nominate one member for the "Achievement in Volunteerism" award. Form III must be completed and submitted for a chapter member to be considered for the award.
3. Chapter winners will be recognized for the BOAC individual member award for "Achievement in Volunteerism" and will receive a certificate for their work.

## State Level

1. The chapter member nominated from the state winning BOAC chapter will be awarded a plaque at the State FFA Convention.
2. A \$200 check will be presented to the chapter of the state winning member for use with future BOAC activities.
3. The chapter member, along with the chapter advisor, will receive an expense paid trip to attend the National FFA Conference on Community Development.

## National Level

1. Members and advisors may not repeat attendance in the National Conference on Community Development.
2. State FFA advisors must certify state winners for national awards. In the event that the state winner and/or advisor cannot attend the National Conference due to eligibility requirements or other reasons, the state advisor is responsible for certifying an appropriate alternate(s).
3. Applications for national BOAC individual member awards must be post-marked on or before July 15 by State FFA Associations.
4. Ten national winners will be selected and recognized at the National Conference on Community Development. Part III of the applications will be used to assess and rank the state winners.
5. The top ten winners will be ranked by personal interviews, awarded a plaque and presented cash awards for use by their chapters in accordance with the following schedule: 1st place, \$1,000; 2nd place, \$750; 3rd place, \$500; 4th through 10th places, \$400 each.

# CHAPTER ELIGIBILITY, RECOGNITION AND AWARDS

## Chapter Level

1. All chartered local FFA chapters in good standing with state and National FFA Organizations are eligible to participate.
2. The community certificate included in the chapter guide is for presentation by the FFA chapter to groups or individuals in the community who have been actively involved with the chapter in making the surrounding area a better place in which to live and work.

## Area Level

1. Chapter must complete and submit, by a date specified by the state, Part I of the BOAC application.
2. Chapters answering yes to 12 or more of the 17 questions and otherwise completing Part I of the application form will be awarded area plaques at an appropriate FFA function in the state.

## State Level

1. Chapter must be complete and submit, by a date specified by the state, Parts I, II, and III, to be eligible for consideration for state and national level awards.
2. The top fifty percent of those chapters receiving area plaque will receive a state plaque. Selection will be based on information presented in Parts I & II (application form).
3. Chapters will be ranked gold, silver or bronze, as determined in the state, and will receive appropriate spurs to be attached to the state plaque. Spurs will be presented each ensuing year the chapter attains state recognition.
4. Awards will be made at the state convention. The highest Gold Emblem Chapter will be named as the state winner and will receive the Governor's Citation.

## National Level

1. Each state association may submit to the National FFA Office by July 15, at least two chapters or ten percent of all chapters receiving area awards.
2. No additional materials may be added to the application, except those allowed by item 8 in Part II.
3. Chapters submitted for national consideration will be recognized at the national convention as Gold, Silver or Bronze Emblem BOAC chapters. These chapters will receive the national plaque and appropriate spur. Additional spurs will be awarded each ensuing year the chapter attains national recognition.
4. One state winner from each FFA region will be selected as the regional winner. The national winner will be selected from among the four regional winners and receive a special national citation.
5. Each of the four regional winners will be presented a \$250 cash award. The programs of each of the four regional winners will be presented as part of the BOAC pageant at the National FFA Convention.

# NATIONAL CONFERENCE ON COMMUNITY DEVELOPMENT

The National Conference on Community Development will be held each September in Washington, D.C. All expenses for coach class airfare (arranged by National FFA) or car mileage (whichever is less), hotel rooms, meals, tours and the conference program for the state winner and their respective vocational agriculture teacher/FFA advisor, will be paid by the National FFA Foundation's BOAC sponsor - R.J. Reynolds Industries, Inc., of Winston-Salem, North Carolina.

The purpose of the conference is to provide an advanced educational program on community development. Conference participants will be encouraged to participate in various state and local conferences as resource persons on community development. Materials presented may be utilized in the enhancement of future chapter BOAC programs.

The conference will include a recognition luncheon for national winners, discussions and visits with congressional representatives, educational programs on community development by specialists and officials from the U.S. Department of Education and U.S. Department of Agriculture.

# BUILDING OUR AMERICAN COMMUNITIES (BOAC)

## APPLICATION FORM

Chapter \_\_\_\_\_

State \_\_\_\_\_ High School \_\_\_\_\_

Address of School \_\_\_\_\_

School Phone \_\_\_\_\_ Enrollment in High School \_\_\_\_\_

Enrollment in Vocational Agriculture \_\_\_\_\_

Total FFA Membership \_\_\_\_\_ This report for the year (date) \_\_\_\_\_

Beginning \_\_\_\_\_ Ending \_\_\_\_\_

BOAC Project Name: \_\_\_\_\_

### **PART I CHAPTER PARTICIPATING FOR AREA AWARD** (Completion of Sections A, B, C is required)

A. Chapter Member Nominee for FFA BOAC Individual Achievement in Volunteerism Award:

Name \_\_\_\_\_ Address \_\_\_\_\_

B. Briefly describe the chapter BOAC project for this year:

C. Answer "yes" or "no" to the following 17 questions: Answering "yes" (meaning the chapter completed these items within the reporting year) to twelve or more questions in Section C, plus the completion of Sections A and B, will qualify the chapter for the Area BOAC recognition.

Answer Yes or No	Standards or Goals for BOAC Chapter Participation
_____	1. Did your chapter attempt to identify your community's boundaries (social, economic, political, etc.)?
_____	2. Did your chapter identify the agriculture and non-agriculture employment patterns in the community?
_____	3. Was community development taught as a part of your instructional program?
_____	4. Were the needs and resources of the community identified and discussed by the chapter?
_____	5. Did your chapter review and discuss community development needs, resources and activities with local representatives of state and federal agencies? (Farmers Home Administration, Extension Service, Soil Conservation Service, etc.)

- \_\_\_\_\_ 6. Did the chapter explore possible cooperative community development efforts with other groups in the community?
- \_\_\_\_\_ 7. Did the chapter contact former FFA members in the community (FFA Alumni) to obtain assistance and support for your BOAC project?
- \_\_\_\_\_ 8. Did your chapter consider how your project would contribute to the long range development of your community?
- \_\_\_\_\_ 9. Was the BOAC project selected by your chapter one of several alternatives considered?
- \_\_\_\_\_ 10. Did you prepare and carry out a plan for obtaining needed resources?
- \_\_\_\_\_ 11. Did you prepare and carry out a step-by-step action plan?
- \_\_\_\_\_ 12. Did you organize chapter members participating in the BOAC project into teams and assign responsibility for tasks?
- \_\_\_\_\_ 13. Did you involve community leaders and other community groups in the planning and implementation of your project?
- \_\_\_\_\_ 14. Did your chapter prepare a detailed cost estimate for completing the project?
- \_\_\_\_\_ 15. Did you prepare and carry out a plan for the use of the media in publicizing and promoting the BOAC project?
- \_\_\_\_\_ 16. Did your chapter identify and recognize local leaders who provided outstanding service to the chapter in its BOAC project activities?
- \_\_\_\_\_ 17. Did you conduct a "how could we have done it better" evaluation after completing the project?

## **PART II: CHAPTER PARTICIPATION FOR STATE AND NATIONAL AWARDS**

### **1. Identifying and Studying Community Needs**

List the steps your chapter used to determine the needs of your community:

### **2. Selecting the Project**

a. Why did the chapter select the project?

b. List the objectives of the project.

c. How does this activity contribute to long range community development?

**3. Planning the Project**

- a. Describe how chapter members were involved in planning the project
  
- b. What steps were identified to complete the project?

**4. Mobilizing Needed Resources**

- a. List the resources used, their scope and how each resource was obtained

Project Resource	Scope	How Obtained

**5. Involving the Community**

- a. List steps taken to obtain community support and involvement.

- b. List below those school, agricultural and other community groups involved in the project and explain how they were involved.

NAME OF GROUP	NUMBER OF MEMBERS INVOLVED	HOURS CONTRIBUTED	DESCRIPTION OF INVOLVEMENT
FFA CHAPTER			
TOTAL XXXXXXX			XXXXXXXXXXXXXXXXXXXXXXXXXXXX



## 6. Implementing the Project

- a. How many FFA members were involved in the project? \_\_\_\_\_
- b. How many "FFA member" hours were spent on the project? \_\_\_\_\_  
(Ex. 50 members working x 6 hours each = 300 FFA member hours)
- c. Describe this year's BOAC project in terms of specific accomplishments such as concrete tangible products, costs, improved services facilities or conditions.

**7. Informing the Public**

List the types of information provided to the community on the project (radio, TV, posters, civic club meetings, school assemblies, newspaper articles and others).

PUBLIC RELATIONS METHOD	NUMBER	PUBLIC RELATIONS METHOD	NUMBER
(Example) Radio	2 - 10 minute interviews		

**8. Supporting Material**

The application may include six but not more than 12 photographs on your chapter's one major community development project, either color or black and white. Captions describing each photograph are limited to 50 words. The National FFA organization reserves the right to retain and use accompanying photograph(s) for publicity purposes. No additional materials may be added to this application.

**Certification:**

We certify that the claims and information submitted on behalf of the chapter are accurate.

\_\_\_\_\_ Chapter President

\_\_\_\_\_ BOAC Committee Chairman

\_\_\_\_\_ Chapter Advisor

\_\_\_\_\_ School Official

\_\_\_\_\_ State FFA Advisor  
(if submitted for national award)

This chapter is ranked \_\_\_\_\_ out of the \_\_\_\_\_ applications being forwarded for national rating.

Did this chapter qualify for a Governor's Citation \_\_\_\_\_ yes; \_\_\_\_\_ no; if yes, what was the date it was presented?

\_\_\_\_\_ (Date)

\_\_\_\_\_ State FFA Advisor

### PART III

## NOMINATION OF INDIVIDUAL MEMBER FOR THE BOAC "ACHIEVEMENT IN VOLUNTEERISM AWARD"

Name of Nominee: \_\_\_\_\_

Home Address: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

FFA Chapter: \_\_\_\_\_ School: \_\_\_\_\_

Address: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

Name of the Chapter BOAC Project: \_\_\_\_\_

This nomination is based upon the community development skills possessed by the chapter member nominee and his or her leadership performance in BOAC project. Describe the degree of involvement and major activities of the nominee with respect to the following chapter steps in conducting the BOAC project: (No supportive materials may be added to this application.)

Identifying and Studying Community Needs

Selecting the Project

Planning the Project

**Mobilizing Needed Resources**

**Involving the Community**

**Implementing the Project**

**Informing the Public**

**Certification:**

We certify that the claims and information submitted are true and accurate.

\_\_\_\_\_  
**Chapter Nominee**

\_\_\_\_\_  
**School Official**

\_\_\_\_\_  
**Chapter Advisor**

\_\_\_\_\_  
**State FFA Advisor**  
(If submitted for national award)

# ACKNOWLEDGEMENTS

The Building Our American Communities (BOAC) Program was initiated in 1971. Since that time significant growth has taken place. This growth would not have been possible without the personal commitment of many groups and individuals. The United States Department of Education and the United States Department of Agriculture have supported the BOAC program since its inception. The National Vocational Agriculture Teachers Association has endorsed the program and vocational agriculture teachers, teacher educators and State Supervisors of Agricultural Education have worked as a team in implementing the BOAC program in the secondary schools of the nation. The Future Farmers of America chapters serve as the vehicles of implementation.

This is one of three revised publications in the Community Development-FFA Style series: Teachers Manual, Student Manual, and Committee Handbook. The Teacher and Student Manuals were written by Dr. James Clouse, Professor, Virginia Polytechnic Institute and State University and Dr. Lee Cary, Professor, University of Missouri. Dr. James Albracht, Associate Professor, Kansas State University, was responsible for the early development of the Committee Handbook. The Community Development-FFA Style revised editions have been tested by vocational agriculture teachers in four states. Appreciation is expressed to the following for reviewing the materials:

Kirby Barrick, Ohio State University  
William Conklin, Ostrander, Ohio  
Ron Crawford, Washington State  
Department of Education  
Delwyn A. Dyer, Virginia Polytechnic  
Institute and State University  
Jasper Lee, Mississippi State University  
John Leslie, Washington, D.C.  
Barbara Maipiedl, Virginia Polytechnic  
Institute and State University  
Lynn Rhodes, U.S. Department of  
Agriculture  
Dorris Rivers, Alexandria, Virginia  
Leon Snyder, Marion, Ohio  
Don Voth, University of Arkansas  
Bobby Waddell, Appomattox, Virginia

Special appreciation is extended to the R.J. Reynolds Industries, Inc. for funding the publications through a grant with the National FFA Foundation, and to Ted Amick for his administration of the National BOAC program.

## ORDER FORM COMMUNITY DEVELOPMENT FILMS

**ORDER FROM:**  
Venard Films Ltd.  
P.O. Box 1332  
Peoria, IL 61654

**SHIP TO:**  
NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
CITY: \_\_\_\_\_  
STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

Please reserve (Check One): \_\_\_\_\_ "Hometown America"  
\_\_\_\_\_ "Consider The Possibilities"

for the following date:

1st Choice: \_\_\_\_\_ 2nd Choice: \_\_\_\_\_  
(month) (day) (year) (month) (day) (year)

At the earliest possible date after \_\_\_\_\_  
(month) (day) (year)

## ORDER FORM BOAC MATERIALS

**ORDER FROM:**  
National FFA Supply Service  
5632 Mt. Vernon Memorial Highway  
P.O. Box 15160  
Alexandria, VA 22309

**SHIP TO:**  
NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
CITY: \_\_\_\_\_  
STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

### **BUILDING OUR AMERICAN COMMUNITIES SLIDE SHOWS**

Description: Illustrates the top four regional winning BOAC programs. Seeing what other chapters have done will help members think of possibilities for your community. Updated yearly—new show available after January 1. (12 minutes, 110 slides and cassette).

### **COMMUNITY DEVELOPMENT: FFA STYLE (STUDENT MANUAL)**

Description: A reference designed for FFA members which discusses how chapters can utilize the community development process in formulating a successful BOAC program.

QUANTITY	ITEM NO.	DESCRIPTION	PRICE EACH*	TOTAL PRICE
_____	SS-BOAC-84	1984 SHOW	_____	_____
_____	SS-BOAC-83	1983 SHOW	_____	_____
_____	SS-BOAC-82	1982 SHOW	_____	_____
_____	CDF COMMUNITY DEVELOPMENT FFA STYLE (STUDENT MANUAL)		_____	_____
<b>HANDLING CHARGES:*</b>			<b>GRAND TOTAL</b>	_____
\$15.00 or less (Add \$1.50)			<b>DISCOUNT</b>	_____
\$15.01 to \$50.00 (Add \$1.75)			<b>STATE TAX</b>	_____
\$50.01 to \$100.00 (Add \$2.00)			<b>HANDLING CHG.**</b>	_____
\$100.01 to \$200.00 (Add \$3.25)			<b>AMOUNT ENCLOSED</b>	_____
Over \$200.01 (Add \$3.75)				

\*CHECK PRICE IN CURRENT OFFICIAL FFA SUPPLY CATALOG

\*\*HANDLING CHARGES: 2% Discount for full payment accompanying your order.

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P.O. Box 1332  
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STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

Please reserve (Check One): \_\_\_\_\_ "Hometown America"  
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for the following date:

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(month) (day) (year) (month) (day) (year)

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\$50.01 to \$100.00 (Add \$2.00)			<b>HANDLING CHG.**</b>	_____
\$100.01 to \$200.00 (Add \$3.25)			<b>AMOUNT ENCLOSED</b>	_____
Over \$200.01 (Add \$3.75)				_____

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Winston-Salem, North Carolina

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Prepared and published as a service to the  
State and Local Vocational Agriculture Agencies  
by the  
**NATIONAL FFA ORGANIZATION**  
A national student organization  
*Chartered by Congress as an  
integral part of instruction in vocational agriculture*  
United States Department of Education  
Washington, D.C. 20202

CHAPTER  FILE  
**resource** UNDER  
SYSTEM 1.02