

Animal Project Journal & Financial Record



#2FM0265

INSTRUCTIONS

This form may be completed on your computer, using Adobe Acrobat Reader. If you don't have the latest version of Adobe Acrobat, you can download it for free at <http://get.adobe.com/reader>. If you do not wish to complete this form on your computer, you may print the pages you need, and write on the form.

ONLY PAGES 2 THROUGH 11 OF THIS DOCUMENT ARE YOUR RECORD FORM The remaining pages are extra pages that you may need to record additional information. This instruction page is not part of your record book and can be removed.

Your photo can be inserted directly into the form. Due to the limitations of Adobe, the image needs to be in a .pdf format, and will be resized to fit the space provided. Alternatively, if you don't have software to convert your image to a .pdf file, you may print your photo separately, and attach it to the page after you print it.

If you need additional space for any of the sections of the form, check the box at the end of that section, and add additional information on the appropriate page at the end of the form. Be sure to transfer subtotals to the appropriate section at the beginning of your record book. If you still require additional space, make a copy of this file and complete the appropriate section, saving that particular page to print when you compile your record book.

At the end of the year, when it is time to print out your record form, use your printer properties to print only the additional pages you completed. For example, use the format 2-11, 15 to print pages 2 through 11 (record form) and 15 (additional page).

Revised January 2016

Animal Project Journal & Financial Record

4-H Year: _____

#2M0265



MONTANA
STATE UNIVERSITY

EXTENSION



This Record Belongs to

County

Project Name

Years in the Project

My Photo

These are my project goals for this year.

Briefly describe your project goals for the coming year. Use only the space provided. Use your tab key to move to the next line.

Did you reach your project goals?

Briefly describe what happened throughout the year as you attempted to reach your goals. Use your tab key to move to the next line.

Animal Project Journal & Financial Record



Record ALL the activities you do in this 4-H project as you do them.

Include things such as: project meetings, workshops, field trips, work, trainings, shows, concerts, learning experiences... anything related to your project.

WHEN YOU DID IT... WHAT YOU DID... WHAT YOU LEARNED!

<i>Date</i>	<i>What You Did</i>	<i>What You Learned</i>

More activities are listed at the end of this record form.

Animal Project Journal & Financial Record



Value of Animal(s) Purchased/Owned/Possessed

Enter the value of animal(s) that you owned prior to beginning this project year or that you purchased or were given for this project.

Date	Description	Number	Purchased From/ Owned By	Weight	Unit Price	Market Value
Subtotal (this page)						
Subtotal (combined from additional pages)						
Total Market Value (TOTAL A)						

More animals owned at the BEGINNING of project are listed at the end of this record form.

Value of Animal(s) Owned at End of Project

Enter the value of animal(s) that you owned at the end of this project year.

Date	Description	Number	Weight	Estimate Value/ Price
Subtotal (this page)				
Subtotal (combined from additional pages)				
Total Estimated Value (TOTAL B)				

More animals owned at END of project are listed at the end of this record form.

Animal Project Journal & Financial Record



Feeding Record

Write the kind of feed at the top of the columns. Use the units (pounds, cwt, tons) that are most convenient for you, however be consistent. Also record how much the feed for each month costs. Use the chart to keep track of feed for all animals in this project.

Animal								
Kind of Feed								
Month	Amount	Price	Amount	Price	Amount	Price	Amount	Price
October								
November								
December								
January								
February								
March								
April								
May								
June								
July								
August								
September								
Totals								
Price/Unit								
Subtotal (this page)								
Subtotal (combined from additional pages)								
Total Feed Cost (TOTAL C)								

Comments

Record notes or other comments you have regarding this feeding record. Use the tab key to move to next line.

More feeding records are listed at the end of this record form.

Animal Project Journal & Financial Record



Market Animal Growth Record									
<i>Use this chart for <u>Market Animal Projects ONLY</u>.</i>									
<i>Name of Animal</i>	<i>Birth Date</i>	<i>Date Project Started</i>	<i>Start Weight</i>	<i>Date Project Ended</i>	<i>End Weight</i>	<i>Total Weight Gain</i>	<i>Total Days on Feed</i>	<i>Average Daily Gain</i>	<i>Feed Cost Per LB. Gain</i>

Total Weight Gain = Ending Weight MINUS Starting Weight
Average Daily Gain = Total Weight Gain DIVIDED BY Days on Feed

More market animal growth records are listed at the end of this record form.

Animal Project Journal & Financial Record



Expenses other than feed.

Record any other expenses such as taxes, marketing, transportation cost, show expenses, insurance etc.

<i>Item and Description</i>	<i>Cost</i>
Subtotal (this page)	
Subtotal (combined from additional pages)	
Other Expenses Total (TOTAL E)	

More expenses are listed at the end of this record form.

Animal Project Journal & Financial Record



Health Care Chart						
<i>Date</i>	<i>Reason for Treatment</i>	<i>How Administered</i>	<i># of Animals</i>	<i>Size of Dose</i>	<i>Cost Per Animal</i>	<i>Total Cost</i>
Subtotal (this page)						
Subtotal (combined from additional pages)						
Total Health Care Cost (TOTAL F)						

More healthy care records are listed at the end of this record form.

Animal Project Journal & Financial Record



Sales Record

Record the sale of your animal(s) or sale of goods from the animal (includes wool, etc.)

<i>Animal Sold</i>	<i>#</i>	<i>Date</i>	<i>Place Sold</i>	<i>Sale Weight</i>	<i>Selling Price</i>	<i>Total Sale</i>
Subtotal (this page)						
Subtotal (combined from additional pages)						
Sales Total (TOTAL D)						

More sales records are listed at the end of this record form.

Animal Project Journal & Financial Record



Production Record for Animal Breeding Project

Fill this out only if you are taking a breeding project, otherwise you may delete this page.

Dam ID	Date Bred	Sire ID	Date Offspring Born	Number Born		Average Birth Weight	Number Weaned		Number Sold	
				Male	Female		Male	Female	Male	Female

More breeding records are listed at the end of this record form.

Animal Project Journal & Financial Record



Project Summary			
Receipts		Expenses	
Value of animals at end of project TOTAL B		Value of animal(s) at the beginning of project TOTAL A	
Value of animals sold TOTAL D		Feed Costs TOTAL C	
Prize money received		Health Care Costs TOTAL F	
		Other Expenses TOTAL E	
Total Receipts		Total Expenses	
		Net Income: <u>Total Receipts</u> minus <u>Total Expenses</u>	

Comments

Record notes or other comments you have about this project.

I have evaluated my records and believe that they are accurate, complete and verify that this represents my own work.

4-H Club Member

Date

I have reviewed this record book.

4-H Club Leader

Date



The U.S. Department of Agriculture (USDA), Montana State University and the Montana State University Extension Service prohibit discrimination in all of their programs and activities on the basis of race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and marital and family status.



Animal Project Journal & Financial Record



Value of Animal(s) Purchased/Owned/Possessed (Continued)

Use this page as needed if you need extra room, otherwise delete it from your record. Transfer subtotal to previous page.

Date	Description	Number	Purchased From/ Owned By	Weight	Unit Price	Market Value
Subtotal Market Value (this page)						

Animal Project Journal & Financial Record



Value of Animal(s) Owned at End of Project (Continued)

Use this page as needed if you need extra room, otherwise delete it from your record. Transfer subtotal to previous page.

Date	Description	Number	Weight	Estimate Value/Price
Subtotal Estimated Value (this page)				

Animal Project Journal & Financial Record



Feeding Record (Continued)

Use this page as needed if you need extra room, otherwise delete it from your record. Transfer subtotal to previous page.

Animal								
Kind of Feed								
Month	Amount	Price	Amount	Price	Amount	Price	Amount	Price
October								
November								
December								
January								
February								
March								
April								
May								
June								
July								
August								
September								
Totals								
Price/Unit								

Subtotal Feed Cost (this page)

Comments

Record notes or other comments you have regarding this feeding record. Use the tab key to move to next line.

Animal Project Journal & Financial Record



Market Animal Growth Record (Continued)

Use this page as needed if you need extra room, otherwise delete it from your record.

Name of Animal	Birth Date	Date Project Started	Start Weight	Date Project Ended	End Weight	Total Weight Gain	Total Days on Feed	Average Daily Gain	Feed Cost Per LB. Gain

Total Weight Gain = Ending Weight MINUS Starting Weight
Average Daily Gain = Total Weight Gain DIVIDED BY Days on Feed

Animal Project Journal & Financial Record



Health Care Chart (Continued)

Use this page as needed if you need extra room, otherwise delete it from your record. Transfer subtotal to previous page.

Date	Reason for Treatment	How Administered	# of Animals	Size of Dose	Cost Per Animal	Total Cost
Subtotal Health Care Cost (this page)						

Animal Project Journal & Financial Record



Sales Record (Continued)

Use this page as needed if you need extra room, otherwise delete it from your record. Transfer subtotal to previous page.

Animal Sold	#	Date	Place Sold	Sale Weight	Selling Price	Total Sale
Sales Subtotal (this page)						

