

CFA Youth Feline Education Program

June 5, 2011

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This program is a CFA program. Hereafter, the CFA Youth Feline Education Program will be referred to as “The Program” in this document.

Mission Statement

The CFA Youth Feline Education Program’s mission is to nurture the compassionate qualities of interested youth for all animals through the teaching of basic information concerning the cat’s needs and diversities, thus enhancing appreciation not only for the cat, but all members of the animal kingdom. The program is intended for participants to reach their goals through a point system. Awards and recognition will be based on points accrued. This program will provide a fun, learning environment in which young people will develop skills and self-confidence that will enrich their lives in the years to come, in the animal professions or wherever their ambitions lead them.

Goals

The program is open to all children between the ages of seven and eighteen. The young person will grow as an individual and will increase their knowledge of felines and their care, increase their awareness of the CFA organization and put them on a path of life- long learning.

The CFA Youth Feline Education Program is comprised of three parts. Points will be given to participants in each part: Community Service, Education and Cat Show Preparation, Presentation and Participation.

The Program Objective

Participants will learn about good sportsmanship, cat care, breed standards, proper grooming and presentation as well as cat show protocol and will become valuable assets in the areas of responsible cat ownership, cat breeding and exhibiting cats as a positive, worthwhile activity in the future.

By introducing young people to the basics of proper feline health and nutrition, the concepts of breeds and standards, and the qualities of sportsmanship and interacting with the public, this program provides the basis for a lifelong love of the cat and the sport of exhibiting purebred and household pet cats.

Application Requirements

All prospective applicants to the Program must fill out an application to participate in the program and be scored for awards. The application will be available on the CFA web site under the CFA Youth Feline Education Program (yfep.cfa.org). A parent's signature is required to participate. The application must be submitted to the Chair of the Program. The effective date of enrollment is the day on which the application is received.

Show Season

Each show season begins May 1 and ends April 30 of the following year.

Participants

Recognizing that a large developmental range exists among young people, this program is divided into four divisions. The program is for children between the ages of 7-18 and still in high school. Exceptions are made for those who are physically or developmentally challenged and want to participate.

Each participant remains in the same Division through the entire show season, determined by the participant's age on November 1st of the show season. A child is eligible to begin participating and earning points in Division One as soon as they turn seven years old.

Division One: Cubs – seven through nine years of age.

Division Two: Lions – ten through twelve years of age.

Division Three: Cats – thirteen through fifteen years of age.

Division Four: Seniors – sixteen through eighteen years of age.

The CFA Youth Feline Education Program is comprised of three major areas:

1. Community Service

Volunteer and participate in the following:

- **Animal adoption fairs**
- **Animal rescue**
- **CFA Disaster Relief Program** and other approved disaster relief programs.
- **Free/low cost medical clinics**
- **No-kill shelters** – The participant can volunteer at a non-profit animal shelter (preferably a no-kill shelter) in their area. They should record the name and location of the shelter, and the date volunteered and have a representative at the shelter or other coordinator/leader document this service. Writing a short essay about the experience is an additional activity and is worth additional points.

2. Education

Participate in the following activities:

- **Attendance at educational seminars** – Seminars can include live webinars, live presentations and/or recorded seminars as approved. The participant will write a short essay about what they learned.
- **Assisting in a CFA Booth at a CFA-licensed event** – Duties include working in a breed booth, providing the public with information regarding the breed and answering questions concerning the show and pass out printed information. The participant will keep a record of the experience including the name of the cat breed, the booth representative, and the name and date of the cat show.
- **Breed presentation or assisting breed presentation at a CFA-licensed event.**
- **Clerking School** – Complete the clerking school and clerk at a show
- **Craftwork** – Any type of feline-themed craft work is acceptable. Other craftwork includes making articles to place in the raffle booth or making cat toys. Posters and/or drawings should be cat related, of the participant's own creation, and should be signed and dated. The participant must get permission from a show manager to display the poster at any CFA-licensed cat show. *Suggested Topics include: Welcome to The Cat Show, My Cat is a (Havana Brown); I Took my Cat to the Veterinarian; I am Getting my Cat Ready to go to the Show; This is my Cat; Grooming my Cat; Examples of the Types of Tabby Patterns; Breeds and their Native Countries Hybrid Breeds and their Parent Breeds; Learning about Feline Care, Nutrition and Feeding.*
- **Complete required reading material as assigned.**
- **Participate in oral and written testing.**
- **Written reports** – The participant writes a report on a breed of his choosing. The written reports such as a *Breed Report* should include information such as: the origin of the breed, tracking the breed down through history, a description of the breed in the member's own words, listing the prominent breeders of the breed, listing early cats of the breed, the dates they were shown or were used for breeding, the first Grand Champion of the breed if the information is available, and/or the first Distinguished Merit cat of the breed. The participant does not have to be exhibiting a cat of the particular breed.

3. Cat Show Preparation, Presentation and Participation

- Introducing young people to the concepts of breeds and standards, qualities of sportsmanship and interacting with the public, this program will provide the basis for the lifelong love of the cat and the sport of exhibiting pedigreed and household pet cats.
- **Assist or Ring Clerk:** Serve in the capacity as ring clerk or assistant ring clerk.
- **Bring a friend to a CFA-licensed cat show:** The participant brings a friend to a cat show in

which they participate. To count for point scoring, a friend will be counted once.

- **Cat-Showmanship (CS)** involves participation in structured, CFA-licensed Cat Show event. The participant may enter and exhibit a cat in the special *Cat Showmanship* class at those shows that offer it. This class will be held once during show hours. In a two day show it will be held on the first day of a two day show only. The participants will be asked to exhibit and present his/her cat and the special handling his/her cat requires. This class will be judged by a licensed CFA Judge or Judge's Designate*. (See Cat Showmanship section, page 6 for additional information).
- ***Note: Where appropriate, the word "Judge" can also mean an appointed Judge's Designate. The appointment of a Judge's Designate must be cleared and agreed upon with the Regional Coordinator and the participant.**
- **Breed Presentation:** The participant must enter and exhibit a CFA registered purebred cat or HHP. The same cat can be entered in both the *Cat- Showmanship* class and one of the competitive classes (Championship, Premiership, Kitten, HHP or Agility) at the same show. A participant can enter only one cat in the *Cat-Showmanship* class at a given show.
- **Short Talk:** The participant may enter either a CFA registered purebred or HHP. The participant may choose to give a short talk about his/her breed of cat and be prepared to answer not more than five questions about the cat.
- **Clerking/Assistant Clerking:** (Ring Clerk or Master Clerk) at a CFA- licensed event. This activity's record should include the name of the Show, Club, Show Manager, Master Clerk; the ring Judge* and ring type, and date of the show. **Assistant Clerking** – Working with a clerk at a CFA cat show as their assistant. This activity's record should include the name of the cat assisted, the name of the Show, Club, Show Manager, Master Clerk; the ring Judge and ring type, and date of the show. The participant must contact show management in advance regarding assisting at their show.
 - **The CFA Youth Clerking Program Evaluation Form can be completed and submitted. See CFA Youth Clerking Program Checklist for further information.**
- **Club Participation:**
 - The participant may choose to join his/her local cat club and must attend one or more scheduled meetings.
 - The participant may volunteer within their club to serve on a committee and work at show set-up.
 - The participant may volunteer at a cat show to assist clerks or any other duties assigned by the show manager such as serving as a Runner to collect the breed sheets and final sheets from the ring clerks and deliver them to the Master Clerk, or any other errands that the Master Clerk may ask.
 - The participant may volunteer to serve on a show committee or participate in a club activity as determined and agreed upon by the show manager and participant.
 - **The participant may enter and exhibit a cat in any regular competitive class** (Championship, Premiership, Kitten, HHP or Agility) offered at a CFA- licensed Cat Show. A competitive entry will be entered in the Judge's book in the same way as other entries in the show included in the count for its class, as part of its class, and will be eligible for all awards in its class.
- **Join the CFA Ambassador Program**
 - Upon proper application, the participant will receive the *CFA Ambassador Handbook*. The participant is required to read the handbook and write a summary report.
- Attend CFA-licensed Cat Show and be available to speak with, and answer questions from, attending spectators.
- At special shows, the participant can volunteer to give tours to groups of spectators at a show. Advance contact of show management is required to determine scheduled activities.
- The participant will keep a record which outlines: date joined, shows attended, (name, location and signature of adult who observed participation), and a summary list of extra credit activities completed.
- **Ring Steward** (minimum age 8 years, height at least 50 inches): A ring steward cleans and disinfects each judging

cage before cats are placed in the cages. Stewards may also perform other duties as requested by ring clerk or Judge, such as organizing flat ribbons, collecting cage numbers, organizing cage numbers, or delivering papers to Master Clerk. Participants must contact show management before the show.

- **The YFEP Steward Evaluation should be completed and turned in.**

- **Show/Health Journal** - The CS participant keeps a handwritten or electronic record of the cat they are showing. This should include the cat's health records (shots, vet visits, weight, etc.), the cat's personal information (birth date, name, breed, registration number [if applicable], color, pattern), and if the cat was shown in a competitive CFA class, a Show Record (name and date of show, Judge, rings, wins taken, cats defeated, etc.). The member's personal observations and statements are also appropriate for this journal.

Cat Showmanship Class

At a show that offers the *Cat Showmanship* class, participants may enter and exhibit a registered purebred cat or unregistered household pet in this class. The same cat may be entered in both the *Cat Showmanship* class and any one of the competitive classes (Championship, Premiership, Kitten, HHP or Agility) at the same show. A participant can enter only one cat in the CS class at a given show.

There are two options for the participant in the Cat Showmanship class. They can choose to do a "Breed Presentation" or they can choose "Short Talk."

For each show that offers the CS class, the Regional CS Chairperson will designate a CS Representative who will attend that show and ensure that the CS class runs smoothly.

The CS Representative for a show may be a CS Regional Representative, or if no CS representative can attend the show, a parent of one of the participants or another person designated by the Regional CS Chair can serve.

The CS participant may elect to do the Short Talk or the Breed Presentation with the CS Representative rather than with a Judge if they feel that they are not ready or would be uncomfortable working with a Judge. The CS participant should let the Regional Representative know of this requirement prior to the show.

Entries in the Cat Showmanship Class use the Cat Showmanship Entry Form (available on the CFA Web Site under RC-Youth CFA Program (www.cfa.com)). On the entry form, the participant must select either Short Talk or Breed Presentation.

The entry fee for an entry in the CS class is \$10.00 for a single cage; if the CS participant elects to have a double cage they must pay the club's published fee for the double cage.

If the participant is entered in a competitive class in show such as Kitten, Championship, Premiership or Agility, the club's published entry fee must be paid.

Entries must be submitted by the show's closing date and confirmation of the entry should be received from the entry clerk as a regular show entry. It is the CS participant's responsibility to contact the entry clerk and confirm that the entry was received.

The cat may be CFA registered or HHP and should have all its physical properties (with noted exceptions) as outlined in the CFA show rules.

Ownership: The cat may be owned individually or may be co-owned. The cat *must* reside in the home of the CS participant and the CS participant must be the primary person responsible for all aspects of the cat's care, including feeding, grooming, and all other care and presentation for the ring. Exceptions from this rule may be made on a case-by-case basis by the Regional CS Chairperson for Breed Presentations.

Cat Showmanship Entries

All clubs are encouraged to offer the special *Cat Showmanship* class. Clubs offering this class should coordinate with their respective Cat Showmanship Regional Representative. The club will accept a \$10.00 entry fee for entries in the CS class. This fee will cover the cost of printing the entry in the club's catalog, listing the entry in the Judge's* book, if applicable the Judge's* fee, and for furnishing a single-entry cage. If the cat is entered as an entry in a competitive class such as Kitten, Championship, Premiership or Agility, this \$10.00 fee is in addition to the club's published entry fee and will cover the cost of the extra one-half cage, where applicable. (Example, ½ cage for \$50 entry and extra ½ cage for \$10 entry fee.)

Entries in the CS class will not be included in the competitive show count unless entered in a competitive class.

If the entry clerk's software has a CS class option, entries in the CS class will be listed in the show catalog and in the Judge's* book, if applicable, under a single heading for *Cat Showmanship*, ordered by *Cat Showmanship* age divisions, with subheadings for breeds. Within each breed or division, entries may appear in any order. Household pets will be listed after all the breeds.

If the entry clerk's software does not have a CS class option, entries in the CS class should be entered as *Exhibition Only* in the show catalog and Judge's* book, if applicable and the special CS judging worksheet may be printed in the catalog.

Entries in the CS class will be shown in only the CS class. The CS committee will furnish the flat ribbons for the CS entry. Upon completion the Judge will award a **CS Participation Ribbon**, also furnished by the CS committee, plus an extra **CS Merit Ribbon**, if criteria are met.

Ring Clerks will be responsible for calling entries in the CS class to the ring when it is time to judge the class. As with other classes in the show, the ring clerk should bench CS entries in order, while separating adult males. There is no need for the ring clerk to mark the catalog when the CS class is judged.

The club is responsible for scheduling any breed presentations for the CS class. Ideally each presentation would be given during the CS class judging, but if the club feels this would slow up the show, breed presentations may be given before the show begins or around lunch break. If time is an issue, or if a Judge is not available at the chosen time, the club's CS Designate can oversee the breed presentations.

Judging Procedure

At a show that offers the special *Cat Showmanship* class, one Judge* will be chosen to judge the class. This Judge* will have the following responsibilities during the show:

- When the CS class is called to the ring, the Judge* will evaluate each CSentry according to the following criteria and hang a **CS Participation Ribbon**:
 - *Was the entry available for judging at the scheduled time?*
 - *Did the CS participant conduct him/herself in an appropriate manner for his/her division?*
- The Judge* will examine each entry in the CS class and hang a **CS Extra Merit Ribbon** on the entry showing sufficient merit. Each entry could receive up to two ribbons. The Judge* will evaluate each CS entry according to the following criteria:
 - *Were the claws properly clipped, ears and eyes clean?*
 - *Was the cat in good, healthy condition?*
 - *Was the cat properly groomed?*

***Note: Any non-registered cat must be neutered after eight months.*

- The Judge* will speak briefly with each participant who has been selected to have a **Short Talk** with him/her. The Judge* will ask the CS participant up to five questions drawn from the list of sample questions. If the Judge* is satisfied with the participant's answers, they will hang a **CS Extra Merit Ribbon** on the entry and finally they will fill out the participant's evaluation form.
- The Judge* will hear the presentation from each participant who has been selected to give a **Breed Presentation** in the Judge's* ring. If they are satisfied with the presentation, the Judge* will hang a **CS Extra Merit Ribbon** on the entry. Then they will fill out the participant's evaluation form.

The participant must choose to present either a **Short Talk or **Breed Presentation** as both activities cannot be done on the same day.

- During and after the CS class judging, the Judge* is encouraged to speak with the CS participants as a group. The nature of this interaction will depend on the Upon the Judge's* handling of the cat, they are encouraged to give pointers and instructions to further the education of the participant. Participants are encouraged to closely observe how the judge handles his/her cat and use this time to gain better handling skills for his/her cat.
- CS flats, CS rosettes, sample questions, and evaluation forms for participants giving a Short Talk or Breed Presentation will be provided to the Judge* by the CS Representative. After the judging is complete, the CS Representative will collect the evaluation forms.
- There is no need for the Judge* to mark his/her book for the CS class.
- The cat is **not** required to meet any breed or HHP standard as only the child is being evaluated.

The *Cat Showmanship* Class will be scheduled in the CS class on the first day of the show. The ring will be chosen by show management and printed in the catalog or distributed on the show schedule sheet. When it is time to judge the *Cat Showmanship Class*, all CS entries will be called up together as a single class. If the ring clerk does not call the cat's number in its proper sequence, the CS participant should politely and quietly tell the ring clerk so that it can be called up to the ring.

Before the CS class judging begins (either at the start of the show or when the class is called), the show's CS Representative will provide the Judge* with an evaluation form for each CS participant scheduled to give a **Short Talk** or **Breed Presentation** in that ring. Each evaluation form will have the entry number, and the participant's name, age, and CS division already filled in.

Entries in the *Cat Showmanship* class may be CFA registered purebreds or household pets. Whether or not the entry is CFA registered, the show qualities of the cat shall not be considered in the *Cat Showmanship* class.

Short Talk

In the **Short Talk**, a CFA Judge* will ask the CS participant a few short questions. The purpose of the Short Talk is to help encourage the child to speak comfortably in public and later advance to conducting the Breed Presentation. This activity is a gentle way to move the CS participant along in his/her education process and allow him/her to be comfortable speaking in public.

The CS participant will be informed before the start of the show which Judge* was selected to have the **Short Talk** with him/her. If the participant is uncomfortable with being asked questions by the Judge* or cannot be present at the scheduled time, the participant should immediately contact the show's CS representative and reschedule the Short Talk or arrange for the CS representative to perform the role of the Judge* in this activity.

The Judge selected to have the **Short Talk** will first judge the CS participant's entry as described in "*CS Class Judging Procedure*" above. After judging the entry, instead of simply hanging a *CS Extra Merit Ribbon*, the judge* will ask to speak to the CS participant.

The Judge* will ask the CS participant up to five questions drawn from the list of sample questions. If the Judge* determines that the CS entry has sufficient merit, and is satisfied with the CS participant's answers, they will hang the designated **CS Extra Merit Ribbon** on the CS entry. Finally, they will fill out the evaluation form corresponding to this entry.

At the end of the CS class judging, the Judge* will give all completed evaluation forms to the show's CS Representative who will distribute them to the participants.

Ideally, after the short talk activity, the participant who successfully completes this activity can earn up to a total of three ribbons for a total of 15 points.

Breed Presentation

A CS participant who wishes to give a Breed Presentation at a given show must enter a CFA registered purebred cat in the *Cat Showmanship* class and select "Breed Presentation" on the CS entry form. In the case of Breed Presentation, the participant may utilize a cat not owned by him/her.

To prepare for giving a Breed Presentation, the CS participant should study the CFA written standard of his/her breed and be able to describe its important features. The CS participant should also review the "Presentation Tips" handout and the list of sample questions.

The CS participant will be informed at the start of the show when his/her presentation has been scheduled. The time of the presentation is at the club's discretion. Ideally, each presentation would be given during the CS class judging in the ring; however, if the club feels this presentation would slow up the show, breed presentations may be given before the show begins or around a lunch break. If time is an issue, or if a Judge* is not available at the chosen time, the show's CS Representative can oversee the breed presentation.

When the CS participant is called upon to give the presentation, the participant will take the cat from the Judge's* benching area, bring it to his/her table, and give a prepared presentation on the cat's breed and its standard, using the cat on the table to show the features of what they are describing. The CS participant will be evaluated on his/her knowledge of the breed and general CFA rules and regulations, and his/her ability and skill in presenting the cats in the show ring. Upon completion of the speaking part of the presentation, the Judge* may ask the CS member up to five questions drawn from the list of sample questions.

Under **no** circumstances will the Judge* criticize the child's dress, their lack of confidence or their speaking ability as some children have speech impediments and they must not be penalized for it. If the Judge* is satisfied with the CS participant's breed presentation and answers to any questions that were asked, they will hang the designated **CS Extra Merit Ribbon** on the CS entry. Just as with the Short Talk, the Judge* will fill out the evaluation form corresponding to this entry. At the end of the CS class judging, the Judge* will give all completed evaluation forms to the show's CS Representative, who will distribute them to the participants.

Note: When several CS participants are giving Breed Presentations at a given show, the participants are not ranked against one another and are evaluated individually.

Ideally, after the short talk activity, the participant who successfully completes this activity can earn up to a total of three ribbons for a total of 15 points.

Scoring and Points Earned

Scoring will be based on each Participant’s number of completed activities in all **THREE (3)** areas: Community Service, Education, and Cat Show Preparation, Presentation and Participation. To be scored the Participant must fill out an Activity History Form noting the date, activity, location and signed by a show committee member, or another person in a leadership position if outside the show hall. The *Multi Activity Report Form* while not required, can also be completed and signed off.

Google sheets for each Participant will be made available by July 1. Participants are encouraged to record as they go. Activity should be submitted quarterly for review by the Regional Coordinators and/or Program Chair. Each Participant will also have an online folder where they can have supporting documentation uploaded and stored. Supporting documentation can include Activity History Forms, Multi Activity Report Forms, Show-Health Forms, pictures, evaluations, reports, etc. If a Participant/Parent is unable to upload documents, email the Regional Coordinator and/or Program Chair for uploading. The only people with access to these folders are the individual Participant/Parent, Regional Coordinators, and the Program Chair.

Deadline dates for submitting activity:

- 1st quarter September 10th (for period May 1 through July 30)
- 2nd quarter December 10th (for period August 1 through October 31)
- 3rd quarter March 10th (for period November 1 through January 31)
- 4th quarter/Final reports – May 10th (for period February 1 through April 30)

For any activity in which a supporting signature is not available, pictures should be taken and uploaded to folders. Note, these pictures may also be used in end of year presentations.

Credit will be given only for activities that take place on or after the Participant's enrollment date and only for activities as outlined and/or pre-approved by the Regional Coordinator and Program Chair. To be scored for any Regional or National Award, Participants must have completed at least three **(3)** activities, in any combination of the program areas or just one **(1)** program area.

Points

<u>Earning Points</u>	<u><i>This list is just a guideline and is not exclusive of the activities one can participate in. Points values are subject to change.</i></u>
10	Showing cat in competitive class (10 points each day per cat)
5	Reflective journal entry regarding shows entered at (5 points each day)
10	Short Talk or breed presentation (at a show or within an outside organization - school, Scouts, 4H, etc. not to include other registries (TICA, CCA, etc.)
10	Stewarding is worth ten points per day, per ring. To receive the total ten points, the Steward Evaluation Form must be completed and returned. Without the evaluation form, stewarding is worth 5 points.
10	Extra credit for stewarding two rings, each day
15	Clerk training per day (within program)
20	Solo clerk per day (within program)
5	Regional Celebration prep - email notifications (5 points per email)
5	Regional Celebration prep - proof for errors awards presentation slides (10 per presentation)
5	Create toys for judges, exhibitors, etc. (5 points per toy made)
10	Attendance at an education seminar

5	Attendance at a regional or annual banquet
10	Attendance at a regional meeting or annual delegate meeting
15	Participate as a delegate at the Annual meeting
10	Present at the Annual meeting (committee presentation, amendments/resolutions)
5	Community Service hour (5 points per hour of community service/Volunteer service)
25	Cattery visit
5	Artwork (per piece, drawing, etc.)
10	Show Set Up/Tear Down (10 points each)
5	Entry of cat related items (photography, presentations, artwork, crafts, etc.) in outside organization/competition
10	Blue ribbon earning of above entries (overrides 5 points for entry)
10	additional for above entries being selected for further competition/entry
10	completion of badge requirements within a cat project/curriculum (Girl Scouts/Boy Scouts)
5	Attendance at a club meeting
10	YFEP Information Board and/or banner on display at show (10 points per day)
10	International Show - points per day for participating in YFEP booth at International Show or assisting with another committee at the International Show
50	International Show - points overall for one youth who takes lead on coordinating activities of the YFEP booth at the International Show (including working with other youth members)
250	Cattery assistance in home - lump sum for season (includes standard cattery activities - litter pans, feeding, baths show/maintenance)
Extra credit	Over the season, extra credit projects may be made available. Points will be announced when the project is announced. These projects will be open to all to participate in, and those participating will receive the same value of points.
Extra credit special	Personal projects may qualify for extra credit points. Discuss your project with your regional coordinator and the chair of the program. An action plan for the project will be designed with expectations and goals. If all expectations are met, all points will be awarded. If only some expectations are met, a percentage of points will be awarded, to be decided by the Regional Coordinator and chair.
5	All other activities except otherwise designated are worth five points.
150	First NW in show season
125	Second NW in show season (consecutive NW's in a season will decrease by 25 points each win)
100	First RW in show season
75	Second RW in show season (consecutive RW's in a season will decrease by 25 points each win)
75	National Breed Win
25	Regional Breed Win (kitten, championship, premiership recognition)
25	Grand your cat

Awards Regional

Awards will be presented to the three (3) highest scoring Participants in each age division in each CFA region with Participants. Participants will be recognized in order by age division. All Participants attending the award

ceremony shall be recognized on stage even if they are not the highest scoring. At all Regional Awards Ceremonies, Participants who completed at least three (3) activities will receive a Certificate of Participation/Certificate of Achievement. The three (3) highest scoring Participants in each age division will also receive rosettes.

National

National Awards will be presented and to the three highest scoring Participants in each age division nationally. National Age Division Awards will be presented at the Regional Banquets. These awards will also be recognized in the Program presentation at the CFA Annual Delegates Meeting.

JoAnn Cummings Memorial Spotlight Award

The JoAnn Cummings Memorial Spotlight Award is awarded at the end of the season to one or two Participants who have gone above and beyond in all Program areas (Community Service, Education, and Cat Showmanship, Preparation and Presentation). A committee of not less than one (**1**) person from Regions 1 – 7 (with option to build outside Regions 1 – 7 in future years) with no vested interest in the Youth Feline Education Program (cannot be a parent in the program or a Regional Coordinator) will receive nominations from Regional Directors and Regional Coordinators. This award is not points based but instead is growth, development and activity type based. To be eligible for nomination, a Participant should have completed multiple activities within each of the Program areas. The nominating sub-committee will present to the Program Chair and the Regional Coordinators the names of one or two Participant(s) worthy of such recognition by May 15th, giving plenty of time for the Program Chair and Regional Coordinator(s) to invite the parents of the Participant(s) and the Participant (by way of the parents/guardians) to the Annual Meeting. This recognition shall remain confidential until the Annual Meeting.

Summary of Recommended Activities for Each Division

The age divisions below serve only as a guide; the participant is not confined to choosing activities from only their division and may choose any activity they are comfortable with. These activities are not exclusive. Participants are encouraged to speak with their Regional Coordinators and Chair regarding special projects or activities not listed here.

	Div. One 7-9 yrs.	Div. Two 10-12 yrs.	Div. Three 13-15 yrs.	Div. Four 16-18 yrs.
Community Service				
Animal Adoption Fairs			?	?
Animal Rescue			?	?
Disaster Relief Program			?	?
Free/Low Cost Medical Clinics			?	?
No Kill Shelters			?	?
Education				
Attendance Educational Seminars	?	?	?	?
Assisting in the CFA Information booth			?	?
Assisting at a presentation at a CFA-licensed event			?	?
Clerking School			?	?
Complete required reading	?	?	?	?
Craftwork	?	?	?	?
Participate in oral and written testing	?	?	?	?
Written report	?	?	?	?
Cat show preparation, presentation & participation				
Assistant/Ring Clerk			?	?
Bringing a friend to a licensed CFA-cat show	?	?	?	?
Cat Showmanship	?	?	?	?
Cat Showmanship: Breed Presentation			?	?
Cat Showmanship: Short Talk			?	?
Club Participation Runner, assassinating show committee/manager	?	?	?	?
Exhibit a cat in regular competitive class, including agility	?	?	?	?
Join the CFA Ambassador Program				?
Ring Steward	?	?	?	?
Show/Health Journal	?	?	?	?
Additional activities of the member's choosing or creation	?	?	?	?

Responsibilities and Roles

Adult Exhibitors, Judge/Judge/Judge's Designate, Show Committee

CFA expects all adults to treat Cat Showmanship participants with courtesy and respect. *Cat Showmanship* participants will have activities within the show hall as part of their participation in the Program and will thus be interacting with adults. Offensive behavior and language directed at a Cat Showmanship participant will be considered as, "conduct detrimental to the cat fancy."

Cat Showmanship Participants

All participants in the CS Program are expected to conduct themselves in a professional manner while attending a show or engaging in other CS activities.

The participant is also responsible for documenting all activities, as follows:

- **Competitive Class:** Participants must send show report to the Regional Coordinator and/or Chairperson for scoring. This should include the catalog page showing participant as owner/agent and finals sheets if applicable. Extra credit will be given to the participant if they write a summary of the show and their experience.
- **Cat Showmanship class:** Participants must send the evaluation slips received and show report to the Regional CS Chairperson for scoring. Document the ring in which the Short Talk occurred with the Judge. * The CS member should check his/her evaluation slips to see if they were filled out correctly. Extra credit will be given to the CS member if they write a summary of the show and their experience.
- **Other activities:** Submit appropriate form and any additional documentation as described in description of the activity.

Parents or Guardians

Parents/Guardians are responsible for:

- Supporting their child and giving him/her encouragement to gain self- confidence.
- Seeing that the child is properly dressed if he is stewarding, exhibiting, or giving a presentation. When stewarding, the CS member should wear comfortable shoes.
- If a Regional Coordinator or Chairperson cannot attend the show, a parent may be designated as the Representative for a show and will perform duties listed below for the Regional Representative as needed.

Regional Coordinator

The Regional Coordinator acts as the "face" of the *CFA Youth Feline Education Program* in the show hall. They are the driving force for the program. Each Regional Coordinator will be appointed by the Regional Director and/or by YFEP Chair.

They help guide the participants through their activities at the show, interface between the YFEP members and the club, Judge* and participants.

The responsibilities of each Regional Coordinator include:

At the show:

- Promoting YFEP in their region.
- Promoting Cat Showmanship in their region.
- Conducting seminars, or other activities within the show hall. The Regional Coordinator will send out a notice to the members in their region ahead of the show date and announce what that activity will be. Activities may include a grooming session, how to mark a catalog, or an explanation of the forms used to explain the input and praise on performances and improvement. The material will be the Regional Coordinator's decision.
- Ensuring that both the Judge* and the participant have a copy of the

Presentation Tips and Sample Questions handout prior to the show.

- Passing out the appropriate YFEP ribbons in each ring that will be holding a Cat Showmanship class.
- Filling out the top part of evaluation forms for each participant in the CS class and give each form to the Judge* who will be hearing the participant's Short Talk or Breed Presentation.
- Collecting evaluation forms from the ring after the Judge* has completed them.
- Giving completed evaluation forms to each participant individually at the show and discussing the Judge* comments with the participant if needed. If there was any negative feedback from the Judge* the participant may need support and advice so they can grow and develop for future opportunities.
- At the show, take participants completed Multi-Activity Forms with supporting documentation, check the forms, and send them to the Regional CS Chair.
- Playing the Judge's role if the participant wishes to give a breed presentation (and do not feel they are ready to give the presentation before a Judge/Judge's Designate).

Outside the show:

- Welcoming each participant to the program either by email or U.S. mail upon receiving a copy of their application form from the YFEP Chair.
- Coordinating with the show committee at each show to determine whether they will offer Cat Showmanship activities and providing encouragement.
- Coordinating with Judge* who is contracted to each show to see if they are willing to participate in either the Breed Presentation or Short Talk.
- Providing the Judge* with the list of sample questions for each portion.
- Keeping a supply of CS ribbons for the regional representative and parent use at shows and provide when requested.
- Compiling the points for each participant to determine who has earned the most points in each age division.
- Arranging for the participants who attend the regional award banquet to be presented on stage.

The Regional Coordinator will keep track of each participant's accumulated points. Once the Regional Coordinator has compiled the scores for the participants, they will forward to the Chair for confirmation. In the event the Chair has a participant from their family, compiled scores will be copied to another Regional Coordinator for confirmation.

Each region and the International Division should have, more than one Regional Coordinator. Hawaii should have its own Regional Coordinator. The number of Regional Coordinators should correspond to the activity level of YFEP participation in the region.

Youth Feline Education Program Chair

The YFEP Chair responsibilities include all those of the YFEP Regional Coordinators, in addition to:

Upon receiving the application, the chair will send to the participant a copy of all materials related to the program, including but not limited to the following:

- Program Guidelines/Manual
- Name and contact information of their Regional Representative
- List of upcoming shows
- Tips for the CS Showmanship Participant

- Responsibility of Parents

The Chair will then send a copy of the application to the Regional Representative.

- Coordinating with the Regional Chairs to collect scores for all participants.
- Verifying the points for each participant after Coordinator review. In the event the Chair has a Participant in the program, a second coordinator will review those points in place of the Chair.
- Comparing the points to determine the top three participants who have earned the most points in each age division. (Regionally and Nationally)
- Ordering the rosettes and preparing the certificates to be awarded at the Regional Banquets and Annual Meeting.
- They are also responsible for any cash awards or bonds to be awarded.
- Arranging for the participants members who attend the Annual Meeting to be recognized on stage.

Club and Show Committee

All clubs are encouraged to offer a special *Cat Showmanship* class. Clubs offering this class should coordinate with the CS Regional Representative.

The club will accept a \$10.00 entry fee for entries in the CS class; this will cover the cost of printing the entry in the club's catalog, listing the entry in the Judge's book and furnishing a single-entry cage.

Entries in the CS class will not be included in the competitive show count.

If the entry clerk's software has a CS class option, entries in the CS class will be listed in the show catalog and Judge's book under a single heading for *Cat Showmanship*, ordered by breed or division, with no subheadings for breeds or color classes. Within each breed or division, entries may appear in any order. Household pets will be listed after all the breeds.

If the entry clerk's software does not have a CS class option, entries in the CS class should be entered as Exhibition Only in the show catalog and Judge's book, and the special *CS Judging Worksheet* should be printed in the catalog.

Entries in the CS class will be shown in one ring. The CS committee will furnish the ribbons for the CS entry. Upon completion the Judge* will award a ribbon also furnished by the CS committee.

Ring Clerks will be responsible for calling entries in the CS class to the ring when it is time to Judge/Judge's Designate the class. As with other classes in the show, the entry clerk should bench CS entries in order, while separating adult males. There is no need for the ring clerk to mark the catalog when the CS class is judged.

The club is responsible for scheduling the breed presentations for the CS class. Ideally each presentation would be given during the CS class judging in the ring. However, if the club feels this would slow up the show, breed presentations may be given before the show begins or around lunch break. If time is an issue, or if a Judge* is not available at the chosen time, the show's CS Representative can oversee the breed presentations.

Judge*

At a show that offers the special Cat Showmanship class, a Judge* will be chosen to judge the class.

The Judge* will have the following responsibilities during the show:

- When the CS class is called to the ring, they will evaluate each CS entry according to the criteria in "CS Class Judging Procedure" above and hang CS ribbons on entries that meet the criteria.
- The Judge* will speak briefly with each participant who has been selected to have a Short Talk with him/her. The

Judge* will ask the CS participants up to five questions drawn from the list of sample questions. If the Judge* is satisfied with the participant's answers, they will hang a CS rosette on the entry. Then the Judge* will fill out the participant's evaluation form.

- The Judge* will hear the presentation from each participant who has been selected to give a Breed Presentation in his/her ring. If he/she is satisfied with the presentation, the Judge* will hang a ribbon on the entry. Then he/she will fill out the participant's evaluation form.
- During and after the CS class judging, the Judge* is encouraged to speak with the CS participants as a group. The nature of this interaction will depend on the Judge's* personal style and comfort level with the CS class. The Judge* may address the group with questions, observations, and advice. The Judge* may also speak to the participants individually and is permitted to refer to them by name if known. Any comments on entries or participants should be gentle and encouraging. The atmosphere of the CS class should be friendly, fun and engaging for the participants, yet always professional.
- CS ribbons, sample questions, and evaluation forms for participants who give a Short Talk or Breed Presentation will be provided to the Judge* by the CS Representative. After the judging is complete, the CS Representative will collect the evaluation forms.
- There is no need for the Judge to mark his/her book for the CS class.