

The state livestock nomination process is open to Kansas 4-H and FFA members who would like to participate in the Kansas State Fair Grand Drive and/or Kansas Junior Livestock Show (KJLS).

All market animals and commercial females must be state nominated to be eligible for the Kansas State Fair Grand Drive and/or KJLS. This includes:

- (1) Ordering official DNA envelopes in advance and paying the nomination fee through the ShoWorks system.
- (2) Submitting identifying data on each animal through this ShoWorks online system, as well as the required information for each exhibitor within the family.
- (3) Mailing an official DNA envelope for each nominated animal, which is complete, sealed, and signed by all exhibitors within the family, plus a parent/legal guardian.

\*All steps must be complete for the exhibitors and animals to be ELIGIBLE for the Kansas State Fair Grand Drive and/or KJLS. Submissions must also be approved by the appropriate extension agent and/or ag teacher to be accepted and eligible for exhibition.

\*\*A copy of the receipt for all online nomination submissions must be mailed with the DNA envelopes via certified mail to the KSU Youth Livestock Program, being postmarked by the appropriate date. Late materials will not be accepted and all animals submitted after the postmark deadline will be ineligible.

**KSU Youth Livestock Program Mailing Address:**

State 4-H/FFA Shows  
Kansas State University  
214 Weber Hall  
1424 Claflin Road  
Manhattan, KS 66506

**Postmark Deadlines:**

Market Beef – May 1  
Commercial Heifers – June 15  
Swine – June 15  
Sheep – June 15  
Meat Goats – June 15

SAVE CART and SAVE OFTEN! Saving your cart is the only way to keep user data and allows you to return later to complete your nomination submission.

Families are encouraged to use the step-by-step Specie Worksheets and Rookie Guide on the [KSU Youth Livestock Program](#) website to help guide them through the process. These documents include tips and hints for correct and complete nominations.

**Guidelines:**

(A) ALL nomination data must be submitted online by 5:00pm on the appropriate date listed above for each specie.

(B) DNA envelope orders will close one (1) week prior to the nomination deadline for each specie:

Market Beef - April 24

Small Livestock & Commercial Heifers - June 8

(C) Families will need to provide their official KSU Nomination # (assigned 5-digit number) and Family/Household Name in the system. Returning families may locate this number via the [Family/Household Names and KSU Number List](#) posted on the youth livestock website, or obtain it by contacting their local extension office.

Families who are nominating for the first time need to request a KSU Nomination #, by using this link: [KSU Nomination # Request](#)

These requests will be completed in the order in which they are received and may take 1-3 business days to be approved. New families will receive their official number via the email address provided in the request link (Qualtrics).

(D) All exhibitors are required to be [YQCA](#) certified prior to nomination. Certification must be valid through October 2, 2022 to be accepted. Users will upload a copy of the certificate for each exhibitor before the submissions will be accepted. Youth should complete the training as early as possible to have their 2021-2022 certificate available and ready to upload before beginning the process!

(E) Submitting this information is for state livestock nomination purposes only to officially nominate animals and make them eligible for the Kansas State Fair Grand Drive and/or KJLS.

(F) A complete state livestock nomination does **NOT** constitute show entry. Official show entries must be made separately, directly through each individual show, in order to be able to exhibit. Rules and entry details may be found on each show's respective website:

[Kansas State Fair Grand Drive](#)  
[KJLS](#)

(G) A family nomination system is used in Kansas. All exhibitors within the family must have each animal submitted under their name online, as well as sign all of the DNA envelopes for their family.

(H) There is a \$20 fee for any incomplete nomination received. This includes online submission data, uploaded documents, and DNA envelope(s). All nomination submissions are final. No refunds.

(I) Declaration, Housing, & Care - Exhibitors of Kansas Youth Livestock Shows are responsible for the proper care of their animal(s) by following acceptable methods of good animal husbandry. Youth are also expected to provide the primary care and training for livestock projects for the duration of the project. Primary care is defined as the exhibitor making the decisions for and providing the care, handling, and training of their livestock project a majority of the time.

\*Families will need to complete and upload the [2022 Declaration Form](#) for the exhibitors within their family. This form-fillable PDF is available by clicking the link above. It must be signed by all exhibitors within the family and a parent/legal guardian. The same completed form, representing the entire family, should be uploaded for each exhibitor.

(J) If you created a new PASSPORT account last year, your account was saved. Just log into your PASSPORT account. However, nominations will be easier to complete using a computer, which is recommended. NEW ShoWorks Passport users can create an account and it will save all of your entries from year to year, as well as for other fairs and shows!

***You may also turn on notifications for the PASSPORT app, which will allow us to send you messages and alerts to stay up-to-date on your state nominations as well as the state shows!***