



Greetings,

I have received a couple questions regarding the Judging School Funding so I thought I would share the same information with the District Judging Contacts, and District Secretaries.

REMINDERS for Judging Schools:

- 1) "Out of District Judging School Record" form - https://www.ontarioagsocieties.com/images/2019/OAAS_Out_of_District_Judging_School_record_July2019_fillablepdf.pdf

Please give a copy of this form to anyone attending from other districts. You will need to sign to confirm that they successfully completed the school.

- 2) 'Code of Conduct' form - https://www.ontarioagsocieties.com/images/2019/OAAS_Judges_and_Instructors_Code_of_Conduct_F14.pdf

Any Certified or Apprentice Judges must sign and submit the form to the District. NOTE – they are only required to do this once in their judging career– it does not need to be done annually. We suggest that each district keep a copy of the form **and send the original or a scanned copy of each form to the manager.**

QUESTIONS re Judging School Funding:

➤ What does the funding cover?

The OAAS is providing \$200 towards the cost of hiring OAAS certified Instructors and to assist to cover other expenses **for each full day (or two – ½ days)** Judging School for up to two (2) Judging Schools in each District.

➤ What do I need to submit?

Before Judging School -

- 1) '**OAAS District Event Registration Form**' form – due at least 45 days before the Judging School (or any District event)

After Judging School -

- 2) a list of successful participants that attended the Judging School(s).

List must include:

- a) District #; b) Date; c) Topic(s) covered; d) Instructor(s) name; e) participants' names; and f) their District #.

Note: We have created a form "**OAAS Judging School Attendees**" and an Excel version is attached to this email, but you can create your own list as long as it includes the information listed above. A downloadable Excel version as well as a fillable .pdf version are on the website - https://www.ontarioagsocieties.com/images/2022/Judging_School_attendees_list_fillable.pdf

- 3) updated "**Judges' List**" Excel spreadsheet (which will be posted on the OAAS website)

- 4) ensure all District Board Members have submitted their 'Vulnerable Sectors Check'.

NOTE: If a District Board member needs a recent copy of the letter to submit to the local police to apply for the 'Vulnerable Sectors Check, there is a copy on the website under the '**Board**' button and '**District Board Contact Info**' dropdown -

https://www.ontarioagsocieties.com/images/2022/Police_Record_Check_PRC.pdf

➤ **Judges' List" Excel spreadsheet** - where do I find it?

The District Judging Contact or the District Secretary should have a copy of the most recent "Judges' List" Spreadsheet. They are to be updated after each Judging School and whenever Judges' contact information has changed and submitted to manager@oaasfairs.com . Some districts haven't always submitted them promptly, so we have included the requirement to submit them prior to receiving the funding. You can contact the manager to get an updated form.

➤ **Do I need to submit a special form?**

You can submit the list of participants on the attached form **or** create your own list and include the required information.

➤ **Do I have to submit receipts for the Judging School(s)?**

No.

The information below was included in the recent Newsletter. I updated it to include the extra information – new info is highlighted in yellow

PROGRAM: - Judging School Funding

- OAAS is providing \$200 towards the cost of hiring OAAS certified Instructors **and to assist to cover other expenses for each full day (or two – ½ days)** Judging School for up to 2 Judging Schools in each District.
- If a District holds more than 2 Judging Schools in the year, they can apply for additional funding – if not all Districts hold 2 schools, the additional funding can be distributed to the Districts holding more than 2.

REQUIREMENTS:

The following provisions **must be met** for the District to be eligible for the \$200 (x 2) funding.

- 1) District must register their Judging School at least 45 days prior to the date by submitting the '***OAAS District Event Registration Form***' to the manager@oaasfairs.com .

NOTE: this has been an ongoing requirement to ensure that your District event is covered by the OAAS liability insurance. Here's a link to the form -

https://www.ontarioagsocieties.com/images/2022/OAAS_District_Event_Registration_F14.16.pdf

- 2) District must have OAAS certified Instructor running the school. If there is not a certified OAAS instructor available for the topic, an OAAS Instructor can oversee the school, and a subject matter expert can be brought in to teach the topic.
- 3) Judging School categories/topics should endeavour to follow the timeframes set out in Appendix G. We are still reviewing the timeframes.
- 4) District must submit a list of successful participants that attended the Judging School(s) to manager@oaasfairs.com . **Please include a) District #; b) Date; c) Topic(s) covered; d) Instructor(s) name; e) participants' names; and f) their District #.**
- 5) Districts must submit the updated '***Judges' List***' Excel spreadsheet to manager@oaasfairs.com
- 6) District Directors must have submitted their Vulnerable Sector check to manager@oaasfairs.com

After the criteria have been met and the list of successful participants and updated Judges' List spreadsheets have been submitted to manager@oaasfairs.com, the OAAS will send the District the payment.