**End of the Year Checklist**

* DUE MAY 1st: Make sure all 3rd & 4th quarter students have been added to your ilaged.org Student Roster/FFA Roster. Click [here](https://docs.google.com/document/d/1P5hmdDORhpaFE5sIxQNnrvJ2VGMeoCUzHGXu0WTvbBI/edit) for the directions on adding students.
* DUE MAY 24TH- Upload new 2024 [Fair Contract](https://drive.google.com/file/d/181r9qpYirdGZFGtFHZ93B2ERHoSM97ew/view) on your ilaged.org dashboard. [Here](https://docs.google.com/document/d/1mnPL8DGehJZZDr_4zc5Z890M32Rgc4ex9uCCCNeht68/edit) are the complete directions. All schools must complete, if submitted late students will not receive premiums. (note: do not use version in ILAgEd fair contracts page yet, use version linked above)
* DUE MAY 31ST: Submit IFG Amendments with additional funds in [IWAS](https://sec1.isbe.net/iwas/asp/login.asp?js=true) (#8. on [this document](https://www.isbe.net/Documents/IFG-Frequently-Asked.pdf) has directions to submitting an amendment). Must be submitted by your District Superintendent.
* Lookout for **FY24 Ag Incentive Funding** and **3 Circles** budgets in **IWAS** sometime in May. Probably due in June this year. I will send list-serve with details once that comes out.
* Register forState FFA Convention through ilaged.org Event Registration system. Check out the tentative agenda [here](https://docs.google.com/spreadsheets/d/1MsdcE6fh-HcBoOInD8tMRaIdwYcymSpHWZcepmyd_t8/edit#gid=869943008)!
* Register for IAVAT Conference on your [ilaged.org](http://www.ilaged.org) dashboard under Event Registration. For more information on registering, click [here](https://docs.google.com/document/d/1GsTsCvw23wc1Jki-jKQxyzNsPOHfRZpssf-lvFKx8_c/edit#bookmark=id.vvsgn2wlk37b).
  + Sign up for the [Professional Development](https://www.ilaged.org/page.aspx?ID=6764) sessions during IAVAT through your ilaged.org dashboard under PD Registration (MUST BE Registered for the conference in the Event Registration to sign up for PD)
* Make sure FY 23 IFG funds are spent by June 30th & GATA/Expenditure Reports are submitted by July 30 (check with District Office)- they will become available July 1st

**Other Items to think about:**

* [National Convention](https://convention.ffa.org/) housing for convention opens May 10th and registration opens September 20th
* Check out other summer [PD Opportunities](https://www.ilaged.org/professional-development) by click PD Registration on your ilaged.org dashboard
* Haven’t received an [Ag Ed Family Tree](https://docs.google.com/forms/d/e/1FAIpQLSdpe9EQ4zVxQQxTcIYeuW_1_PqMaaCcfvxh31G2KQcSCeIIvA/viewform) or need an update?- request one before the IAVAT Conference!