2020 VOLUNTEER ADULT CONTACT (VAC) PROGRAM

Wisconsin State Fair strives to offer youth programs which create a safe, educational and memorable experience for participants. Recent program updates have focused on improved procedures to increase junior exhibitor safety including clarity of responsibility and preparedness of adults in supervisory roles. Volunteer adults in supervisory roles must be 21 years of age, approved by Wisconsin State Fair and must agree to have criminal background records reviewed and receive training in multiple child protection areas to prepare them for supervision responsibilities.

Youth exhibitors must be a member in good standing of an approved youth organization to be eligible to participate in Wisconsin State Fair Junior shows. Junior show exhibitors have two (2) options for supervision while participating at the Fair:

**Option 1: GROUP Participation:** The youth exhibitor agrees to be supervised by an approved Wisconsin State Fair Volunteer Adult Group Contact (VAGC). The group may be within a specific organization, geographic area, or any group of exhibitors the VAGC agrees to supervise.

*Examples:* Leaf County Exhibitors
BRT Exhibit – (exhibitors from Brush-Rhino-Twig Counties)
Prairie Pioneer exhibitors – (Jones, Smith, Washington and Lincoln families)
Spotted Leopard Show Team – (breed or other specific affiliation).

**Option 2: INDEPENDENT Participation:** Exhibitor has a designated Volunteer Adult Independent Contact (VAIC) agree to supervise a specific exhibitor or siblings independently. Independent participation means the exhibitor/s will not be identified as part of a group and will be randomly assigned space with no affiliation to any group or other exhibitors.

Exhibitors must declare their participation option at time of entry (no later than the May 21st entry deadline). Exhibitors wishing to exhibit as part of a group must review the approved groups (located online), get permission from the group’s Volunteer Adult Contact and declare that group with their entry. Once an exhibitor’s entry is received, the exhibitor information will be shared with the VAGC, who will confirm the exhibitor’s acceptance or denial. Youth who are not accepted by a declared VAGC or forget to select a group at time of entry will be considered independent exhibitors. There will be no group/independent switching after entry.

Wisconsin State Fair Approved Volunteer Adult Contacts (VAC)

**Volunteer Adult Group Contact (VAGC):**

*Group Leader* Lead, coordinate and supervise Wisconsin State Fair Junior Show exhibitors in a group format. VAGCs must be age 21 or over and complete and submit a Volunteer Adult Group Contact application by March 10th.

Approved VAGCs will be notified of their acceptance or denial by April 1st. Accepted VAGCS will have their names and contact information posted on the Wisconsin State Fair website by April 1st allowing Junior exhibitors time before the entry deadline to confirm with the VAGC if they wish to be a part of the VAGC’s group animal exhibit at the 2020 Wisconsin State Fair.

If an approved group has more than 10 junior show exhibitors (determined after the entry deadline), the VAGC must identify a VAGC Group Assistant to help supervise group exhibitors at a ratio of 1 adult to a maximum of 10 junior division exhibitors.

*Example:* 15 junior exhibitors are exhibiting within group animal exhibit “Blue River Dairy”.
The exhibit will need 1 VAGC and 1 assistant VAGC.

*Group Assistant* All assistant VAGCs must be age 21 or over, complete the same application process as the VAGC group leader. Volunteer Adult Group Contact applications for assistants must be submitted by July 1st.
Volunteer Adult Independent Contact (VAIC): Lead, coordinate and supervise a State Fair Junior Show independent animal exhibitor (Option 2 above). Junior exhibitors who choose to stall as independent must have a Volunteer Adult Independent Contact (age 21 and over). VAICs must complete a Volunteer Adult Contact application due at time of entry (May 21st).

All applications for VACs (Volunteer Adult Group Contact Leaders and Assistants, and Volunteer Adult Independent Contacts) will be reviewed by Wisconsin State Fair management. Acceptance will be based on the applicant’s completed application, a criminal background record check, prior Wisconsin State Fair supervisory experience and reference checks with Wisconsin State Fair approved youth organizations. All VACs should be present at Wisconsin State Fair for the duration of their junior show at the Fair.

Volunteer Adult Contact guidelines and responsibilities include:

- Volunteer Adult Contacts (VACs) are responsible for year-round communication, exhibit coordination (pre-fair, fair, post-fair), Fairtime supervision, all other group/exhibit decision-making authority and be onsite during Wisconsin State Fair for their respective junior show(s).
- Cooperate with, support and accept guidance from Wisconsin State Fair management showcasing Agriculture and youth programs at the Fair. VAGCs (group leaders and assistants) and VAICs must be age 21 and older and are approved Wisconsin State Fair volunteers, but are not Wisconsin State Fair employees. Therefore, they are not covered by the Wisconsin State Fair’s Worker’s Compensation Policy.
- All approved Volunteer Adult Contacts will be required to complete online or in-person volunteer training. Specific training program details are forthcoming, but we expect training to include identifying sexual harassment, hazing, bullying, first aid, event responder training, etc.
- Volunteer Adult Contacts (VACs) must conduct themselves in a manner which is in the best interest of youth participants and Wisconsin State Fair. VACs may not use their volunteer authority or title for purposes of private or personal gain. VACs are also expected to conduct themselves with courteous manners/language, exhibit good sportsmanship, serve as a positive role model, treat others with respect and demonstrate reasonable conflict resolution skills. In addition, VAC’s may not consume or be under the influence of alcohol or illegal substances while in this supervisory volunteer role at Wisconsin State Fair.
- If transporting youth/adults, they must operate motor vehicles and other equipment in a safe and reliable manner and only with a valid operator’s license, legally required insurance and compliance with all related state regulations and laws.
- VACs must see to it that animals are treated in a humane manner and teach junior exhibitors to provide appropriate animal care and management.
- All VACs are required to inform Wisconsin State Fair management of any policy/rule infractions or inappropriate behaviors if incidents occur (including but not limited to: poor attitudes, alcohol/drug possession or usage, vandalism, hazing, violence). Failure to report any policy/rule infractions or inappropriate behaviors may lead the State Fair and you (the VAC) to unwanted criticism and/or legal liabilities and challenges.
- Wisconsin State Fair Junior Division Agriculture employees in the Beef, Dairy, Goats, Poultry, Rabbits, Sheep and Swine Departments are NOT eligible to serve as a VAC during their active employment.
- A limited number of VACs may have the opportunity to stay in the Tommy G. Thompson Youth Center; group leaders will have first priority for rooms. They will have no Youth Center supervision responsibilities. If accepted for Youth Center lodging, Volunteer Adults will be housed in “Adult Only” rooms.

Questions can be directed to Agriculture Director Brian Bolan via email at brian.bolan@wistatefair.com or 414.266.7050.
I am applying to be a Wisconsin State Fair approved **VOLUNTEER ADULT CONTACT (VAC)**:

**Volunteer Adult Group Contact (VAGC)**

- Group Leader: Application due March 10th
  Lead, coordinate and supervise Wisconsin State Fair Junior Show group animal exhibits in the barns which may consist of Junior animal exhibitors from a single county, multiple counties or other criteria as defined by the Wisconsin State Fair approved VAGC.
- Group Assistant: Application Period June 1st to July 1st

**Volunteer Adult Independent Contact (VAIC)**

- Application Due: May 21st
  Lead, coordinate and supervise a Wisconsin State Fair Junior Show independent animal exhibitor in the barns. Junior exhibitors who choose to stall as independent must have an adult contact (21 and over).

Name of Exhibitor VAIC is responsible for: ______________________________________________________________

Relationship of VAIC to Exhibitor: ___________________________ Species Exhibited: ___________________________

**LAST Name ___________________________ FIRST Name ___________________________ MIDDLE Name ______________**

Date of Birth ___________________________ Male ☐ Female ☐

Primary Phone Number (_____) ___________________________ Secondary Phone (_____) ___________________________

Address ____________________________________________________________

City ________________ State ______________ Zip ______________

Email Address __________________________________________________________

Wisconsin State Fair takes seriously its obligation to provide a safe environment for all persons who attend the Fair. Wisconsin State Fair will annually conduct a criminal background check of all applicants and require either online or in-person volunteer training to provide a safer environment for the well-being of all. Information obtained will not automatically disqualify applicants from consideration.

**CRIMINAL BACKGROUND RECORDS CHECK INFORMATION:**

1) Have you been approved as a past Wisconsin State Fair Junior Division adult volunteer/facilitator? Yes ☐ No ☐
   **If yes,** please list the most current year: _____ number of years: _____ Affiliation: ________________________________

2) Have you completed the Wisconsin State Fair Youth Protection program? Yes ☐ No ☐
   **If yes,** please list the year completed: __________________

3) Do you have children participating in the Wisconsin State Fair Junior Division Livestock Shows? Yes ☐ No ☐
   **If yes,** please circle the Junior Division Department in which the child is/children are participating:
   Beef Dairy Goats Poultry Rabbits Sheep Swine

4) Are you or have you been known by any other names? (maiden, marriage, legally changed, etc.) Yes ☐ No ☐
   **If yes,** what names?: __________________________________________________________

5) Have you ever been convicted of violating any civil, state, or federal law or local ordinance for actions involving sexual conduct, physical abuse of a child, and/or contributing to the delinquency of a child? Yes ☐ No ☐
CRIMINAL BACKGROUND RECORDS CHECK INFORMATION (continued):

6) Have you ever been convicted of any criminal offense (including criminal traffic matters; no general traffic violations) in any jurisdiction?  
   Yes ☐ No ☐
   **If yes, was it a:**  
   - Felony ☐ -or- Misdemeanor ☐

7) Are you currently on probation, parole, or other court-ordered supervision in any jurisdiction?  
   Yes ☐ No ☐

8) Have you ever been acquitted or found not guilty by reason of insanity, mental disease or defect, diminished mental capacity or comparable legal defense or basis of an offense involving sexual conduct, or harm or threat of harm to another?  
   Yes ☐ No ☐

9) Is any investigation or criminal charge pending against you in any jurisdiction?  
   Yes ☐ No ☐

10) Have you been convicted of crime involving a minor (including a deferred imposition of sentence)?  
    Yes ☐ No ☐

GROUP EXHIBIT INFORMATION:

Exhibit Name: ____________________________________________________
   *Example: XX County exhibit, Lost River Area exhibit, Hwy 12 ramblers exhibit, Udder Fabulous Exhibit, etc.)*

Primary Phone: ________________________________  Email: ________________________________

Please list an approved WSF youth organization you are affiliated with which may provide a reference for your approval as a Wisconsin State Fair Volunteer Adult Contact: ____________________________________________

Approximate Number of Junior exhibitors who will exhibit in this group: __________________________

   PLEASE NOTE: for every 10 exhibitors 1 additional assistant volunteer adult contact will need to be approved.  
   Additional assistant volunteer adults should not apply until after the Junior entry deadline and exhibitor numbers for each group are confirmed.

Specific criteria or limitations for exhibitor to be eligible to exhibit with this group: ____________________________

_______________________________________________________________________________________________

_______________________________________________________________________________________________

_______________________________________________________________________________________________

Please communicate with potential exhibitors your group’s name and/or requirements for exhibit acceptance. Junior exhibitors may not switch their declared exhibit selection once entries have been submitted.

If the VAGCs animal exhibit includes more than 10 Junior show exhibitors, the VAGC is responsible to find additional adult volunteers to assist supervising the group’s exhibitors in the barns so the required ratio of 1 adult to a maximum of 10 Junior division exhibitors is satisfied within the group’s exhibit.

   *Example:* 15 Junior exhibitors are exhibiting within group animal exhibit “Blue River Dairy”.  
   The exhibit will need a lead VAGC and 1 Assistant VAGC.

All volunteer adult assistants must complete the application process just like the lead VAGC for their group (completing an application, passing a criminal background record check, completing online or in-person volunteer training and be onsite during the State Fair for their respective Junior show(s).

Please accept my application to be a Wisconsin State Fair Volunteer Adult Contact. I acknowledge/understand, through this application process, my criminal background record will be checked. Additionally, I have read the Wisconsin State Fair rules and regulations and the above guidelines, and I agree to abide by them.

Signature: ____________________________________________________  Date: __________________________

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VAGC/VAIC 2020
Volunteer Adult Contact:

LAST Name ________________________ FIRST Name _______________ MIDDLE Name _______________

HEALTH/WELLNESS INFORMATION:

Emergency Contact: Name__________________________________ Phone (____)________________________

Emergency Contact: Name__________________________________ Phone (____)________________________

Health Insurance Company Name: ____________________________________

Primary Care Physician: ________________________________________ Phone (____)____________________

Dentist: ________________________________________________________ Phone (____)____________________

MEDICAL CONSENT

It is our policy to secure consent for all the following. By signing below:

- In case of illness or injury to myself, I am giving my consent in advance for medical treatment at an appropriate medical facility.
- I have read “Wisconsin State Fair Rules and Regulations” (located on wistatefair.com) and I can participate in planned activities.
- I am aware of and accept the risk inherent in the program activity.
- I attest all information in this document is accurate.
- I hold harmless and indemnify Wisconsin State Fair, their officers, agents and employees from all liability, loss, damages, costs or expenses which are sustained, incurred or required arising out of my actions while at Wisconsin State Fair Park.

_______________________________________________________________  ______
Applicant Signature                                           Date
2020 Wisconsin State Fair ADULT CONTACT APPLICATION
Tommy G. Thompson Youth Center
Lodging Request Attachment

Volunteer Adult Contact Name: ________________________________________________________

A limited number of volunteer adult beds in the Tommy G. Thompson YOUTH CENTER will be available for approved volunteer adult contacts who are supervising Junior division exhibitors in the barns at the 2020 Wisconsin State Fair. Please note: Volunteer adult contacts will have no Youth Center supervision responsibilities.

If accepted for Youth Center lodging, volunteer adults will be housed in adult rooms only.

Please check the corresponding boxes of the specific session in which you have interest to stay in the Youth Center. Approved Volunteer Adult Contacts who are awarded Youth Center lodging will be sent official Youth Center confirmation in June.

### Session 1

<table>
<thead>
<tr>
<th>Junior Dairy, Dairy &amp; Boer Goat Session</th>
<th>Junior Rabbit &amp; Breeding Gilt Session</th>
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<tbody>
<tr>
<td>[ ] Dairy</td>
<td>[ ] Rabbits</td>
</tr>
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<td>[ ] Goats</td>
<td>[ ] Breeding Gilts</td>
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<tr>
<td>Tues., August 4 optional @ $25 = ______</td>
<td>Wednesday, August 5 @ $25 = ______</td>
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<tr>
<td>Wednesday, August 5 @ $25 = ______</td>
<td>Thursday, August 6 @ $25 = ______</td>
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<td>Thursday, August 6 @ $25 = ______</td>
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<td>Saturday, August 8 @ $25 = ______</td>
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<td>Saturday, August 8 @ $25 = ______</td>
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<tr>
<td>Check out: by noon Sunday, August 9</td>
<td>Check out: by 1 pm Friday, August 7</td>
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</tbody>
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### Session 2

<table>
<thead>
<tr>
<th>Junior Poultry Session</th>
<th>Junior Beef, Sheep &amp; Market Swine Session</th>
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<tbody>
<tr>
<td>[ ] Poultry</td>
<td>[ ] Beef</td>
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<td>[ ] Sheep</td>
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<td>Wednesday, August 12 @ $25 = ______</td>
<td>Monday, August 10 @ $35 = ______</td>
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<tr>
<td>Thursday, August 13 @ $25 = ______</td>
<td>Check In 12:15 am - 7 am</td>
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<td>Check out: by noon Friday, August 14</td>
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<td>Check In after 7 am</td>
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<td>Tuesday, August 11 @ $25 = ______</td>
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<td>Wednesday, August 12 @ $25 = ______</td>
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<tr>
<td>Check out: by 1 pm Thursday, August 13</td>
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</tbody>
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Payment Enclosed: __________________________ Check Number __________________________

Return all materials to Wisconsin State Fair
entryoffice@wistatefair.com
fax: 414.266.7057
or mail to Agriculture Department, 640 South 84th Street. West Allis, WI 53214