



February 22, 2013

Dear Dairy Challenge Coaches,

We are looking forward to your team's participation in the 12<sup>th</sup> Annual North American Intercollegiate Dairy Challenge on April 4 - 6, 2013 in Fort Wayne, Indiana. Thank you for your prompt registration and completion of entry requirements.

We are very pleased to note that we have 32 schools participating in this year's contest: Alabama A&M University, Berry College, California State University – Fresno, California Polytechnic State University, Cornell University, Delaware Valley College, Iowa State University, Kansas State University, Louisiana State University, Michigan State University, Morrisville State College, Penn State University, Purdue University, South Dakota State University, The Ohio State University, University of Alberta, University of Guelph, University of Idaho, University of Illinois, University of Maine, University of Minnesota, University of Missouri, University of New Hampshire, University of Vermont, University of Wisconsin-Madison, University of Wisconsin-Platteville, University of Wisconsin-River Falls, Utah State University, Vermont Technical College, Virginia Tech University, Washington State University and West Virginia University.

For students who registered as Aggregate Team members, we encourage you to register them for the Academy. Space is tentatively being held for each of the aggregate entries until Tuesday, February 26, at which time we will release them to others on the Academy waiting list. Cost to register is \$50 per student. An entry form is online at: [http://www.dairychallenge.org/academy\\_event.php](http://www.dairychallenge.org/academy_event.php).

**\*\*\*Dairy Challenge Academy confirmation information and details will be sent in the coming days.\*\*\***

Again this year, the World Dairy Expo (WDE) management staff will cover many of the actual contest details. WDE can be reached at 608-224-0400, mail at 3310 Latham Dr., Madison, WI 53713, or e-mail at [naidc@wdexpo.com](mailto:naidc@wdexpo.com). You may also contact Molly Kelley at 217-684-3007 or [naidcmjk@aol.com](mailto:naidcmjk@aol.com).

#### **HOTEL/MEALS**

- NAIDC will reserve up to three hotel rooms (2 student, 1 coach) for each participating team for the evenings of April 4, 5 and 6. Rooms for the students will be paid for by the contest. **Rooms for coaches are the school's responsibility, as well as any additional charges.** Rooms at the Hilton Fort Wayne are **\$89/night** plus tax single occupancy. When checking in, we kindly ask that you confirm the rooms that will be for your students (paid for by NAIDC), and the room that will be for you as the coach (paid for by the individual). Please indicate on your form if you plan to have a roommate (including a coach from another school) so we can book accordingly.
- All meals will be provided for Friday and Saturday. If you have not already provided any special meal requirements, please let us know by **March 8, 2013**.
- Additional coaches: Teams that bring more than one coach will be required to pay an additional **\$170** for meals. If an additional sleeping room is required, the room charge

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will be the responsibility of the university. Also, note that they may not be able to participate in tours, etc. due to space limitations. First priority will be given to students, the first coach and sponsors.

- Hotel: You should NOT need to contact the hotel, but you should know that the student/coach hotel is the Hilton Fort Wayne and the Grand Wayne Convention Center, 1020 S. Calhoun Street, Fort Wayne, IN. Phone: (260) 420-1100. Website: <http://www.hiltonfortwayne.com/>.

### **STUDENT FORMS NEEDED**

We will provide each sponsor a complete list of contact information for each student to aid in networking. The students will also receive a complete list of sponsor contacts for potential networking. All student participants are required to fill out the following forms:

- Personal Information Release Waiver: This is waiver authorizes the release of personal information. If students wish to have their contact information released, each student needs to sign a release form. Team biographies will be compiled and distributed to sponsoring companies to help facilitate interaction among students and industry reps after the contest with this information.
  - New on this year Personal Information Release Waiver is a Job Interest Assessment. Please fill this out as it will be used for the Friday evening Dinner with Sponsors event.
- Participant Release Waiver & Release of Liability (one document): Each student is required to sign this form.

**Deadline for these forms is Friday, March 8, 2013.**

### **RULES**

- The 2013 North American Intercollegiate Dairy Challenge rules will be followed for this contest. This includes the use of the revised scorecard. Rules and other information, including the scorecard can be viewed on our website at [www.dairychallenge.org/national\\_contest.php](http://www.dairychallenge.org/national_contest.php).
- Please review the contest rules booklet with your students in advance of the contest.
- All student participants will again be required to sign an honor pledge upon arrival at the contest.

### **SCHEDULE**

- The official schedule of events, as provided in the contest rules booklet, will be followed for the two days of the contest.
- Please advise your students not to wear clothing with your university's name or logo during the contest.
- Pre-Contest Seminar & Farm Tour: The Host Committee has arranged a tour to a local dairy farm, with educational stops at the farm, on Thursday, April 4<sup>th</sup> for schools who wish to participate. The Pre-Contest Seminar, that is open to Dairy Challenge contest students, will be held in conjunction with the Dairy Challenge Academy:

10:00 a.m.	Dairy Profitability and Opportunities in the Dairy Industry seminar
12:30 p.m.	Farm Tour (lunch provided at the farm)

Pre-registration for the farm tour is required. Additional information about the tour will be provided closer to the contest. If you have not registered, but would like to, contact Laura Herschleb at [naidc@wdexpo.com](mailto:naidc@wdexpo.com) by **Friday, March 8, 2013** to be added to the list. If you plan to join for just part of the tour, please let us know so we have accurate counts for each portion of the day.

- There are no mandatory Saturday tours for students this year. Instead, students will be kept onsite to participate in mandatory enrichment presentations and visit with sponsors during the morning or afternoon when they are not making their presentations.
- All coaches will be allowed to view their team's presentation and to hear all feedback from the judges. Prior to the Saturday evening awards banquet, the judges will present their findings in the presentations rooms for each dairy.

### **COACHES MEETING**

The Friday Coaches' Meeting is scheduled to begin at 8:30 a.m. in Jefferson A of the Grand Wayne Convention Center.

### **COMPUTER NEEDS**

Please plan to drop off your team computers to the Board Room at the Grand Wayne Convention Center, this room will be the Dairy Challenge IT Room. Computers must be dropped off upon arrival or by 5 p.m. at the latest on Thursday evening, so we can load all the necessary contest software and farm data. Each team should check-in 2-3 laptops and 1 USB drive. Teams must provide user names and passwords for each computer. To delineate some of the computer needs, please see the attached computer requirements information as outlined in the contest rules. If your team plans on using a digital camera, please ensure that your operating system will retain a picture program with adequate space. All computers will be collected again on Friday night and returned to appropriate teams on Saturday.

\*\*\*If you are arriving on Wednesday for the Dairy Challenge Academy and/or Thursday's Pre-Contest Tour, you may drop computers off on Wednesday evening at the IT Room at Grand Wayne Convention Center.\*\*\*

### **TRAVEL STIPEND**

The travel stipend amount will be determined for your school within the upcoming weeks. Travel assistance amounts are based on distance to the contest site. Teams that are flying may receive up to \$600 of travel reimbursement for the entire team. Teams that are driving may receive up to \$600 of round trip travel reimbursement at \$0.50 per mile for the entire team.

### **OTHER**

- The top team on each farm will receive a 1<sup>st</sup> place award plaque and \$200 scholarship for each team member. The 2<sup>nd</sup> place team will receive a team plaque; each participant will receive a certificate and a \$100 scholarship. All other participants on each dairy will be recognized by school and presented a participation certificate.

We are very excited about the growth of this contest and the response from students. As we develop this contest for the future, we look forward to your input to improve the educational experience of your students. The NAIDC Board of Directors looks forward to meeting you and your team at this year's North American Intercollegiate Dairy Challenge April 4 - 6.

Sincerely,

Dave Winston  
Program Committee Chair

Attachments:

Personal Information Waiver with Job Interest Assessment  
Participation Release Waiver and Release of Liability  
*Computer Requirements – Will be emailed separately*