

# Hillsdale County

4-H



# Equine Project Rulebook

Revision 7 – March 8, 2023



## **SECTION 1 – EQUINE PROJECTS**

1. All youths must follow the rules for general livestock and equine projects in the Hillsdale County Fair Premium Book.
2. Only the 4-H member may exhibit their project animal during the Hillsdale County 4-H Horse Leaders' state and horsemanship shows and fair. No professional trainers or groomers may assist in the preparation of the project animal. Only immediate family members and project leaders may assist 4-H members in the preparation of the project animal.
3. An identification form for each horse or pony designated must be on file with the 4-H Horse Leaders Association each year for a project animal to be eligible. Completed identification forms are to be taken to the MSU Extension office to be stamped with the date and year received.
4. Members may designate as many equine project animals as desired as long as they are properly identified on each animal. Equine projects designated as standing 56" (56½" shod) or under will show in Pony classes.
5. Leased projects: It is understood by the parties involved that the dates of the lease agreement are inclusive of any possession dates specified in the Hillsdale County Fair Youth Premium Book and must continue through the conclusion of the current year's Fair.

## SECTION 2 – 4-H STATE HORSE SHOW SELECTION

### 1. Eligibility Requirements – Per State Rules

- a. All youths competing for the Michigan State 4-H Horse Show must follow the rules and regulations outlined specifically for the State 4-H Horse Show per the MSU CANR Equine Program ([Michigan 4-H Horse & Pony Project Show Rules & Regulations](#)) .

### 2. Selection Process

- a. The 4-H Horse Leaders will hold one state qualifying show. Points awarded at the show will be added together and used in the selection process. (Adopted 1-14-2015)
- b. In each division the following events will be considered state qualifying classes:
  1. Western Pleasure: Showmanship, Horsemanship, and Western Pleasure
  2. English Pleasure: Showmanship, Equitation, and English Pleasure
  3. Pony Pleasure: Showmanship, Horsemanship, and Pony Pleasure
  4. Draft Horse: Halter, Showmanship, and Driving
  5. Gymkhana: Barrels (Cloverleaf), Poles, Speed & Action, Keyhole, Flags
- c. Points are awarded by the placing in each qualifying class down to the 10<sup>th</sup> place. (i.e., 1<sup>st</sup> place = 10 points, 2<sup>nd</sup> place = 9 points, 3<sup>rd</sup> place = 8 points, and/or computer high point determination.) (Adopted 4-12-2017)
- d. A 4-H member's accumulated points will be converted to a percentage of the total possible points. One individual with the highest percentage from each division will be selected to attend the 4-H State Horse Show. The remainder of the delegates will be selected based on percentage ranking over all divisions to complete Hillsdale County's allotted quota. Up to two alternates may be selected in the event that a delegate is unable to participate in the State Show.
- e. In the event of a tie, the exhibitor with the most 1<sup>st</sup> place points will be selected. If the 1<sup>st</sup> place scores do not resolve the tie, preference will be given to the older 4-H member.

### 3. Orientation Meeting

- a. All state qualified youths and parent/guardians must attend the July Horse Leaders meeting to obtain information packets, assign volunteers, pay the state entry fees, and any other information that needs to be distributed.
- b. If, due to unexpected circumstances, a delegate is unable to attend the State Horse Show, they must call the MSU Extension Office or the Horse Leaders President as soon as possible to allow for notification of an alternate.

### **SECTION 3 – GRIEVANCE PROCEDURE FOR 4-H HORSE LEADERS SPONSORED HORSE SHOW OR 4-H PROJECT**

**FAIR GRIEVANCES:** Fair grievances are to be handled as stated in the Hillsdale County Fair Premium Book.

**PURPOSE:** This procedure was developed to establish a controlled and consistent process to deal with complaints or rule violations that may arise during a 4-H Horse Leaders horse show(s).

**SHOW STEWARD:** A designated representative of the county will present all questions, suggestions, comments, complaints, and protests to the grievance committee. The show steward's name will be posted at the beginning of each show.

**PROCEDURE:** Any adult, leader, or member with a complaint may fill out a grievance form. The form will be available MSU Extension Office. Notification of any grievances filed will be given to the 4-H Horse Leaders Executive Board by the MSU Extension Office. All original copies of grievance and grievance results will be kept at the MSU Extension Office. Any grievance needs to be turned into the MSU Extension Office within 5 days of the alleged incident. A \$25.00 filing fee is due when submitting any grievance. If the grievance is upheld, the \$25.00 filing fee will be returned; if the grievance is found to be without merit, the fee will be retained by the 4-H Horse Leaders.

In order to be considered, the grievance form must contain the following information:

1. Date and Time the alleged incident occurred
2. Contact information
3. Detailed explanation of complaint, issue, or rule violation- problem
4. 4-H rules which are in question or have been violated
5. Individual/Individuals involved in incident
6. Signature of individual filing the grievance. If a minor, parent, guardian, or leader must also sign grievance form.
7. Date and Time the grievance was filed

Please be advised that the grievance will be discussed with any individuals involved to give ample opportunity for relevant facts to be presented and for all viewpoints to be heard.

## SECTION 4 –ARENA RULES

1. Active volunteer, registered through Hillsdale Co. MSUE, must be present (insurance coverage)
2. Must notify Horse Leader President of arena use via text/Facebook
3. Helmets must be worn by all 4-H participants
  - a. If caught without a helmet, no warnings will be issued. Arena usage will be terminated for the year for the club in violation.
4. Combination lock code will be provided to designated club leaders to limit accessibility and prevent theft or misuse of equipment.
5. No night riding without preapproval from Horse Leaders and/or at designated night workout sessions.
6. Housekeeping: Clubs are expected to keep the area around the arena free of litter/garbage. Equipment should be stored and locked in designated areas when finished using. Gates should be closed and secured upon completion of arena use.

## SECTION 5 – 4-H HORSE LEADERS ASSOCIATION BY-LAWS

**Meetings:** The regular meeting of the Association will be held on the second Wednesday of each month at 6:00 p.m. at the MSU Extension office or designated location as published in the monthly Hillsdale County 4-H newsletter.

### **Voting Privileges**

1. Any active 4-H club with horse project members and/or leaders will be eligible for voting privileges. Eligible clubs may exercise four votes at an Association meeting. Two adults and two youth members are allowed to vote per club or chapter.
2. Designation of voting members is the responsibility of the club, not the 4-H Horse Leaders Association.
3. Voting members may change from meeting to meeting. If there are more than two adult members and/or more than two youth members in attendance representing the same club, the members of that club must identify those members with voting privileges to the President prior to the start of the meeting. Discussion during the meeting is allowed from whoever is present.

### **Officers**

Shall be elected at the October meeting.

### **President:**

1. Shall preside at all meetings of the Hillsdale County 4-H Horse Leaders Association.
2. Shall prepare an agenda of the business to be conducted at the next meeting and provide the to the MSU Extension office for copying.
3. Shall have the authority to call for a special meeting in the event of urgent business.
4. In the absence of the Treasurer, the President may sign checks for the Association.
5. Shall serve as the 4-H Equine Project representative to the Youth Division Fair Advisory Committee.
6. Serve as the General Equine Barn Superintendent for the Hillsdale County Fair.

**Vice President:**

1. Shall assume the duties of the President in his/her absence.
2. Shall assist the President in carrying out the work of the Association.

**Secretary:**

1. Shall record the minutes of all meetings of the Association.
2. Shall have the minutes on file at the MSU Extension Office.

**Treasurer:**

1. Shall receive all monies taken in by the Association.
2. Shall sign checks to pay expenses as approved by the Association.
3. Shall prepare and present a financial report at each regular meeting of the Association. The report shall specify what money has been received, what bills have been paid, and the current balance of the account.
4. Shall prepare an annual financial report for the Association.

Any officer who misses three (3) consecutive meetings of the 4-H Horse Leaders Association may be removed from office at the discretion of the members and replaced at a special election to be held at the next regular business meeting.