

2023-2024
Pinal County 4-H Horsemanship Program Rules

Introduction

This section has been developed as rules and guidelines for the Pinal County 4-H Horse Program and does not take the place of the current Arizona State 4-H Horse Show Rules set forth by the State 4-H Advisory Committee. The Arizona 4-H Horse Show Rules are the official rules followed at our shows with these guidelines serving as a county supplement and reinforcement to our state rule book.

Goals and Objectives

The primary purpose of our 4-H Horse Program is to provide members with an opportunity to demonstrate abilities and horsemanship accomplishments which they have learned and are able to perform with their project horses. In doing so, safety, courtesy, participation, establishment of a good public image, and positive youth development are most important!

Specific objectives of the 4-H Horse Project are to help members:

1. Develop leadership, initiative, participation, self-reliance, sportsmanship, and other desirable traits of character.
2. Experience the privilege of owning/utilizing a horse or pony and being responsible for its care and management.
3. Develop and appreciate horseback riding as a healthy and wholesome form of recreation.
4. Learn skills in horsemanship and an understanding of the business of breeding, raising, and training horses.
5. Increase knowledge of safety precautions to prevent injury to themselves, others, and their horses.
6. Promote greater love for animals and a humane attitude toward animals.
7. Be prepared for leadership and citizenship responsibilities through working in groups and supporting the 4-H community club and horse activities.

Governance

The Pinal County 4-H Horse Advisory Committee (HAC) is composed of all 4-H Horse project leaders and 4-H members enrolled in the Horse project in Pinal County. All 4-H Leaders shall be certified or in the process of certification per the requirements of Arizona 4-H Policy. The Pinal County 4-H Youth Development Agent shall provide guidance and oversight. The governance structure shall consist of:

Officers (President, Vice-President, Secretary, Treasurer, Member at Large, Back-up Member at large (whose vote will be used only if the Member at large is not present or there is a need for a tie breaking vote), and one (1) Youth Representative from each club. Offices may be held by adults or youth members of the committee, for a term of one year. See Appendix A for roles and responsibilities.

1. The HAC will conduct an annual fall meeting. All 4-H members, leaders and parents are invited to attend.
2. The agenda shall include:
 - a. Adopt Pinal County 4-H Program Guidelines.
 - b. Determine numbers and dates of horse shows.
 - c. Elect officers.
 - d. Discussion of other issues as deemed necessary by the HAC and 4-H office.
 - e. Annual review of sponsorship program, show and arena fees
3. The HAC will conduct the program's business throughout the year. Voting members include the executive officers and the 2 mandatory representatives from each 4-H club.
4. The HAC has made it mandatory that 2 members from each horse and pony club attend every HAC business meeting. If two representatives are not present, at the set HAC Meeting dates, then members from that club will not be eligible for the End of the Year (Horse Show Season), High Point and Reserve High Point Horse & Pony awards. One meeting absence will be allowed per 4-H season, per club, additional absence(s) will be reviewed, and allowed or disallowed at the discretion of the HAC Officers prior to the next scheduled Horse Show.
5. Individuals serving as volunteers are expected to perform in the best interests of the 4-H program. Possible terminations of volunteers are covered by Arizona 4-H policy and procedures and implemented by the 4-H agent.
6. In the event that it becomes necessary to forbid attendance of a 4-H parent at 4-H Youth Development activities or events, for personal actions detrimental to the program, the 4-H Youth Development faculty member will give written notice to the adult. Any hearing requested will be handled by the state grievance procedure.

General Rules

Section I -Eligibility and Certification

1. **Participation** - Pinal County 4-H Horse Shows are open to all 4-H members currently enrolled in the 4-H Horse Project and in good standing for the club year. Members must have a current and complete 4-H enrollment form on file in the Pinal County Cooperative Extension office.
 - a. A family member or exhibitor must volunteer at every show and in each discipline the member is participating in.
2. **Age Requirements** - Riders must be at least eight (8) years of age and not have passed their 19th birthday by 11:59 pm on December 31st of the current year (October 1 - September 30) in order to be eligible for a 4-H membership. Junior members and Senior members are defined as follows:
 - a. Junior Members: 4-H age 8-13. Youth cannot have passed their 14th birthday on December 31st of the current 4-H year.
 - b. Senior Members: 4-H age 14 to 18. Youth in this age range may enroll in the projects, events and activities open to senior members. Youth cannot have passed their nineteenth birthday on December 31 of the current 4-H year.
 - c. Members stay within the same age division throughout the 4-H club year.
3. **Horse Ownership or Lease Agreements** – Any family-owned or properly leased horse, pony, or mule, regardless of training, may be used as a project horse by a 4-H member who is properly and actively enrolled in an Arizona 4-H Horse Project.
 - a. Each 4-H project horse, whether owned or leased, requires a Pinal County 4-H Horsemanship Project Identification Card to be completed and returned to the Pinal County 4-H Extension Office and be available to the HAC.
 - b. The Project Horse(s) must be in the care of a 4-H member at least 30 days prior to participation in any County show. The member may petition the HAC Officers for approval of any exception to the 30- day requirement.
4. **Sponsorships** – In order to be eligible for end of the year awards and the State Horse show, each participant must provide a \$50 sponsorship fee. The deadline to submit sponsorships is February 1st. Sponsorship information may be found on the pinalhorse.blogspot.com
5. **Record Books** - Each member is strongly encouraged to complete a 4-H Club record book and turn it in to the 4-H office by the established county deadline. An advanced junior/senior member and/or ranch sorting member who qualified for the State Horse show is required to submit a record book.
6. **4-H Horse Advancement Program** -Utilizing the Pinal County 4-H Horse Advancement Program criteria, each member must be designated as a Beginning Horseman, Intermediate Horseman, or Advanced Horseman in all classes. You will find the criteria packet on the pinalhorse.blogspot.com website. In order to compete in the Junior or Senior division at the State 4-H Horse Show, the member must have achieved the Advanced Horseman level. Determination of skill levels may be based on the following:
 - a. If, at any event, a member demonstrates that she or he cannot perform safely at the exhibitor requested skill level at the exhibitor's 1st show, the show officials reserve the right to adjust the skill level as appropriate. The 4-H leader will discuss the member's appropriate skill level with the HAC. Junior and Senior Advanced Ropers will be assessed on the Intermediate Sled to determine appropriate skill level.
 - b. A member's certification designation will apply separately to Western Horse Shows, English Horse Shows, Gymkhana, and Roping. *For example, a person may be certified as Advanced in Western, Intermediate in English, and Beginning in Roping.*
 - c. If an individual has won at least two (2) high point or reserve high point awards the preceding year(s), the member may be advanced to the next level of certification at the option of the HAC using the skills certification criteria.
 - d. The HAC may advance a member who demonstrates skills beyond the current level criteria, after the first show and before the second show.

Section II -Horse Shows

1. Any family-owned or properly leased horse, pony, or mule, regardless of training, may be used as a project horse by a 4-H member who is properly and actively enrolled in an Arizona 4-H Horse Project.
2. Four exhibitors may use the same horse if:
 - i. The classes are individual work classes and no more than 2 exhibitors/disciplines.
 - ii. In roping classes no more than 4 exhibitors per horse.
 - iii. Tack changes do not delay a show.
 - iv. Exhibitor notifies show management of joint use on entry form to allow for more appropriate scheduling.
3. NO stallions will be allowed in the show.
4. Entry fees must be paid at the time of registration and before participating. A \$15.00 late fee will be assessed if the exhibitor is not pre-entered. Books close once the show starts. Scratches are accepted, but refunds will not be issued. No additional registrations will be accepted after books have been closed.
5. Exhibitors will be assigned a predetermined show number. You will use that number throughout the current show season, should you lose your number, please notify the show secretary prior to registration of the next show. Numbers are to be pinned on the back of the exhibitor or on both sides of the saddle pad.
6. The exhibitor must prepare his/her own animal(s) at a show without assistance from any adult, professional attendant or trainer, except where there is a question of safety.
7. **All beginners and intermediate riders only:**
 - i. Are allowed to ride with two hands without being penalized. If the rider chooses to ride with one hand, she or he must ride with one hand during the entire class in Western.
 - ii. It is only permissible to change hands to work on obstacles in trail classes.
8. Tack for **beginner and intermediate riders only:**
9. May use bosal type hackamore or snaffle type bits on horses of any age.
10. Romal reins or split reins are required for Western classes.
11. English- Bridles and bits shall be of standard English type, i.e.: English snaffle, Pelham (with four reins) or Kimberwick, all with a cavesson/noseband and browband.
12. Raking at gymkhana events: Beginner/Intermediate- to be determined by show management the day of show based on necessity for safety. Advanced- rake every 5 riders
13. In order to receive a score in goat tying, the run must be completed within one and half minutes.
14. Junior and Senior Advance riders must abide by State rules for age of horse, bit, tack, and hand usage rules.
15. When mounted all members must wear ASTM or SEI approved equestrian protective headgear with three-point harness. An approved equestrian helmet must be worn by members while participating in ANY 4-H event, including club riding meetings, pre-point shows, clinics, etc.
16. Each class shall be called at least two times prior to entering the gate and *no contestant will be permitted to enter the arena after this time*. The gate will close following the second announcement and the next contestant will be called to the arena.
17. Consumption or possession of alcoholic beverages, tobacco products, or illegal drugs is prohibited in and around all 4-H Horse Shows. Violation of this rule will result in the parent or leader being asked to leave the grounds for the duration of the show.
18. Any discourtesy or acting unmannerly towards any Judge, Show Official, spectator(s) and other exhibitors by exhibitors, spectators, and/or leaders will NOT be permitted; such behavior reported to a show official may result in the exhibitor being disqualified for the remainder of the show. Additionally, spectator(s) may be asked to leave the show grounds.
19. The judge may take an award away from any contestant for unsportsmanlike conduct even after the class has been placed.
20. Unnecessary roughness and abuse of animals will not be permitted. Unnecessary spurring, roughing the bit, striking, or beating of the horse in any manner at any time on the show grounds will cause disqualifications of the rider/exhibitor by the Judge and/or Show Officials for the remainder of the show. This decision will be final.
 - a. No Whipping, batting or spurring in front of the cinch, except for proper use of English Crops or bats
21. Misrepresentation of a horse or exhibitor in any way will be grounds for forfeiture of all prizes won and disqualification of exhibitor for this show. (such as but not limited to entering in class not in the exhibitor's classified level, exhibiting a horse not listed on exhibitor's project/show registration, age of horse, etc.)
22. Any horse that becomes unmanageable, endangers the safety of the rider, other exhibitors, spectators, or other horses (in the opinion of the Judge and/or Show Officials) will be disqualified from the class and excused from the arena.
 - a. If the horse remains unmanageable, it may be disqualified from the show.
23. NO horse is to be exercised except in assigned areas. If no separate warm up area is available you will be notified at the morning meeting day of the show, of which area to warm up in. **No horse will be permitted in the spectator area. Violators may be disqualified by Show Officials.** NO riding faster than a walk in any areas other than the show or practice rings. Only one (1) rider is allowed on any horse at one time.
24. From the time the horse enters the grounds; no trainer, or person other than the 4-H exhibitors may ride the horse and/or assist the exhibitor. This rule does not apply to shared project horses or an adult co-contestant in team roping classes

- and/or ranch sorting. The only time assistance is allowed is when the safety of a horse or rider is at risk.
25. For the safety of horses and participants, no dogs are allowed at horse shows and on horse show property.
 26. NO leader shall be permitted inside the arena, unless asked to assist in some manner by the HAC Committee.
 27. Injuries or Accidents -Any injury, accident, or damage to property which is the result of the 4-H Horse Show activities must be reported as soon as possible to the Pinal County 4-H Extension Office.
 28. The gatekeeper or designated person is the only person allowed to lead or give assistance to beginner and intermediate riders only into the arena. This person must be a certified or resource volunteer on file with the 4-H office – no parent volunteers.
 29. No bare feet or open-toed shoes will be permitted at any time while working around or in the vicinity of a horse.
 30. In all performance disciplines: **ABSOLUTELY NO** coaching toward any exhibitor in the show ring, verbal or otherwise will be permitted. This could result in the disqualification of the exhibitor by the Judge and/or Show Officials. Cheering or general encouragement is acceptable. Specific direction to an exhibitor or horse is not allowed.
 31. No horses, other than 4-H exhibitor's horses, can be present on the premises except for foals not weaned and roping events. Adult roping partners will comply with appointed rules. (See Western General Rules, State Rule Book) An eligible parent in team roping must be at least 18 years of age and a non 4-H member. Only the performance and manners of the horse being judged will be considered.

Section III – Skillathon Criteria

1. Skillathon is an event to test knowledge of specific subject matter using the experiential learning model of exploring, reflecting, and applying that knowledge.
2. A facilitator is present at each station to offer directions without helping the member perform the task or offer answers. Station scores are recorded by the facilitator and entered into a computer system that will accumulate points.
3. In the event of a tie – the contestant with the highest placings at each event will be the winner.
4. Skillathon will be held at each horse show. The fee is \$5.00 for each Skillathon.
5. You are required to attend 3 of 4 of the events in order to be eligible for awards. High Point will be awarded a championship buckle. Skillathon entry fees will pay for the championship buckle. Skillathon will not be subject to discipline sponsorship fees. (ie: must attend 2 out of 3, or 1 out 2 if less than four shows)
6. Scores at each event will be used to determine placings. Highest score wins 1st and so on. Points will be awarded based on placings and these points will be used.

Section IV -Points and Scoring for State/County 4-H Horse Show

1. Points will be earned at 4-H "pointed" county-wide Horse Shows as follows:
 - a. Points earned in each class will be credited to the 4-H exhibitor. NOT to the exhibitor's horses.
 - b. If a member entered in the wrong skill level or is moved up after the first show, points will follow the member in the new level and times will be used to place member in gymkhana events for points.
 - c. Points earned by an exhibitor will accumulate until the end of the current 4-H year to determine who qualifies from the Junior and Senior Advance divisions for the Arizona State Horse Show. Exhibitors will be selected and approved by their respective County Extension Office after meeting county criteria.
 - d. Points earned in each class will be:

1st place = 10 points	4th place = 7 points	7 th place = 4 points	10 th place = 1 points
2nd place = 9 points	5th place = 6 points	8 th place= 3 points	
3rd place = 8 points	6th place = 5 points	9 th place= 2 points	

- e. Total points will be maintained by a HAC Vice President
- f. State 4-H Horse Show eligibility shall be determined by the points scored per event at pointed County Horse Shows. All County exhibitors gaining points from one (1) show will be eligible to attend the State 4-H Horse Show.
- g. In the Junior and Senior Advanced Classes, the top four (4) exhibitors who have accumulated the most points in each class will be eligible to compete at the Arizona State 4-H Horse Show in that class. If exhibitors tie for the top four (4) placing, the following system will be used to determine who represent Pinal County in the State event:
- h. Ties for High Point and Reserve High Point awards shall be handled as follows:
 - i. The person who participates in the most classes shall receive the award.
 - ii. In the event they have equally participated, the person who has the most 1st places shall receive the award, if no 1st place, then most next highest placings.
 - iii. If neither is eligible for another event, the individual who has participated in the most shows during the

- past year wins the tie.
 - iv. If one (1) exhibitor is going in another event, the other contestant not yet going wins the tie.
 - v. If both exhibitors are going to State in other events, the one with the least classes wins the tie.
 - vi. At the discretion of the HAC.
 - i. An incorrect pattern is not grounds for disqualification in Western and English Events. Failure to complete a pattern is grounds for disqualification in Western and English Events.
 - j. In Ranch Sorting, if a point tie exists, then the largest number of cows sorted in a single run will break the tie.
2. Ranch Sorting Qualifications for State:

The Pinal County Quotas for Ranch Sorting Discipline for the Arizona State 4-H Horse Show is: 8 teams total

Ranch sorting is open to all junior/senior members who meet the age requirements. Teams are determined by age not skill. Members can enter on only two (2) different teams with different partners. Open teams will be filled by a voluntary draw of members qualified from each county at the state 4-H horse show, if desired.

If empty qualifier slots for Ranch Sorting are left, then mixed county team competitors will fill those slots based upon the highest number of cows sorted per mixed county team. That slot will be filled as a DRAW slot.

Eligibility for Year End High Point and Reserve High Point Awards

1. 4-H Members must compete in a discipline 3 out of the 4 shows to be eligible for Year End High Point and Reserve High Point Awards for that discipline. (ie: must attend 2 out of 3, or 1 out 2 if less than four shows for each discipline.)
2. A family member or exhibitor must volunteer at every show (discipline) the member is participating in. Credit will be given for one show (discipline) if a family member or exhibitor works in a show (discipline) that they are not participating in.
3. Two representatives from the youth's horse and pony project club must attend all HAC meetings scheduled for the year. One meeting absence will be allowed per 4-H season per club, additional absence(s) will be reviewed and allowed or disallowed at the discretion of the HAC Officers prior to the next scheduled Horse Show. (See Governance 3.)
4. Ranch Sorting will be awarded high point from all teams.
5. In order to be eligible for end of the year awards and State Horse show eligibility, each participant must provide a \$50 sponsorship fee due by February 1st. Sponsorship information may be found on the pinalhorse.blogspot.com
6. Depending on annual budget and participation, additional awards may be presented based on award committee recommendations.

Section V-Protests and Appeals

1. Show Officials shall select three (3) members of the HAC to serve as a Grievance Committee at each show.
2. The Decision of the Judge is FINAL.
3. All protests must be made in writing by the parent/guardian, leader, or 4-H exhibitor, and must be accompanied by a deposit of \$10.00. Protest deposits will be refundable if the complaint is substantiated. Protests must clearly state the following:
 - a. Cause of the complaint.
 - b. Reasons for the appeal, with specific charges.
 - c. Reference to policy or rule violation.
 - d. Names of the witnesses and their address.
4. The exhibitor may appeal the judge's decision to the Grievance Committee only when:
 - a. The award has been made in violation of the rules governing the show, or
 - b. The decision of the judge has been influenced or interfered with by another.
5. No protest/appeal based on the statement that the judge(s) are incompetent or have overlooked an animal or performance will be considered by the Grievance Committee.
6. Final decisions on rule interpretations, protests, appeals, or cases of disorderly conduct at any County 4-H Horse event will be made by the HAC, three (3) enrolled 4-H Horse Leaders, and a 4-H Youth Development Agent/Staff from Pinal County Cooperative Extension.

Appendix A

Pinal County 4-H HAC Officer Roles and Responsibilities

President

- Coordinate & facilitate events and meetings, communicate policy & process changes for Horse Project
- Horse Show Event Tasks - class listings, program, sponsors, patterns, judges
- Voting Member on policies and Horse Project activities (only in the event of a tie)
- Create and distribute judges show and rule packet
- Coordinator for Horse skill-a-thon
- Project newsletters and communications county wide
- Update website with announcements, horse show results
- Coordinate county members for State Fair qualification

Vice President

- Coordinate horse show facilities with President
- Find Judges/Cattle (maintain judges docs on Dropbox)
- Voting Member on policies and Horse Project activities
- Ensure horse show ribbons/awards are available
- Audit horse show results spreadsheet and maintain annual points (electronic copy maintained @ every event)

Secretary

- Take meeting minutes - link on website and send notification to Maria they are available
- Update event schedule on website (roll older stuff to bottom)
- Send meeting notification form to extension office
- Create and distribute agenda for HAC meetings
- Keep up to date member listing from extension office - required prior to horse shows
- Update pattern book and send show patterns to President prior to show
- Ensures sponsorship tax eligible letters go out from the office by Jan 31
- Voting Member on policies and Horse Project activities

Treasurer

- Keep an up to date electronic ledger of account balance and all debit/credits
- Create a budget for the year - year end award and horse show estimates
- Provide horse show event reports at each meeting- how much received/expenses, etc.
- Reconcile HAC ledger with extension office Ledger
- Withdraw/deposit funds with Extension Office
- Responsible for paying for purchase orders, etc. (Ribbons, Buckles, Awards, Horse Show Expenses)
- Voting Member on policies and Horse Project activities

Member at Large

- Voting member
- Knowledge source
- Responsible for volunteer sign up and tracking for each show
- Responsible for managing and posting for social media accounts
- Securing sponsorships (both members at large sponsorship committee)
- Coordinate equipment to shows (if we do not purchase a trailer)