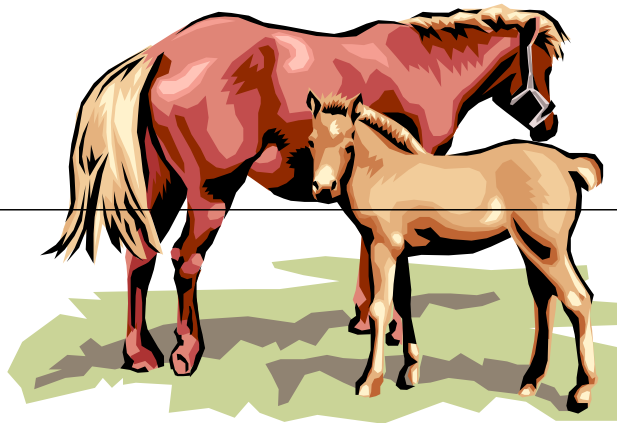




La Crosse County 4-H

Horse Project



Rules & Guidelines

Welcome to the La Crosse County 4-H Horse Project!

The purpose of this packet is to provide you with information; inform you of important deadlines, rules and guidelines; and answer commonly asked questions.

Once you and your parents have read this packet, you'll need to complete the Acknowledgement Form attached and file that form with the Extension Office as soon as you can, or by May 1st at the latest.

BASIC INFORMATION

First, you don't need to own a horse to participate! Areas of participation, with and without a horse, are described under the "Opportunities" section.

Enrollment in the Horse or Horseless Horse projects is open to anyone in grades 3 - 13. You must be a member of La Crosse County 4-H, but may live in a surrounding county. Anyone grade 3 or over may participate with a horse at the Fair. The grade you are in as of January 1st of the exhibit year determines which classes you may enter at the Fair.

When riding, you will be required to wear an SEI approved equestrian helmet, boots with a hard sole and heel, long pants, and other clothing appropriate for the discipline in which you are participating.

HOW DO I PARTICIPATE?

New enrollments: Anyone enrolling in 4-H for the first time must be enrolled with the La Crosse County Extension Office by April 1st of the exhibit year in order to participate in the fair and be eligible for awards. All enrollments are due by April 1st, unless April 1st falls on a weekend, in order to participate in competitive events such as softball, fair, etc.

Re-enrollments: Anyone re-enrolling in 4-H must be enrolled with the La Crosse County Extension Office each 4-H year (Sept. 1 - Aug. 31) by December 1st. From December 1 to April 1, late fees apply. Anyone re-enrolling after April 1st will not be eligible for fair participation or awards. All enrollments are due by April 1st, unless April 1st falls on a weekend, in order to participate in competitive events such as softball, fair, etc.

Your horse must also "enroll." By May 1st of the current exhibit year, any and all horses you may be able to show, or may even consider showing, at the fair need to be registered with the Extension Office. If a registration is not on file by May 1st, you will not be able to show that horse at the fair. A copy of the form is provided at the back of this packet or at the Extension website.

You must sign up for the Fair. La Crosse Interstate Fair Premium List booklets will be available beginning in May at the Extension Office, the 4-H Horse Project meeting, or at your individual club meetings. To avoid late fees, submit your fair entries to the Extension Office by the entry due date (early in June).

Coggins Test: The State of Wisconsin requires an annual negative Coggins test. This test must be done by a licensed veterinarian to show that your horse does not carry the incurable disease Equine Infectious Anemia. Results are good only for the calendar year in which the test was given. Any time your horse leaves home, the original test paper must accompany you. All events, shows, clinics, drill team, trail rides, and fair will require a copy of this test paper be left at the site of the event.

WHAT OPPORTUNITIES EXIST?

There are many areas of participation - remember, you don't need to own a horse to participate! Following are brief descriptions of some of the opportunities available:

Horsin' Around: Open to all ages. You'll learn care, management, grooming, parts of the horse, equipment, etc., receive assistance with horse-related activities, or create a horse-related craft item. **Horsin' Around** meetings will be scheduled and announced in the *Cloverline*.

Horseless Horse: You don't own a horse, but you can team up with someone who does. You'll be able to participate in project activities and exhibit in special classes at the Fair. Let us know if you're interested in being a horseless horse member or a horseless horse "buddy."

Model Horse: Members exhibit model horses in different classes - just like a real horse show.

Hippology: Learn to identify parts of the horse, markings, breeds, colors, or other knowledge related to horse science, by matching pictures to definitions.

Horse Bowl: A team participation activity. Team members learn more in-depth information about horses in a quiz bowl format. State competition is in early May.

Speech: Choose a horse-related topic and create a speech.

Demonstration: You can demonstrate how to shine boots, how to prepare horse treats, how not to handle a horse, or anything else you can think of that may be interesting and informative.

Poster: Any design you wish to create about horses, per fair entry requirements.

Mounted Drill Team: A team of riders performs a choreographed pattern, set to music.

Horse Shows: Horse show activities include halter, showmanship, pleasure, equitation and trail classes; gymkhana; driving; and jumping.

To exhibit the following at the fair, you must also enroll in the corresponding 4-H project.

Art: Apply your artistic talent within the Horse Project and create a drawing, painting, craft item, ceramic, etc.

Photography: Combine your love for horses with the camera and exhibit your work in several different categories, per fair entry requirements.

Clothes Horse: You may create any article that you or your horse can wear, along with other horse-related items.

Veterinary Science: Explore a horse management topic, such as anatomy or diseases.

Woodworking: You may build a saddle stand, jump, hat rack, etc.

In addition to the above, the State 4-H Horse Expo (in September) has the following activities.

Horse Judging: Develop and/or improve your ability to picture an ideal horse and recognize undesirable traits associated with judging horses.

Team Problems: Teams of 3 - 4 youth analyze an equine-related problem and present an oral solution.

Creative Writing/Scrapbooking: Write a short story (fact or fiction) or poetry, or tell a story by creating a scrapbook.

WHAT IS THE ORGANIZATION'S STRUCTURE?

The officers of the County level project are adult leaders. Youth advisors, at grade levels 3-5, 6-8, and 9-13 are voted into office each year. Youth may serve unlimited terms. Some duties include attending planning meetings to offer input and assisting with County 4-H Horse Project activities.

A copy of the organization's bylaws is attached.

ATTENDANCE REQUIREMENTS

You, as the youth member, must attend a minimum of three county-wide meetings, clinics, or educational sessions each 4-H year (Sept. 1 - Aug. 31). At least one of these three must be a 4-H Horse Project meeting and at least one of the other two must be with your horse. To exhibit the horse at fair, you will need to pass a safety test with that horse. You are strongly encouraged to make the overnight clinic in May on one of the events with your horse; safety tests will be given at the end of that clinic. Anyone showing more than one horse must attend a clinic and pass the safety test with each horse. (Bring your horse(s) to an approved clinic sometime between January 1 and Fair.) It is the member's responsibility to sign up on the attendance sheets available at each event to receive attendance credit. Remember, attendance counts only if you attend --- not your parents! We encourage you to meet your attendance requirements early.

Additionally, each family will be required to volunteer a minimum of four (4) hours at our fundraising events during the year (Fair to Fair). These hours must be logged in two-hour increments, and may be worked by the 4-H youth member, siblings of 4-H age, or parents. No child under the age of 11 may work without being accompanied by a responsible guardian.

A county-wide horse project meeting is held several times during the year. This meeting combines business with educational sessions. Meeting notices will appear in the *Cloverline*, the monthly county newsletter.

County-wide clinics will be offered by the project and held at the fairgrounds. Schedules will be available at meetings and on the Extension website. Most clinics are free and are an opportunity for you and your horse to attend to learn new skills, gain confidence in the showing, or simply "polish up."

Members in grade 13 must meet the same requirements as other project members. However, they may be able to substitute working four (4) hours at a 4-H Horse Project function for one meeting, with board approval.

Do FFA members have the same requirements?

YES! Anyone enrolled in a non-4-H organization must follow all requirements, including attendance and horse registration, to exhibit at the fair. Non-4-H members are not eligible to show at the State 4-H Horse Show however.

Regular Meeting Schedule:

Second Tuesday or Thursday of those months with meetings:
General county-wide meeting and educational session

Other meetings, clinics and educational sessions announced in the Cloverline.

FAIR ELIGIBILITY

Failure to meet any of the following will result in you not being able to participate with your horse at the Fair.

1. You must be a registered 4-H or FFA member (grade 3 - 13, as of January 1 of the exhibit year) by April 1 of the exhibit year. All enrollments are due by April 1st, unless April 1st falls on a weekend, in order to participate in competitive events such as softball, fair, etc.
2. You must sign the Acknowledgement Form at the end of this packet and submit it to the Extension Office by May 1 of the exhibit year.
3. You must have registered your horse(s) with the Extension Office by May 1. This form is provided to you by the Extension Office and is available at all meetings. A copy is attached for your reference.
4. You must satisfy the meeting, clinic, and fundraising requirements previously listed. It is your responsibility to be sure you have met these requirements; no one will contact you.
5. Your horse must have a current negative Coggins test. The horse's name on the Coggins form must match the name on the horse registration form and on the fair entry.
6. If, for some reason, special circumstances occur with regard to any of the above eligibility requirements, you must submit your request for an exception, in writing, to the 4-H Horse Project Executive Board, c/o Bob Matysik, La Crosse County Extension Office, 400 4th Street North, La Crosse, WI 54601. The Executive Board will meet, consider your request, and notify you of the outcome. Exceptions may be granted only under extraordinary circumstances.
7. Fair eligibility requirements must be met by the Friday prior to the start of the fair.

FUNDRAISING ACTIVITIES

You will be asked to participate in fundraising activities that are decided on by the membership. Each year the Horse Project conducts a major fundraising effort and arranges sponsorships to help buy ribbons, trophies, and special awards; fund achievement awards; help pay for clinics and judges; and generate funds to meet project expenses. Each family is expected to contribute a minimum of four hours to the project's fundraising activities.

VOLUNTEERS

As a project member family, we need your help. The organization cannot function without volunteers and opportunities abound to contribute time and talent! You can be a "helper" or enroll as a 4-H project leader and become a part of the over 300 volunteers county-wide. There is a volunteer orientation provided. Your interest is the only requirement!

RECORD BOOK

At the end of the 4-H year, you will be asked to submit a record book. This is a record of your project work, goals and achievements. Your record book will be evaluated and is the basis for county achievement awards. Completed and evaluated books may earn Bonus Bucks.

BONUS BUCKS

Bonus bucks are earned by each member throughout the calendar year. These may be used to “purchase” horse-related items at the annual Bonus Bucks auction in January. (Family members may use these bonus bucks if the youth member is unable to attend.) Each meeting, educational event, clinic, or time spent at fundraisers is recorded for Bonus Bucks credit points. But remember, it’s your responsibility to sign the attendance sheet. Here is how the points are awarded:

<u>Event</u>	<u>Bucks Awarded</u>
Regular meeting attendance	5
Clinic participation	5
Work at fundraisers (beyond 4-hour requirement)	5 - 15
Approved seminar outside La Crosse County	5
Drill team member (in good standing)	25
Hippology team member (in good standing)	25
Horse Bowl team member (in good standing)	25
Obtaining a \$25 ad sponsor	15
Obtaining a \$50 ad sponsor	25
Obtaining a banner sponsor for arena	50
Clinic instruction/assistance (depending on participation)	10 - 25
Demonstration/speech given at project meeting	25
Completed and checked record book	25
10-Pack Bonus (attend 6 meetings, 2 clinics, and 2 fundraisers)	75

OFFICIAL NEWSLETTER

The official newsletter for La Crosse County 4-H is the *Cloverline*. The *Cloverline* is published monthly and is mailed by the Extension Office to all 4-H members’ homes and FFA advisors. Watch the *Cloverline* for meeting notices and things you need to know. Any rule or guideline changes or clarifications will be published in the *Cloverline*. You are responsible for getting that information.

FORMS

We’ve attached for your information a copy of the 4-H enrollment form; a copy of the horse registration form; a copy of a correctly completed fair entry blank; and a copy of our bylaws. Also attached is an Acknowledgement Form for members and parents to complete which indicates you have received this packet, understand its contents and agree to the rules as stated. This information is also available at <http://lacrosse.uwex.edu/4h/projects.html>.

WHO CAN I CONTACT FOR MORE INFORMATION?

UW-Extension, Bob Matysik,	
La Crosse County 4-H & Youth Agent	785-9593
Adult Leader, Nancy Wakefield	787-5628
Adult Leader, Sally McCann	786-0309
Adult Leader, Carolyn Christopherson	857-3666
Adult Leader, Wendy Pradovic	786-1332

Website: <http://lacrosse.uwex.edu/4h/projects.html>

BYLAWS
La Crosse County
4-H Horse and Pony Project

Adopted November 11, 1997
Amended September 13, 2005

ARTICLE I
Name

The name of this organization shall be La Crosse County 4-H Horse and Pony Project (hereinafter referred to as "4-H Horse Project").

ARTICLE II

Purpose

The purpose of the 4-H Horse Project shall be to:

- Promote 4-H Horse Project participation;
- Improve, foster, promote, and develop 4-H Horse Project programs;
- Provide leader training;
- Establish policies;
- Provide financial support for county-wide 4-H Horse Project programs;
- Accept funds for the advancement of 4-H Horse Project activities and programs; and
- Promote the overall youth development philosophy of the 4-H program.

ARTICLE III

Membership and Voting Privileges

Membership is open to and includes all currently enrolled La Crosse County 4-H Horse Project members, adult leaders, and parents or guardians of said members, regardless of race, creed, national origin, or financial status.

Anyone meeting the membership criteria above is eligible to vote at meetings of the 4-H Horse Project for purposes of election of the Executive Board, bylaw changes, and any other business which may come before the meeting.

La Crosse County UW-Extension personnel are ex-officio members of the 4-H Horse Project.

ARTICLE IV

Organizational structure

The 4-H Horse Project is part of the 4-H program in general and, specifically, the La Crosse County 4-H program. As such, the policies and guidelines of the La Crosse County 4-H program apply to the 4-H Horse Project. This includes an annual report and financial audit filed with the La Crosse County 4-H Executive Committee.

The officers of the 4-H Horse Project shall be as follows and may not serve more than two consecutive terms in the same office:

Treasurer – two year term (elected to assume office in even-numbered years)

Secretary – two year term (elected to assume office in odd-numbered years)

Vice President – one year term (assumes Presidency the next year and
Past Presidency the following year)

President – one year term

Past President – one year term

Election of officers will occur in October and newly elected officers will assume office the following January. Any vacancy occurring in these positions will be filled by special election held at a general meeting.

Officers' Duties:

President: Shall preside at all regular and special meetings of the 4-H Horse Project and be ex-officio member of all standing committees. The President and the Cooperative Extension Service agent may act on project business which in their judgment would not require a special Executive Board meeting or where time warrants such action. The President shall appoint temporary committees, set monthly Executive Committee meetings, and prepare meeting agendas.

Vice President: Shall preside in the absence of the President and take care of all duties of the President during his/her absence.

Secretary: Shall keep complete minutes of all meetings and keep the attendance records of the members. The Secretary is responsible for correspondence including submission of articles and information to the County 4-H newsletter.

Treasurer: Shall collect and promptly deposit all funds in the 4-H Horse Project's account, pay bills, submit State and Federal tax reports as required and keep all financial records. The Treasurer shall also submit a written monthly report to the Executive Committee. The Treasurer and one additional officer's signature shall be required on all funds dispersed. Expenditures in excess of \$100 must have the Executive Board's prior approval.

The **Executive Board** shall consist of the officers of the 4-H Horse Project. The officers have voting privileges. The Executive Board shall also consist of youth advisory representatives annually elected by the members, without voting privileges. The past president serves as a member of the Executive Board with voting privileges. The Cooperative Extension Service agents serve as ex-officio members without voting privileges.

The duties of the Executive Board shall be:

1. Recommend an annual county 4-H Horse Project calendar of events and activities.
2. Transact necessary business in the intervals between general meetings and such other business as may be referred to it.
3. Review and prepare agendas for the general meetings.
4. Create standing and special committees.
5. Prepare and submit to the general meeting an annual budget.
6. Approve routine bills within limits of the budget and make purchases without prior approval up to limits established by the general membership.
7. The Executive Board may not conduct business without a majority present.

**ARTICLE V
Committees**

The President shall have the authority to appoint committees for any purposes or activities approved by the 4-H Horse Project or Executive Board. The President shall have authority to appoint a committee chairman. The chairman shall submit a committee activity and financial report to the Executive Board.

**ARTICLE VI
Meetings**

Meetings of the 4-H Horse Project will be held at least six (6) times per year. Additional meetings may be called by the Executive Board. The purpose of these meetings is to conduct business and provide educational programs.

ARTICLE VII

Quorum

A quorum of members representing at least twenty (20) members of the 4-H Horse Project shall be required to conduct business.

**ARTICLE VIII
Fiscal Year**

The fiscal year of the 4-H Horse Project shall be from January 1 through December 31 of each year.

ARTICLE IX

Amendments

The Bylaws shall be amended at any general meeting by a two-thirds majority of the members present. Notice must have been given at a previous meeting or through notification by mail at least thirty (30) days prior to the vote.



Wisconsin 4-H Member Enrollment Form

Please Print Information



County _____ 4-H Club _____
 Last Name _____ First Name _____ MI _____
 Mailing Address _____
 City _____ State _____ Zip _____
 Home Phone _____ Cell Phone _____
 Birthdate _____ Gender: Male Female
 Grade _____ School Name _____ Year in 4-H (Incl. this yr.) _____
 E-mail address where you'd like to receive communication _____
 If available, I'd prefer electronic communication: Yes No

Residence: Farm Rural non-farm or Town less than 10,000
 Town/City 10,000 to 50,000 Suburb of City over 50,000 City over 50,000

Ethnicity: (check one): Hispanic or Latino - **OR** - Not Hispanic or Latino

Race (check all that apply): White Black or African American
 American Indian or Alaskan Native Asian
 Native Hawaiian or Other Pacific Islander More than one Race Undetermined

Parent/Guardian(s) Residing at the Same Address as the Member

Parent/Guardian Name(s) _____
 Work Phone _____ Cell Phone _____
 Parent's E-mail _____
 Please attach additional parent/guardian name(s) and contact information to this form

Project Enrollment - For more projects, please attach an additional page.

<u>Project Code</u>	<u>Project Name</u>	<u>(Year in Project)</u>	<u>Need Literature</u>
_____	_____	_____	Yes or No
_____	_____	_____	Yes or No
_____	_____	_____	Yes or No
_____	_____	_____	Yes or No
_____	_____	_____	Yes or No
_____	_____	_____	Yes or No
_____	_____	_____	Yes or No
_____	_____	_____	Yes or No

Yes No I grant the University of Wisconsin Board of Regents and University of Wisconsin-Extension (hereinafter University) the right to publish, and copyright my image (including audio, moving image or photography) for educational programs, websites, and promotion of University programs.

Yes No I want the University of Wisconsin-Extension to keep my name and contact information private when creating a public record or list.

Yes No I require an accommodation for a disability to participate in this program.

Member Signature _____ Leader Signature _____
 Parent/Guardian Signature _____ Date _____



An EEO/AA employer, the University of Wisconsin-Extension provides equal opportunities in employment and programming including Title IX and American with Disabilities Requirements.

4-H Horse Project Registration

Member's Name _____ 4-H Club _____

Grade (January 1-exhibit year) _____

Address _____ Phone _____

Date of ownership or management of project: _____

If management, who owns animal: _____

Breed/type _____ Registered Grade _____
(circle one)

Foaling Date _____ Mare Gelding _____
(circle one)

Body Color _____ Height _____

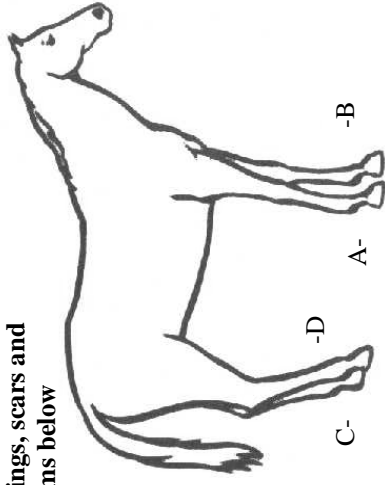
Name of Animal _____

This form must be submitted for each animal (horse/pony) you intend to show at Fair.
**FAILURE TO DO SO, WILL ELIMINATE THE ANIMAL FROM SHOWING IN
THE 4-H YOUTH HORSE SHOW DURING THE FAIR.**

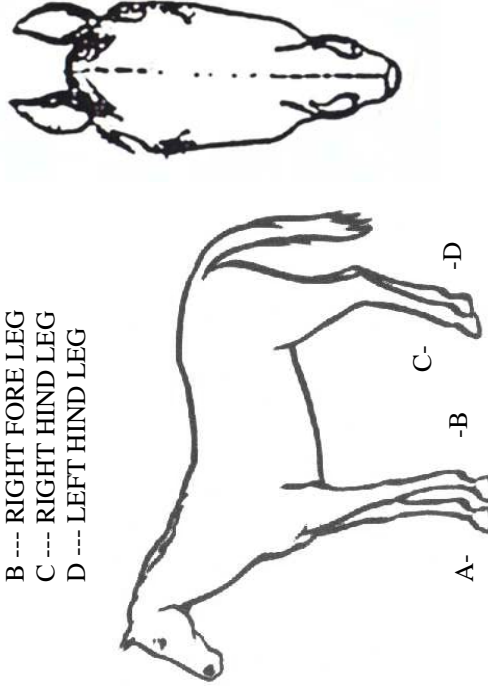
Signature of parent/guardian _____

**THIS FORM IS DUE IN THE
LA CROSSE COUNTY UW-EXTENSION OFFICE
400 4TH ST N ROOM 3140, LA CROSSE, WI 54601
NO LATER THAN MAY 1ST.**

Indicate all markings, scars and brands on diagrams below



A --- LEFT FORE LEG
B --- RIGHT FORE LEG
C --- RIGHT HIND LEG
D --- LEFT HIND LEG



FORE LEGS	FRONT	VIEW	HIND LEGS
R I G H T	L E F T	R I G H T	L E F T
B-	-A	C-	-D

FORE LEGS	REAR	VIEW	HIND LEGS
L E F T	R I G H T	L E F T	R I G H T
A-	-B	D-	-C

CHECKLIST

(Keep the top section of this page for your reference.)

We have:

- _____ Enrolled in 4-H and the Horse Project by April 1st of the exhibit year.
- _____ Signed and submitted our acknowledgement form (below) by May 1st.
- _____ Registered our horse(s) by May 1st of the exhibit year.
- _____ Had our horse(s) tested for equine infectious anemia (Coggins test).
(Horse's name on the Coggins form must match name on horse registration form and fair entry.)
- _____ Signed up for the fair using the Fair Premium List.
- _____ Confirmed that we have met the fair eligibility requirements.
(Records will be available at project meetings.)

Detach and return the form below to the Extension Office no later than May 1st.

ACKNOWLEDGEMENT

(Detach and return by May 1st.)

All 4-H members in your family, along with your parents, should sign this form.

We have received the La Crosse County 4-H Horse Project Guidelines and Rules. We understand the contents and agree to abide by the rules as stated therein.

Date: _____

Member

Member

Member

Parent or Guardian

Submit this form by 5 pm May 1st to:
(Postmarked by April 28th)

La Crosse County Extension Office
400 4th Street North, Room 3140
La Crosse, WI 54601

