

Bay County



Horse and Pony Project Record Book

Name: _____

4-H Club: _____

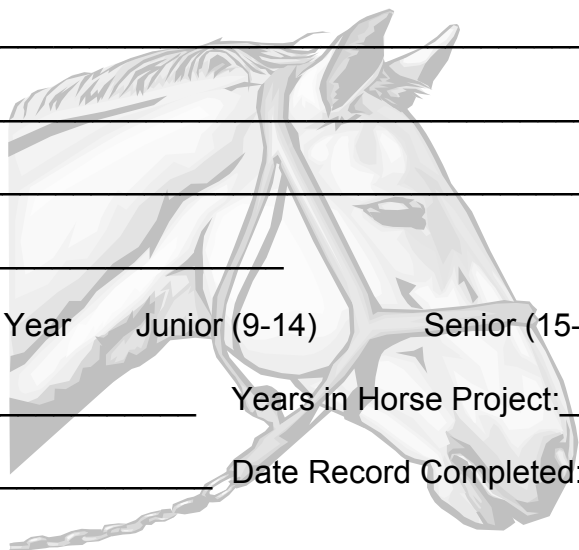
4-H Leader: _____

Age (as of 1/1): _____

Division: (circle one) 1st Year Junior (9-14) Senior (15-19)

Exhibitor Number: _____ Years in Horse Project: _____

Date Record Began: _____ Date Record Completed: _____



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The 4-H Pledge

I pledge...

My HEAD to clearer thinking,
My HEART to greater loyalty,
My HANDS to larger service, and
My HEALTH to better living,
For my club, my community, my coun-
try, and my world.

The 4-H Motto

“To make the best better.”



About My 4-H Club

My 4-H Club Information

Club Name _____

Club Leader(s)

Club Officers

President _____

Vice President _____

Secretary _____

Treasurer _____

Historian _____

Other _____



Why Keep Records?

- Members learn more about their project animals - costs, feed, health and management skills.
- Documents activities and progress in the project.
- Improves management and production practices.
- Helps plan future projects.

Keep this record as part of your Personal 4-H Records.
This information is helpful in applying for 4-H awards and scholarships.
Remember - records are no better than what YOU put into them!

Member's Signature

Parent's Signature

Leader's Comments:

Horse Leader's Signature: _____

Extra Credit for my Horse Project?

An outstanding 4-H project record is one that goes above and beyond what is expected. Be creative!

- A completed record book should have a beginning and final photograph. You are encouraged to be in the photo with your project animal(s) and to include more photographs. Include captions. You may use additional pages.
- Write a report on a related topic of at least one page:

Proper Care and Nutrition; Selection; Animal Science; Safe Management Practices or Diagram of Farm Set-up; Veterinary Science; Food Products (such as sample "healthy" recipes); Judging, etc.

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Required Elements of the Horse Project Record Book

- ◆ Record book begins on January 1 of the current 4-H year. Exceptions must be clearly documented in the record book.
Exceptions include, but are not limited to, purchase or lease of project horse after September or you are a new member joining the club before May 1.
- ◆ Please keep the Record Book pages in order. Any additional content must be placed at the end of the Horse Record Book.
- ◆ The Horse Record Book must be submitted in a binder or notebook. No loose pages please.
- ◆ All signatures are required on the “signature page”. The parent signature may be waived if the 4-H member is 18 years of age or older.

Instructions for Completing Your Horse Record Book

Why keep records?

Properly kept records are a vital part of horse ownership. Records give a clear picture of what you have invested in the project. Records also provide you with accurate facts about your horse project.

Cover Page/Club Information

- ◆ 4-H age is the 4-H member’s age as of January 1 of the current year.
- ◆ Years in horse project do not include years as a Cloverbud and does include the current year.
- ◆ Date record completed should reflect the date of the last entry.

Determining Skill Level

- ◆ **Use these sheets to evaluate your skills at the beginning of your project and again just prior to the Ionia Free Fair. This will help you in determining if you met your beginning project goals for the year.**

Description of Project Horse/Pony and Secondary Horse/Pony

- ◆ Photo(s) must clearly show the full body view of the horse(s).
- ◆ The description of the horse(s) must be written using proper terminology.

Required Elements of the Horse Project Record Book

(Continued)

Horse Health

- ◆ Health records should begin on January 1 and end when the record book is considered complete (should match end date on cover of record).
- ◆ If no illness/injury or dental care, explain what you did to maintain your horse's health.

Feeding and Bedding Summary

- ◆ Amount column should reflect number of pounds used for one month (30 or 31 days).
- ◆ Cost should reflect the cost of the number of pounds used in that month. For example, if you buy 50 pounds of feed for \$8.00 in September, but you only feed 25 pounds the cost in the September cost box should be \$4.00.
- ◆ If your family bales their own hay, assign a fair market value to each bale of hay used. For example, if you use 10 bales of hay in January and you choose to assign \$2.50 per bale, you would document \$25.00 spent on hay in the January cost box.
- ◆ Describe your feed in terms you understand. Do not include actual samples.
- ◆ Describe hay and pasture using proper terminology such as alfalfa, timothy, grass, etc.
- ◆ Describe supplements provided to your horse using brand name if applicable and include salt/mineral blocks if provided. Explain why you provide the supplement(s) to your horse.
- ◆ Describe bedding used such as straw or pine shavings. If no bedding is used, please explain (e.g. horse is kept outside with shelter).

Project Plans/Results

- ◆ Answer all three questions regarding your project.

Hours Spent grooming/caring for and riding your project horse

- ◆ Record the total number of hours you have spent caring for, grooming and riding your horse per week. Week 1 will be the week beginning on January 1.
- ◆ Please include hours spent with back up horse as well.

Required Elements of the Horse Project Record Book

(Continued)

4-H Community Service and Fundraising

- ◆ List community service events you have participated in with your club and the total number of hours spent on the activities.
- ◆ List club fundraising activities you have participated in.

Educational Experiences

- ◆ List experiences starting as of January 1.
- ◆ Examples include seminars, clinics, and informational book(s) you read and meeting presentations. A general 4-H club meeting does not count as an educational experience unless there is a special presentation, specific educational topics discussed or speaker.

Show and Event Record

- ◆ Please list shows, clinics, and other events that you have attended with your horse and the result of the event (results can be placing or what you learned at the event).
- ◆ **Remember that one (1) clinic or show is mandatory in order to be eligible to exhibit at the Ionia Free Fair.**

Club Meetings and Riding Practice Attendance

- ◆ Include the time you spend at your 4-H club meetings.
- ◆ Meeting topics would be a one or two word description of what was covered at the meeting.
- ◆ Remember that two (2) riding practices are mandatory in order to be eligible to exhibit at the Ionia Free Fair.

General

- ◆ If you did not make any entries on a page, the page must still be included when turning your book in. Include any explanations as to why a page is left blank or if you cannot meet expected requirements.
- ◆ The book may be decorated or enhanced as long as all pages are included and kept in order. **Put all additional pages including extra credit in the back of the record book.**
- ◆ Do not include pages from previous years.
- ◆ Consider using dividers with tabs to organize your record book (especially for the extra information included at the end of the record book).

My Skills at the 1st Club Practice of the Year

Evaluate your skills on your own. If you need help, ask your leader or a knowledgeable parent or helper.

Date Completed: _____

All riders must be instructed on and demonstrate the basic ring etiquette guidelines as listed below:

- Knows when to pass and how to pass safely
- Moves in and out of crowd safely
- Remains on the rail
- Maintains proper distance behind other horses

WALK/TROT

- Leads safely
- Mounts and settles the horse
- Dismounts safely
- Ties with quick release knot
- Maintains a controlled walk
- Maintains a controlled trot
- Stops with control
- Executes a controlled 90° turn
- Backs at least 4 steps

NOVICE - All previous plus:

- Lopes a controlled small circle
- Recognizes correct lead
- Recognizes diagonals
- Recognizes gaits

INTERMEDIATE - All previous plus:

- Execute a controlled 180° turn on haunches and forehand
- Executes simple lead changes
- Performs a Figure 8 with lead changes
- Maintains correct leads on the rail
- Lengthens the walk
- Lengthens the trot
- Backs an "L"
- Transitions from walk to lope

ADVANCED - All previous plus:

- Side passes
- Serpentine at trot
- Backs thru figure 8
- 360° turn on the haunches and forehand
- Counter canter
- Hand Gallops with control
- Flying lead changes



My Skills at the Last Club Practice of the Year

Evaluate your skills on your own. If you need help, ask your leader or a knowledgeable parent or helper.

Date Completed: _____

All riders must be instructed on and demonstrate the basic ring etiquette guidelines as listed below:

- Knows when to pass and how to pass safely
- Moves in and out of crowd safely
- Remains on the rail
- Maintains proper distance behind other horses

WALK/TROT

- Leads safely
- Mounts and settles the horse
- Dismounts safely
- Ties with quick release knot
- Maintains a controlled walk
- Maintains a controlled trot
- Stops with control
- Executes a controlled 90° turn
- Backs at least 4 steps

NOVICE - All previous plus:

- Lopes a controlled small circle
- Recognizes correct lead
- Recognizes diagonals
- Recognizes gaits

INTERMEDIATE - All previous plus:

- Execute a controlled 180° turn on haunches and forehand
- Executes simple lead changes
- Performs a Figure 8 with lead changes
- Maintains correct leads on the rail
- Lengthens the walk
- Lengthens the trot
- Backs an "L"
- Transitions from walk to lope

ADVANCED - All previous plus:

- Side passes
- Serpentine at trot
- Backs thru figure 8
- 360° turn on the haunches and forehand
- Counter canters
- Hand Gallops with control
- Flying lead changes



Description of Project Horse/Pony

Project Horse/Pony Photo

A photo of your project animal is required.
Photo should show entire horse clearly.

Registered Name of Horse: _____ Barn Name: _____

Breed: _____ Registration Number: _____ Not Registered

Color: _____ Mare ___ Gelding ___ Foal/Yearling Year Foaled: _____

Horse's Height: _____ Horse's Weight: _____

Purchase Date: _____ or Lease Date: _____

Describe your horse: _____

Description of Secondary Horse/Pony

Secondary Horse/Pony Photo

A photo of your project animal is required.
Photo should show entire horse clearly.

Registered Name of Horse: _____ Barn Name: _____

Breed: _____ Registration Number: _____ Not Registered

Color: _____ Mare ___ Gelding ___ Foal/Yearling Year Foaled: _____

Horse's Height: _____ Horse's Weight: _____

Purchase Date: _____ or Lease Date: _____

Describe your horse: _____

Horse Health

Veterinarian's Name: _____ Phone Number: _____

Vital Signs

Normal vital signs are: Temperature - 100-100.5 degrees Respiration - 8-15 breaths per minute
 Pulse - 45-60 beats per minute

My horse's temperature is: _____ My horse's respiration is: _____

My horse's pulse is: _____

Immunizations

Please consult your veterinarian for the shots he/she recommends for your horse.
 Include a copy of immunization documentation at the end of the record book.

Date	Common Name	Vaccine Description/Ingredients	Cost	Administered by
				___ Vet ___ Self
				___ Vet ___ Self
				___ Vet ___ Self
				___ Vet ___ Self
				___ Vet ___ Self
				___ Vet ___ Self
				___ Vet ___ Self

Deworming

Date	Product Name/Brand	Cost	Type
			___ Daily ___ Paste ___ Tube (by Vet)
			___ Daily ___ Paste ___ Tube (by Vet)
			___ Daily ___ Paste ___ Tube (by Vet)
			___ Daily ___ Paste ___ Tube (by Vet)
			___ Daily ___ Paste ___ Tube (by Vet)
			___ Daily ___ Paste ___ Tube (by Vet)
			___ Daily ___ Paste ___ Tube (by Vet)

Why do you deworm your horse? _____

How often do you deworm? _____

Dental Care

Equine Dentist's Name: _____ Phone Number: _____

Date	Describe Procedure Done and Results	Cost

If no dental care required, explain in section above what you did to maintain your horse's healthy teeth.

Hoof Care

Farrier's Name: _____ Phone Number: _____

Date	Work Performed	Describe	Cost
	___ Shoes ___ Trim ___ Treatment		
	___ Shoes ___ Trim ___ Treatment		
	___ Shoes ___ Trim ___ Treatment		
	___ Shoes ___ Trim ___ Treatment		
	___ Shoes ___ Trim ___ Treatment		
	___ Shoes ___ Trim ___ Treatment		

Coggins Test

Date of test: _____ Cost: _____

Exams, Illnesses and Injuries

Give information relating to any treatment administered to your horse either by yourself or your veterinarian. Include medicine, amount and frequency.

Date	Exam/Illness/Injury Description	Treatment/Care	Results

How did you maintain your horse's health if you didn't have any exams, illnesses or injuries?

Feeding and Bedding Summary

Is your project horse located at your home? ___Yes ___No

If no, please describe where your horse is kept.	
Do you pay to board your horse? If so, how much is this expense per month.	
Please describe your grain. <ul style="list-style-type: none"> ◆ What texture is it? <ul style="list-style-type: none"> ◆ Pellet ◆ Sweet feed ◆ Other ◆ What percent protein is your feed? ◆ What are the ingredients in your feed? 	
Please describe your hay and pasture.	
Please describe any supplements used.	
Please describe any bedding used.	

Feeding and Bedding Summary

	Grain Amount	Grain Cost	Supplement Amount	Supplement Cost	Hay Amount (#of bales)	Hay Cost (per bale)	Bedding Amount	Bedding Cost
January								
February								
March								
April								
May								
June								
July								

Total Grain Used:

Total Grain Cost:

Total Supplement Amount:

Total Supplement Cost:

Total Hay Amount:

Total Hay Cost:

Do not line through sections with arrows! Each month should reflect actual amount fed to project horse.

Project Plans/Results

What were your goals for this year? Did you accomplish these goals and if so, how?

What were the biggest challenges? Most rewarding? Most Fun?

What are your goals for your horse project next year?

**Hours spent grooming/caring/riding
and riding my horse(s)**

Grooming and Caring for my horse(s):

Primary Horse:

Week	1	2	3	4	5	6	7	8	9	10
Hours										
Week	11	12	13	14	15	16	17	18	19	20
Hours										
Week	21	22	23	24	25	26	27	28	29	30
Hours										
									Total	

Back Up Horse

Week	1	2	3	4	5	6	7	8	9	10
Hours										
Week	11	12	13	14	15	16	17	18	19	20
Hours										
Week	21	22	23	24	25	26	27	28	29	30
Hours										
									Total	

4-H Community Service and Club Fundraising Report

Date	Activity	Hours Spent

Educational Experiences without your horse

Please list any seminars, workshops, demonstrations, meeting presentations or educational books that you completed this year. (Examples: Exploration Days, Equine Nutrition Speaker at 4-H group meeting; Vet-A-Visit; Communicating with Your Horse book by John Lyons; Learning to Groom video) **This is only a small list of opportunities available to you! Please check with your leader, look in the newsletter or call the Ionia County MSUE office for all of the possibilities!**

Date: _____ Event/Topic: _____

What I learned: _____

Date: _____ Event/Topic: _____

What I learned: _____

Date: _____ Event/Topic: _____

What I learned: _____

Date: _____ Event/Topic: _____

What I learned: _____

Show and Event Record
May print extra sheets

Date	Activity	Results
	Required Clinic/Show	

Jobs I have completed:

Date: _____ Job: _____

Date: _____ Job: _____

Date: _____ Job: _____

Record Book Score Sheet

Page	Description	Points Awarded	Points Possible
1-4	Cover Sheet, Why Keep Records and Club Information filled out completely and has leader signature.		5
8-9	Skill Level Filled out at the beginning and ending of project year		20
10-11	Description of Primary and Secondary Horse Must include photos		5
12-13	Horse Health All sections must be completed		20
14-15	Feeding and Bedding Summary All sections must be completed		20
16	Project Plans/Results All questions must be answered		15
17	Hours spent grooming/ caring for and riding my horse All sections must be Complete		35
20	Educational Experiences without horse		10
21	Show and Event Record *Must have 1 clinic/show		15
	Age Supplement		35

Total Points Earned

/ 200

Rating Scale

A: 161-200, B: 121-160, C: 80-120

Rating Earned: _____