



HIDALGO COUNTY, TEXAS
APPLICATION FOR OFFICIAL TRAVEL

DATE OF REQUEST: 05/15/12
TOTAL NUMBER OF EMPLOYEES TRAVELING: 1
DEPARTMENT NAME: Hidalgo County Extension Service
NAME & TITLE OF EMPLOYEE(S): Christina L. Perez, CEA-4-H & Youth Development

EVENT INFORMATION

TITLE OF EVENT: 2012 Distict 12 4-H Horse Show
EVENT DATE(S) FROM: 06/08/12 TO: 06/08/12
DEPARTURE DATE: 06/08/12 RETURN DATE: 06/08/12
LOCATION OF EVENT: CITY: Robstown STATE: Texas

PURPOSE OF TRAVEL

Place an "X" by the applicable purpose of the trip.
To obtain statutorily required continuing professional education.
To obtain continuing education related to an employee's work or maintenance of a license or certification.
To testify before legislative bodies, regulatory agencies and commissions, and other forums that may make decisions affecting the County and its affiliated organizations and operations.
[X] To participate in professional organizations related to the employee or official's job assignment. Youth Program
To conduct essential research & information-gathering for improvement of County operations or compliance with law.
To monitor the development of state or federal legislation or implementation of legislation that might affect the County
To participate in forums, coalitions, & discussions relating to the policy, legislative & regulatory interests of the County
To pursue the County's interests in litigation or criminal justice.
To promote the economic development interests of the County.
To carry out other purposes determined by Commissioners' Court to be in the interest of the County (Commissioners' Court approval is attached).

JUSTIFICATION FOR THE NEED TO TRAVEL OUT-OF-STATE

Explain the benefits that this trip it will bring to Hidalgo County. Attach an itinerary, agenda, or schedule for the conference and/ or event. If applicable, justify the need for multiple persons traveling to the same event.

2-1100-461-00-380-001-0-583+584

Table with 4 columns: SUMMARY OF ESTIMATED TRAVEL EXPENSES, ESTIMATED EXPENSES, (DBM USE ONLY) FUNDS AVAILABLE BALANCE, MODE OF TRAVEL. Rows include registration fee, airfare, taxi, bus, rental car, gasoline, mileage, telephone calls, parking, lodging, meals, other expenses, and total estimated travel expenses.

14. IF HIDALGO COUNTY IS NOT FUNDING ANY OR PART OF THIS TRIP, INDICATE BELOW THE EXPENSE TYPE & SOURCE OF PAYMENT:

NOTE: If trip duration is extended to take advantage of lower airfare, a comparison of the savings to the additional estimated cost must be provided with supporting airfare rate documentation.

ELECTED OFFICIAL/DEPARTMENT HEAD CERTIFICATION (Place an "X" by each of the certifications)

I certify that:
[X] Trip expenses are necessary and will be incurred for official county business.
[X] Reasonable efforts to minimize the use of county funds have been explored.
[X] Sufficient funds are available within in my department's budget to pay for the related travel expenses without the need of a budget amendment.

If this trip is for out-of-state training, the training is not available in some other form that does not require out-of-state travel.

APPROVED BY ELECTED OFFICIAL/DEPARTMENT HEAD: [Signature] DATE: 5/18/12 DEPARTMENT CONTACT PERSON: Noralinda Cruz PHONE NO.: 383-1026

FOR DEPARTMENT OF BUDGET & MANAGEMENT (DBM) USE ONLY:

TRAVEL IS APPROVED for the individuals listed below:
TRAVEL IS NOT APPROVED for the individuals listed below:

REVIEWED BY (PRINT NAME): Veronica Ortiz DATE: 5/24/12 REVIEWER'S SIGNATURE: [Signature] PHONE NO.: 252-725

DBM'S DEPARTMENT HEAD APPROVAL (PRINT NAME): DATE: SIGNATURE OF DBM DEPARTMENT HEAD:

May 7, 2012

## **MEMORANDUM**

**TO:** County Extension Agents -4-H&YD  
County Extension Agents -AG/NR

**FROM:** District 12 4-H Horse Show Planning Committee – South Cluster  
Brad Cowan, Chair  
Omar Montemayor  
Yolanda Morado  
Omar Gonzales  
Nora Garza  
Marco Ponce  
Jennifer Herrera  
Tony Reisinger

**SUBJECT:** 2012 DISTRICT 12 4-H HORSE SHOW

The District 12 4-H Horse Show will be held on Friday, June 8, 2012 at the Richard M. Borchard Regional Fairgrounds located in Robstown. A tentative schedule of events is attached for your reference. Please review information in this letter for validation procedures, class offerings, and fees. It is important to note that entry fees have increased. However, this year the committee has planned to give a buckle for each Division champion plus Champion and Reserve Champion Horseman for a total of twelve buckles. Other awards will remain unaffected. We expect that this will add greatly and more equitably to the recognition of all divisions.

### **District 12 4-H Horse Show Registration Process:**

- Registration will be online through 4-H CONNECT. Remember, only validated horses can be entered.
- Individual online registration will open **immediately through May 29, 2012**. Late registration will require a \$40 late fee and will end on June 4th. No refunds will be given to a county or individual. No registrations will be accepted after the June 4th deadline. There will be no late registration allowed for any cattle classes (all must be entered by May 29th).
- Stall reservations must be made on 4-H CONNECT. Stall fees are \$35/stall which includes 2 bales of shavings and will be reserved on a first come-first served basis.
- The Entry Summary Certification Form (enclosed) is to be completed and forwarded to the District Office by May 29, 2012. This may be submitted via email or Fax.

### **Participants must bring the following to the District Show:**

- Current EIA (Coggins) test documentation which shows that the horse has tested negative for Equine Infectious Anemia. The test must be within 12 months of the date of the show.

### **Horse Validation & Certification for District/State Shows:**

Be sure all your exhibitors have fulfilled the following requirements before they register:

- All horses have been validated via 4-H Connect
- All futurity horse nominations have been submitted

South District 12  
2401 E Highway 83  
Westlaco, Texas 78596  
Tel. 956.968.5581  
Fax.956.969.5639  
l-saldana@tamu.edu

**County Offices should have on file:**

- Horse Project Validation Information (4-H Connect)
- Signed Assumption of Risk and Hold Harmless Agreement (attached).

The District 12 4-H Horse Show will be conducted in accordance with the 2012 Texas 4-H Horse Show Rule Book which can be accessed from the TAMU Animal Science website at <http://animalscience.tamu.edu/academics/equine/state-4h-show/index.htm>. The rules are revised annually and it is the responsibility of 4-H members, leaders, and parents to be familiar with the rules, 4-H Horse Program Objectives and 4-H Horse Show Philosophy Statement.

**Community Service Project:** Each county is asked to bring two horse-related items valued at \$15.00 each to the D12 4-H Horse Show for a "Chance Auction". Please see attached flyer for more information.

**Texas 4-H Horse Show Registration Process:**

The 2012 Texas 4-H Horse Show will be held July 22 - 28, 2012 in Abilene. All 4-H members who wish to participate in any Qualifying Show in Abilene must first attend the District 12 4-H Horse Show to become eligible. However, participation in Open/Invitational events in Abilene does not require participation in the District 12 4-H Horse Show. The registration process is explained below:

- All state entry forms must be received in the District 12 office by June 19th.
- Forms must have all appropriate signatures (member, parent/guardian, agent)
- Online registration/payment must be complete by June 26th.

Finally, we are soliciting volunteer riders to carry the U.S., Texas, and 4-H flags into the arena as part of the opening ceremony. 4-H members can volunteer by making the appropriate selection on 4-H Connect. This year we are asking any 4-H member that is willing and able to present the flags in the opening ceremony on horseback to sign-up during online registration. Individuals will be contacted once all entries are received. While this was requested last year, with some that responded, we were not assured that we could do this safely. Use 4-H Connect to indicate interest and experience.

Please share this information with county faculty, 4-H members, parents and leaders. Questions about the 2012 District 12 4-H Horse Show can be directed to the planning committee chair, Brad Cowan.

**Attachments for 4-H Coordinators:**

- Divisions & Fee Schedule
- Schedule of Events
- Map
- Entry Summary Certification
- Assumption of Risk and Hold Harmless Agreement
- Registration Instructions
- Community Service Project Flyer
- Agent Assignments

## 2012 District 12 4-H Horse Show Assignments and Responsibilities

District Horse Show Planning Committee	Brad Cowan, Chair Omar Montemayor Yolanda Morado Omar Gonzales Nora Garza Marco Ponce Jennifer Herrera Tony Reisinger
Registration & Check-In	Larry Perez, Richard Griffin, Luis Saldana
Announcer, Points & Records	Luis Saldana, Brad Cowan
Grounds and Arena Committee	Jaime Lopez, Larry Perez, Dale Rankin, Nikolo Guerra, Jeremy Garza
Line-up & Gate Committee	George Gonzales & Christine Sanchez
Timed Event Committee	Brad Cowan, Nikolo Guerra, Omar Gonzales, Isaac Cavazos, Sam Gavito (Flagger), Richard Griffin (Backup Timer)
English Event Committee	Marco Ponce, Enrique Perez, & Ronnie Zamora
Roping Committee	Isaac Cavazos, Omar Montemayor, Jaime Lopez, Joe Taylor
Awards Committee	Christina Perez, Council Officers
Photos	Niki Kaiser
Ring Stewards	Joe Taylor, Omar Montemayor
Grievance Committee	Planning Committee Members, Luis Saldana, Ruben Saldana

## Schedule of Events

(Tentative and may change based on entries received)

Friday, June 8, 2012

- 8:00 a.m. . . . . Registration
- 9:00 a.m. . . . . Opening Ceremony (4-H members present colors on horseback)
- . . . . . Roping Division  
Tie-Down Calf Roping  
Breakaway Roping  
Team Roping
- . . . . . Timed Event Division  
Pole Bending  
Barrel Racing  
Stakes Race
- . . . . . Halter Division  
Registered Geldings 4yrs & Under  
Registered Geldings 5yrs & Over  
Grade Geldings  
Grand and Reserve Champion Gelding  
Registered Mares 4yrs & Under  
Registered Mares 5yrs & Over  
Grade Mares  
Grand and Reserve Champion Mare
- . . . . . Judged Western Division (*Part 1 of 2*)  
Showmanship at Halter
- . . . . . Yearling Futurity Division  
Yearling Halter Gelding  
Yearling Halter Filly  
Yearling Long Line
- . . . . . 2-Year-Old Futurity Division  
2-Year-Old Futurity Pleasure Pattern  
2-Year-Old Futurity Versatility  
2-Year-Old Futurity Western Pleasure
- . . . . . 3-Year-Old Futurity Division  
3-Year-Old Futurity Pleasure  
3-Year-Old Futurity Trail  
3-Year-Old Futurity Reining  
3-Year-Old Futurity Working Cow Horse
- . . . . . Judged Western Division (*Part 2 of 2*)  
Western Pleasure  
Western Horsemanship  
Western Riding  
Western Trail

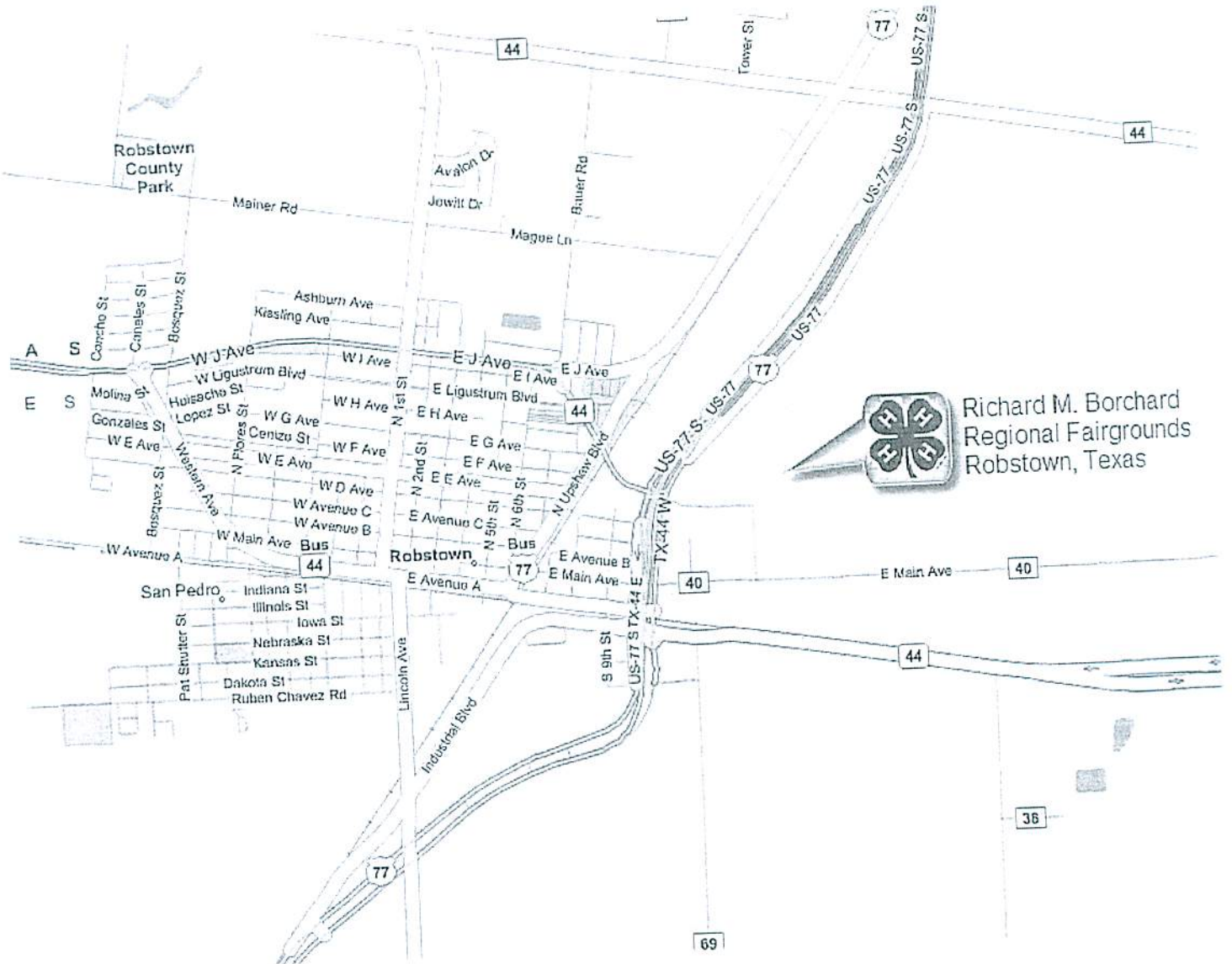
..... Stock Horse Division  
Working Cow Horse  
Team Penning  
Reining  
Cutting  
Stock Horse Trail  
Stock Horse Pleasure

..... Hunter-Flat Division  
Hunter Showmanship  
Hunter Under Saddle  
Hunt Seat Equitation

..... Hunter Over Fences Division  
Working Hunter  
Equitation Over Fences  
Hunter Hack  
Open Jumping

# Vicinity Map

Richard M. Borchard Regional Fairgrounds  
1213 Terry Shamsie Blvd.  
Robstown, Texas 78380



Richard M. Borchard  
Regional Fairgrounds  
Robstown, Texas