

# The USHJA Outreach Program

## 2024 Specifications

Effective December 1, 2023 – November 30, 2024

The USHJA Outreach Program has been established to engage and connect hunter and jumper riders and horse owners with the USHJA by providing the opportunity to participate in USHJA branded classes and competitions, to earn points toward year-end rewards and awards, and to earn the chance to participate in the prestigious USHJA National Championships.

The USHJA Outreach Program offers Show Management several levels of participation which can be tailored to offer safe, fair and sportsmanlike competition.

### Choices of category and level of participation with the USHJA Outreach Program:

- **Category 1:** USHJA Outreach branded classes offered within an existing competition which is not affiliated with a USEF competition
- **Category 2:** USHJA Outreach show held within a USEF licensed competition

### USHJA Category 1 – USHJA Outreach Classes offered within an existing competition

Outreach classes offered at Category 1 shows are overlays on a competition's established class offerings. Classes may be offered as open or divided into sections as determined by the competition. Riders who join the USHJA with an Outreach Membership (free) or above earn points toward year-end rewards by participating in the designated USHJA Outreach classes. Horses wishing to earn points toward USHJA Outreach awards must be registered with USHJA on or before the first day of competition. Trainers of riders participating in the USHJA Outreach Program wishing to be recognized for year-end awards and recognition must be a USHJA Outreach member or higher on or before the first day of competition

- I. **Show Personnel:** Recognizing that availability of staff varies throughout the country, Category 1 Show Managers are requested to meet the following minimum standards regarding officials and staff.
  1. Staff may be volunteer or paid positions.
  2. The judge(s), steward or adjudicator, and emergency personnel may not compete at the show.
- A. Show Managers:
  1. Be an Education/Non-Competing or higher member of USHJA
  2. Have passed Safe Sport training
  3. Be at least 21 years of age
  4. For objectivity, the show manager may not serve as a judge, steward or adjudicator of their own competition.
- B. Judges:
  1. USHJA's preference is that Judges are Active/Competing members of USHJA or a USEF Licensed Judge who has passed Safe Sport training
  2. If you are not using a USEF Licensed judge, the Judge must be at least 21 years of age.
- C. Steward or Adjudicator: Show Management must have a person or system in place to mediate and resolve any disputes.
- D. Course Designer:

1. USHJA's preference is that Course Designers are Active/Competing members of USHJA and a USEF Licensed Course Designer, who has passed Safe Sport training
  2. If you are not using a USEF Course Designer, the Course Designer must be at least 21 years of age, and is strongly encouraged to utilize the course designing resources available at <https://www.ushja.org/competition/Outreach/hostmanagement>
- E. Medical Personnel: USHJA strongly recommends that Emergency Personnel such as an EMT or First Responder should always be present on the competition grounds during competition. Emergency Personnel is defined as someone who has been trained in basic life support and is CPR certified.
  - F. A veterinarian and farrier: USHJA strongly recommends that veterinarian and farrier contact information is posted and made available during competition.
  - G. Management should utilize the U.S. Center for Safe Sport list provided by USEF to ensure the safety and welfare of all competitors: <https://www.usef.org/safe-sport/sanction-list>

### **USHJA Category 2 - USHJA Outreach competition within a USEF licensed competition**

Category 2 are USHJA Outreach classes held in conjunction with a USEF recognized competition. These classes should be held in a dedicated ring or session: Per GR 301.1.J: "Hunter/Jumper competitions designated "Outreach" competitions by USHJA and limited to either one competition day or multiple competition days with a maximum of two competition rings (one hunter ring and one jumper ring) per day". Outreach classes may be combined or divided at manager discretion. Riders may cross enter into USEF recognized classes but will be subject to related USEF and USHJA recognized competition fees. Riders wishing to earn points toward USHJA Outreach rewards and awards must be a USHJA member at the Outreach level (or higher). Horses wishing to earn points toward USHJA Outreach awards must be registered with USHJA on or before the first day of competition. Trainers of riders participating in the USHJA Outreach Program wishing to be recognized for year-end awards and recognition must be a USHJA Outreach member or higher on or before the first day of competition.

- I. **Show Personnel Requirements:** Category 2 USHJA Outreach classes held in a dedicated ring or session (per GR 301.1.J) must meet the following minimum standards regarding officials and staff:
  - A. Show Manager must be Active/Competing members of USHJA; have passed Safe Sport Training and be at least 21 years of age.
  - B. Judges must be Active/Competing members of USHJA or a USEF Licensed Judge and must have passed Safe Sport Training.
  - C. Show must have a USEF Steward who has passed Safe Sport Training and be at least 21 years of age. This person must be familiar with the USHJA Outreach Competition specifications and serve in the capacity of a mediator and to resolve any disputes. When utilizing a USEF Steward, competition management should contract stewards based on guidelines set forth in GR1211.3.E.
  - D. Course Designer must be an Active/Competing member of USHJA, a USEF Licensed Course Designer, and have passed Safe Sport Training. Additional Course Designing resources are available at <https://www.ushja.org/competition/Outreach/hostmanagement>
  - E. Emergency Personnel such as an EMT or First Responder must always be present on the competition grounds during competition. Emergency personnel is defined as someone who has been trained in basic life support and is CPR certified. The USHJA Outreach Show may use the medics from the USEF competition, provided that the management factors in the USHJA Outreach show ring when determining the correct number of medics needed.
  - F. A veterinarian must always be on call during competition. The veterinarian and farrier may be "shared" with concurrent USEF show providing that minimum USEF requirements are met. A farrier must always be on call during competition.

- G. Show Secretary must be an Active/Competing member of USHJA, and at least 21 years of age.
- H. Management should utilize the Safe Sport and medical suspension lists provided by USEF to ensure the safety and welfare of all competitors.
- I. Management should operate under the COVID-19 and EHV guidelines set forth by state and local regulations. In the absence of state or local requirements, USEF recommends compliance with CDC guidelines. In an effort to mitigate the risk of spreading COVID-19, competition organizers can impose more restrictive requirements if they choose.

## How to apply for participation in the USHJA Outreach Program:

### Competition Managers wishing to host USHJA Outreach Classes or Competitions:

- I. Choose a Category (1 or 2)
- II. Apply and formally be recognized as participating in the USHJA Outreach Program by:
  - A. [Completing a Host Application and Agreement.](#)
    - 1. Shows must apply for USHJA approval 30 days in advance of the start of the Show.
    - 2. Remit a host fee of \$30 per Show.
    - 3. Applying Shows will receive written approval from USHJA within seven (7) business days.
  - B. Once approved, competition management:
    - 1. May announce and market that USHJA Outreach Classes are offered and may use the USHJA logo and related Outreach mark in connection with their show.
    - 2. 15 days prior to competition, Show Management must submit the following documentation:
      - a. A copy of the Show Prize list, and complete list of USHJA Outreach classes to be offered.
      - b. Copy of Certificate of Insurance which includes USHJA as an “Additional Insured” on the Competition insurance policy with at least One Million Dollars (\$1,000,000) single liability for the Events. Coverage shall be on an occurrence rather than a claim made basis.

### Creating a series

Managers are encouraged, with final approval of USHJA, to reach out to other [approved Category 1 or 2](#) within their [USHJA Zone or geographic region](#) to establish a USHJA Outreach Program Show Series.

- A. An Outreach series consists of two (2) or more managers collaborating to host ten (10) or more Outreach competitions collectively.
- B. Outreach series may host an Outreach Festival with USHJA approval.

### Post competition:

- A. Post Competition: Show Management must submit the following information within fourteen (14) days of the end of the competition:
  - 1. Three dollars (\$3.00 ) for every horse entered that competes in a USHJA Outreach class. At the discretion of Show Management, this fee may be levied through exhibitor fees.
  - 2. Detailed competition results for each horse and rider having entered in a USHJA Outreach class. Electronic submission of show results is preferred, using any authorized software provider (Show Pro, Horseshowtime, USEF results file, etc.), or an MS Excel spreadsheet file.
  - 3. Exhibitors list to include the name, address, and email for each competitor who competed in a USHJA Outreach Class.

## Points:

Points will be accumulated according to Zone, within the Competition Year dating December 1<sup>st</sup> to November 30<sup>th</sup> of the following year.

### Rider, horse and trainer requirements:

- A. Horses competing in the USHJA Outreach Program will accrue points only if they are registered with USHJA.
- B. Participation as a rider or as the owner of a horse will be tracked based on place of residence within a USHJA Zone.
- C. A rider's home [USHJA Zone](#) will be determined by their place of residence during the current competition year (December 1 – November 30). If a rider changes Zones, because of school, work, or other, rider must request permission change his home Zone in writing to the USHJA for competition points to follow the rider from one Zone to the next.
- D. A Junior Rider has not reached his/her 18<sup>th</sup> birthday as of December 1<sup>st</sup> of the previous year.
- E. An Adult Amateur is no longer eligible as a Junior Rider and is an Amateur according to USEF Rules (GR128).

### Rider:

- A. Riders must be an [Outreach member](#) (or higher) on or before the first day of competition to accrue rider points. Membership is free.
- B. At least three entries must complete the class for points to count.
- C. Points awarded:
  - 1<sup>st</sup> place – 10 points
  - 2<sup>nd</sup> place – 6 points
  - 3<sup>rd</sup> place – 4 points
  - 4<sup>th</sup> place – 2 points
  - 5<sup>th</sup> place – 1 point
  - 6<sup>th</sup> place – ½ point

### Horse:

- A. Horses must be registered with USHJA for points to be tracked. Otherwise, horses are **not** required to be registered with USHJA or be microchipped to compete in USHJA Outreach classes. [Horse Registration](#) is \$20 for an Annual Recording, or \$75 for a Lifetime Recording.
- B. At least three entries must complete the class for points to count.
- C. Points awarded:
  - 1<sup>st</sup> place – 10 points
  - 2<sup>nd</sup> place – 6 points
  - 3<sup>rd</sup> place – 4 points
  - 4<sup>th</sup> place – 2 points
  - 5<sup>th</sup> place – 1 point
  - 6<sup>th</sup> place – ½ point

### Trainer:

Trainers of riders participating in the USHJA Outreach Program wishing to be recognized for year-end awards and recognition must be a USHJA Outreach member or higher on or before the first day of competition. [Outreach Membership](#) is free

## Outreach Program Rewards and Awards:

Rewards and awards are based on rider or horse participation across any USHJA Outreach classes. A rider or a horse may accumulate points throughout any or all of the classes, allowing for participation across the many facets of the hunter, jumper and equitation competitions.

### Rewards:

- A. Rewards will be given by [USHJA Zone](#).
- B. Rewards for competing in any USHJA Outreach Class (Hunter, Equitation, Jumper) will be based on total points earned as follows:
  1. Bronze Level: riders or horses must earn at least 50-74 points during the competition year.
  2. Silver Level: riders or horses must earn at least 75-99 points during the competition year.
  3. Gold Level: riders or horses must earn at least 100 points during the competition year.
- C. Riders: Riders achieving a Bronze, Silver, Gold, point level will be eligible to redeem their points at year-end for items of their choice: USHJA logo wear, Bronze, Silver, or Gold Outreach ribbons or Outreach medallions.
- D. Horses: Owners of horses achieving a Bronze, Silver, Gold, point level will be eligible to redeem their points at year-end for items of their choice: USHJA logo wear, Bronze, Silver or Gold Outreach stall plates or ribbons.

### Awards:

**Trainers:** Outreach Trainers will be recognized by USHJA Zone for year-end awards. At year-end the trainer with the highest cumulative total earned USHJA Outreach Class points associated with Outreach members they train will be recognized as the USHJA Outreach Class High Point Trainer, and with a minimum of 100 points earned during the competition year will be awarded a USHJA Zone Outreach Program High Point Trainer jacket.

**Riders:** The one rider achieving Gold Level status with the highest number of cumulative points from each Zone by August 1, 2024 will be awarded the “Golden Back Stage Pass”, which includes an opportunity to attend the USHJA National Championships. These riders will be invited to participate in the Grand Prix Show Jumping and Hunter Derby course walks, participate in educational sessions, and be given the opportunity to compete at the USHJA National Championships in the Affiliate Championship sections.

**Horses:** Registered horses will have their Outreach points tracked and ranked within the USHJA Zone. Results will be displayed on the USHJA website.

## **USHJA OUTREACH PROGRAM REQUIREMENTS FOR SHOW MANAGEMENT:**

- A. USHJA Outreach Classes offered:
  1. Shows must offer a minimum of two USHJA Outreach Classes.
  2. There are no restrictions on the number of USHJA Outreach Classes that may be offered. There are no restrictions on the type of additional classes that shows may offer.
  3. The combining, dividing, and running of concurrent classes is at the discretion of show management.
  4. USHJA Outreach Classes offered must be listed as “USHJA Outreach \_\_\_\_\_” in the Show Prize List.
- B. Post Competition: Show Management must submit the following information within fourteen (14) days of the end of the competition:
  1. Three dollars (\$3.00) for every horse entered that competes in a USHJA Outreach class. At the discretion of Show Management, this fee may be levied through exhibitor fees.
  2. Detailed competition results for each horse and rider having entered in a USHJA Outreach class. Electronic submission of show results is preferred, using any authorized software provider (Show Pro, Horseshowtime, USEF results file, etc.), or an MS Excel spreadsheet file.
  3. Exhibitors list to include the name, address, and email for each competitor who competed in a USHJA Outreach Class.

## **USHJA OUTREACH CLASSES:**

### **Course requirements for all classes:**

1. All courses must have at least seven jumps (*Exception: Ground Poles*)
2. Courses should be appropriate for the level of competition.
3. Oxers and combinations are discouraged for any class below 2’6” or .75m
4. Each height may be offered as Open; Junior; Amateur; Pony, etc; split or combined at management’s discretion.
5. Resources regarding courses are available at <https://www.ushja.org/competition/Outreach/hostmanagement>

### **A. USHJA Outreach Hunters**

*Maximum of 3 O/F and 1 U/S per competition day*

1. **USHJA Outreach WT Poles**
2. **USHJA Outreach Hunters 18”**
3. **USHJA Outreach Hunters 2’**
4. **USHJA Outreach Hunters 2’3”**
5. **USHJA Outreach Hunters 2’6”**
6. **USHJA Outreach Hunters 2’9”**
7. **USHJA Outreach Hunters 3’**

### **B. USHJA Outreach Equitation**

*Maximum of 3 O/F and 1 U/S per competition day*

1. **USHJA Outreach Walk, Trot Equitation**
2. **USHJA Outreach Walk, Trot, Canter Equitation**
3. **USHJA Outreach Equitation 18” cross rails**
4. **USHJA Outreach Equitation 2’**
5. **USHJA Outreach Equitation 2’3”**
6. **USHJA Outreach Equitation 2’6”**
7. **USHJA Outreach Equitation 2’9”**
8. **USHJA Outreach Equitation 3’**

### **C. USHJA Outreach Jumpers:**

*Maximum of 3 classes per competition day*

1. **USHJA Outreach .60 m**
2. **USHJA Outreach .65 m**
3. **USHJA Outreach .70m**
4. **USHJA Outreach .75-.80m m**
5. **USHJA Outreach .85 m**
6. **USHJA Outreach .90-.95 m**
7. **USHJA Outreach 1.0-1.05 m**
8. **USHJA Outreach 1.10-1.15m**
9. **USHJA Outreach 1.20m**

**D. USHJA Outreach Hunter Derby:**

- A. May be offered at 18", 2', 2'3", 2'6", or 2'9", with three option fences set at 3" of greater height.
- B. The course will consist of hunter classic and hunter handy style lines, turns and jumps.
- C. The judge will use the open numerical scoring system.
- D. After the judge's score is given, one point will be added for each high option fence jumped successfully (no knockdowns or refusals) for a maximum of three additional points added to the judge's score.
- E. Additional Course Designing resources are available at <https://www.ushja.org/competition/Outreach/hostmanagement>

**USHJA Outreach Program Contact**

Please contact one of the following USHJA representatives, if questions arise pertaining to the USHJA Outreach Program that cannot be answered by the Show Steward or Management based on the class specifications provided.

Melanie Mader, Sport Program Coordinator II (859) 225-6722

USHJA Sport Department (859) 225-6700

*The USHJA Outreach Program and the related format and specifications are the sole properties of the USHJA and may only be held, conducted or used upon the terms and conditions specified by the USHJA. USHJA reserves the right to change language in documents related to the conduct of the USHJA Outreach Program as necessary for the purposes of consistency and clarity.*

*Any deviations from the class specifications for the USHJA Outreach Program are not permitted without the express written permission from USHJA prior to the printing of the prize list.*



<b>CATEGORY 1</b>	<b>USHJA Membership Level</b>	<b>Age</b>	<b>Pass Safe Sport</b>	<b>Other Duties</b>
<b>Manager</b>	Outreach or higher	21+	Yes	may be CD
<b>Judge</b>	Prefer Active/Competing USHJA member	21+	Preferred	may be CD
<b>Steward or Adjudicator</b>	Required- may be volunteer position	21+	Preferred	may not be Manager or Judge
<b>Course Designer</b>	Prefer Active/Competing USHJA member	21+	Preferred	May be Mgr or Judge
<b>Emergency Personnel</b>	None	18+	N/A	No
<b>Vet/Farrier</b>	None	N/A	N/A	Contact info posted

<b>CATEGORY 2 (within USEF competition)</b>	<b>USHJA Membership Level</b>	<b>Age</b>	<b>Pass Safe Sport</b>	<b>Other Duties</b>
<b>Manager</b>	Active/Competing member	21+	Yes	No
<b>Judge</b>	USEF Licensed Official or Active/Competing member	21+	Yes	No
<b>Steward or Adjudicator</b>	USEF Licensed Steward	21+	Yes	No
<b>Course Designer</b>	USEF Licensed CD	21+	Yes	No
<b>Show Secretary</b>	Active/Competing member	21+	Yes	
<b>Emergency Personnel</b>	None	18+	N/A	Present on grounds, no other duties
<b>Vet/Farrier</b>	None	N/A	N/A	On call or on site



## Outreach Section Chart

Hunters	Equitation	Jumpers
<b>Max. of 3 O/F and 1 U/S per competition day</b>	<b>Max. of 3 O/F and 1 U/S per competition day</b>	<b>Max of 3 classes per competition day</b>
Hunter Walk Trot Poles	Walk Trot Equitation	Jumper .60m
Hunters 18" or X-rail	Walk, Trot, Canter Equitation	Jumper .65m
Hunters 2'	Equitation 18" or X-rail	Jumper .70m
Hunters 2'3"	Equitation 2'	Jumper .75-.80m
Hunters 2'6"	Equitation 2'3"	Jumper .85m
Hunters 2'9"	Equitation 2'6"	Jumper .90-95m
Hunters 3'	Equitation 2'9"	Jumper 1.0-1.05m
	Equitation 3'	Jumper 1.10-1.15m
		Jumper 1.20m

<b>Hunter Derby</b>
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**Sections may be offered as Open, Junior, Amateur, Pony or combined/divided at Manager discretion**