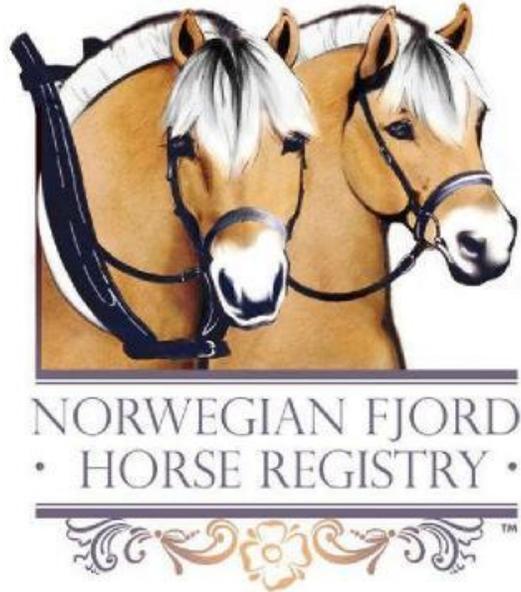


NORWEGIAN FJORD HORSE REGISTRY EVALUATION HANDBOOK

SECTION 5



2019

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SECTION 5

HOLDING AN EVALUATION

HOW TO SET THE EVALUATION UP FOR SUCCESS

The evaluation program will assess movement at the walk, trot and canter in the conformation tests. Stride length, joint activity, movement over the topline and impulsion will be assessed in the performance tests. To give the horses and handlers the best opportunity to show their horse, it is important carefully to consider certain aspects of the program that is to be offered.

Footing

Footing refers to the base and surface layers of the ground in the arena where the horse will be presented to the Evaluators. Firm footing is required for the horse to move at its optimum to show length of stride, joint movement, movement through the back and impulsion. In addition, firm rather than deep footing is of benefit to the horse's handler. Deep loose footing greatly hinders good movement and impulsion. Think about the difference between running in deep sand and running on an engineered track surface such as you will find at most high schools in America today. The conformation test should be done on a firm, flat, level surface. Deep footing is not a good choice for the conformation test. In addition to firm footing for the triangle portion of the conformation test, a cement or asphalt surface may be utilized for a portion of the conformation test to both see and hear the rhythm of the footfall of the horse at the walk and trot. This has been done in both Norway and Denmark. It is not possible to hide conformation problems on a flat, level surface such as cement or asphalt. At a very minimum the horse needs to be stood up for inspection on a flat, firm surface.

Warm-up Areas and On-deck Area

There must be adequate space for each entry to warm up. The on-deck area must be managed so there is adequate space while waiting to enter the arena so that the handler and horse are not required to stand waiting for more time than is necessary.

Temperament Testing

NFHR members interested in the evaluation program have long asked for a test for temperament. In the new linear scoring system, temperament and behavior are assessed in both the conformation test and the performance tests.

Owners and handlers may wish to avoid, limit or complain about anything that might excite or distract their horse. Horses, particularly Fjord Horses, are not meant to operate in this sort of a sterile environment. Fjord Horses in Norway were bred in extremely congested rural mountainous environments with danger and excitement around every corner. All venues will have their own set of distractions for horses such as strange equipment, unfamiliar noises, tents, tarps and, perhaps, even baby strollers. There will be a number of new strange horses at the evaluation some of which will be excited and may be a challenge to manage.

Some Fjord Horses will take this in stride and others won't. Some horses are accustomed to working indoors and not outdoors. Some horses are used to working outdoors and not indoors. The question is: when stressed by sounds, equipment or visual distractions, how manageable, cooperative, excited, focused and energetic is the horse and how well and how soon can it calm down, become relaxed, focused, and manageable when the horse

is shown to the Evaluator on that day. Realizing these aspects of a reasonable temperament in a Fjord Horse is paramount for the handler and the evaluation staff to assess the observable temperament of the horse on that day. The linear scoring system offers the most impartial, realistic information regarding those observations.

Pre-evaluation Clinics (Value and Support Your Teachers)

The new evaluation program offers a new and different way to learn about our Fjord Horses. There will be plenty of interesting information available. Through this program each individual horse owner and handler can better learn to assess and understand the horse's strengths and limitations regarding form and function. The educational aspect of the evaluation program should start with offering a pre-evaluation clinic. Regional clubs should be encouraged by the NFHR to host pre-evaluation clinics. The NFHR should identify, support and encourage individuals who can educate our members about this new evaluation program. The format and expectations for the handlers, horses and evaluation staff should be well understood by all involved.

EVALUATION HOST APPLICATION

The evaluation host should be prepared to submit an Evaluation Application (see NFHR.com website, Forms to download.) Due to the extensive amount of planning and organization, ample lead-time is necessary thoroughly to prepare for an Evaluation. Be prepared to answer the following questions:

1. Coordinator name(s):
2. Phone:
3. E-mail:
4. Evaluation experience (Host, Participant, Spectator, NA and to what extent):
5. Site location (City, State, Zip):
6. Event date:
7. Reservation deadline:
8. Venue name:
9. Anticipated number of participants? Horses?
10. Proximity to major roads, airport and facilities (stores, restaurants and hotels):
11. Venue fee:
12. Required deposit and date:
13. Facility insurance requirements (list additionally insured):
14. Number and size of arenas:
15. Arena footing and enclosure type:
16. PA system available?
17. Water accessibility and proximity to arena and stabling:
18. Type of stabling:
19. Stallion accommodations:
20. Wash rack proximity:
21. Trailer parking:
22. Spectator parking:
23. RV parking, hook ups and fees:
24. Camping availability, type and fees:
25. Will transportation, meals and lodging be available for Evaluators and TD? Please describe.

When a site is chosen, the Evaluator Host becomes a representative of the NFHR. Adhering to the rules and regulations of the Evaluation process is their responsibility.

FUNDRAISING HOW TO

Fundraising Guidelines

Here are some suggestions and questions for the NFHR member who wants to conduct a fundraising event:

1. WHAT is the money for?
2. WHO is my target audience?
3. WHERE will this event occur?
4. WHEN will this event happen?
5. WHY am I asking for contributions/donations/sponsorships?
6. HOW will I conduct this campaign and how will I accept money? (see NFHR Fundraising Guidelines)

Here are some examples of fundraising:

1. Event sponsorships (sponsor of a major event such as an evaluation or forum)
2. Event advertising (event or product advertising)
3. Class sponsorships (provide list of classes)
4. Individual awards
5. High Point awards
6. Silent auctions
7. NFHR Committee activities
8. General NFHR sponsorships
9. Special Projects

NFHR Donation Guidelines

Below are guidelines adopted by the NFHR Board of Directors. The IRS requires strict accounting of all donations. Otherwise, our non-profit status could be in jeopardy.

1. The NFHR is an IRS 501(c) 5 non-profit for labor, agricultural, or horticultural organizations and donations are not eligible for charitable tax deductions.
2. Your fundraising effort on behalf of the NFHR must be approved by the Board of Directors. Please submit your idea including purpose, budget, length of time, and goal amount for your campaign.
3. Always declare that your donation request is on behalf of the NFHR. Make sure donors are aware that any donations are not tax deductible.
4. Explain the purpose of your donation request to your intended audience. It is recommended that you ask for a specific amount or in-kind donation.
5. Donor checks should be made out to the NFHR. Cash collected should immediately be forwarded to the NFHR office or a staff member. Make sure you have names and full addresses for ALL money received.
6. The NFHR office will acknowledge all donations with an official NFHR-IRS approved receipt and official thank you letter.
7. Do not use any donated funds to pay expenses for the fundraising effort.
8. Send expense reimbursement request or invoices to the NFHR for payment.
9. If you need any assistance in planning or managing your donor campaign, please request assistance from the NFHR Executive Director.

Grants

1. If you find a grant that is a possible source of funding for an event or purpose, please forward all guidelines to the NFHR office immediately.
2. Any grant submission will be submitted through the NFHR office, approved by the Board of Directors and signed by an NFHR officer. Additionally, there is help available to you in writing your grant ensuring that its success is enhanced.
3. Once a grant has been awarded, it will be up to the NFHR to supervise the grant terms and assist in managing the grant.

THE EVALUATION EVENT

*Please see legend for explanation of (#s 1-14) on page 9

**Please see glossary for explanation on page 8

SUGGESTED CRITERIA	TYPE OF EVALUATION	
	Biannual/Roving/Partial **A	Annual/Complete **B
*Local Host (#13)	Host should be local to and familiar with venue location	Host should be local to and familiar with venue location
*NFHR Evaluation Coordinator (#12, #14)	The NFHR Evaluation Coordinator assist hosts with guidance in logistics, organizing, advertising, NFHR communications, and fundraising, if needed.	The NFHR Evaluation Coordinator assist hosts with guidance in logistics, organizing, advertising, NFHR communications, and fundraising, if needed.
*Host Application Deadline (#13)	9-12 months in advance of proposed event	9-12 months in advance of proposed event
*Funding (#1)	Donated facilities Horse entries Sponsors/donations Fjord Foundation	Donated facilities Horse entries Sponsors/donations Fjord Foundation
*Venue Type (#8)	DONATED and/or Private farm/small venue Perimeter fencing suggested	Large facility with multiple larger arenas Perimeter fencing suggested
Venue Location	Within 90 miles from major airport	Within 90 miles from major airport
Venue Access	Within 20 miles from major highway or interstate	Within 20 miles from major highway or interstate
*Clinics/Seminars (#13)	Yes	Yes
Human Accommodations	Within 20 miles or onsite	Within 20 miles or onsite
RV Accommodations	Parking and partial preferred	Parking, partial and full
Parking	Large lot or field mandatory	Large lot or field mandatory plus RV hookups
*Horse Accommodations (#10)	On-site stalls and/or panels with separate space for stallions and mares	On-site stalls and/or panels with separate space for stallions and mares

SUGGESTED CRITERIA	TYPE OF EVALUATION	
	Biannual/Roving/Partial **A	Annual/Complete **B
*Arena Size (#9)	66' x 197' (20m x 60m)	66' x 197' (20m x 60m) and 132' x 262' (40m x 80m)
*Arena Type (#9)	Riding, covered preferred	Riding and driving, covered preferred
*Arena Footing (#9)	1-2" sand, dirt or recycled material	1-2" sand, dirt or recycled material
*Vending (#11)	Yes, may be self-serve (honor system), 4-H or other	Yes
Horse Bathing	Yes	Yes
Number of Horses	12	16
Number of Days	1-2	2-3
*Paid Staff (#14)	TD, 2 Evaluators	TD, 2 Evaluators
**Tests Available	12 C/M/L day 1 24 PERF day 2	16 C/M/L day 1/2 48 PERF day 2/3
**/*C/M/L Time (#2, #3)	Yes, 30 min (20 for C/M immediately followed by 10-minute liberty)	Yes, 30 min (20 for C/M immediately followed by 10-minute liberty)
**/*FFF, Time (#3, #4)	Yes, 20 min	Yes, 20 min
**FFR, Time	Yes, 20 min	Yes, 20 min
**FFGD, Time	Yes, 20 min	Yes, 20 min
**/*FFD, Time	No (#6)	Yes, 20 min
Intro Riding, Time	Yes, 20 min	Yes, 20 min
*Intro Driving, Time	No (#6)	Yes, 20 min
*Intro Draft, Time	No (#6)	Yes, 20 min (#7)
*Adv. Riding, Time	No (#6)	Yes, 20 min
*Adv. Driving, Time	No (#6)	Yes, 20 min
*Adv. Draft, Time	No (#6)	Yes, 20 min (#7)

** Glossary for the Evaluation Event

- A roving, or partial, evaluation (**A**) is a smaller evaluation with a limited number of horses or tests allowed and is held in a roving geographical area with varied but steady Fjord Horse population. Various equipment is needed for the tests to be held and must be provided. These events may be held seasonally once per year and reflect the months during which equestrian activities occur in that designated area. These events could consist of Conformation/Movement and Family Fjord Tests. Possible locations:
 - North West (WA/OR/ID/MT/WY/CO) July/August/September
 - North East (New England) July/August/September
 - Midwest (SD/ND/MN/WI/IA/OH/NE) July/August/September
 - South West (CA, AZ, NM, NV) February/March/April
 - South/South East (TX, OK, AR, MO) February/March/April

- An annual or complete evaluation (**B**) is a larger event offering the full selection of tests. This evaluation would be held at a large public facility (fairgrounds) with multiple arenas of varying sizes. A complete equipment supply from the NFHR list is mandatory. These evaluations would be held once per year in a central location based upon a large Fjord population and reflect a time when equestrian activities usually occur. Possible locations:
 - Minnesota
 - Wisconsin
 - Virginia
 - Colorado
 - Idaho
 - Montana

- C/M/L (Conformation/Movement/Liberty)
- PERF (Performance)
- FFF (Family Fjord Foundation)
- FFR (Family Fjord Riding)
- FFGD (Family Fjord Ground Driving)
- FFD (Family Fjord Driving)

***Legend for the Evaluation Event**

- #1 See Donation Guidelines above
- #2 The at Liberty portion (L) will be done immediately after the Conformation/Movement (C/M) portion while the horse is still in the arena during Day 1.
- #3 All C/M/L will be done on Day 1 and FFF tests may be done on Day 2 during the smaller events.
- #4 The Family Fjord Foundation test (FFF) is strongly suggested and should be available at every evaluation event (both small and large) along with the Conformation/Movement tests.
- #5 Thirty (30) minutes will be allotted to the C/M/L scoring. Possible Evaluator comments/education on the assessment may or may not occur at this time.
- #6 No video submission allowed.
- #7 Draft tests require a specific stone boat that meets NFHR standards.
- #8 If farm facilities (arena and/or lodging) are provided by the host, the host is allowed to have horses entered.
- #9 All venues are strongly suggested to have perimeter and arena fencing.
- #10 Horses must be kept in panels and/or stalls

- #11 If vending is donated by a local club, all proceeds will go to that club; or, if provided by the farm host, an appropriate payment may be made to the farm host.
- #12 The Evaluation Coordinator should determine whether:
- the host is proposing a limited or complete evaluation.
 - that region is due for an event.
 - how the event will be funded (sponsorships/fundraising/horse entries, donated facilities)
- #13 Hosts should:
- survey the proposed geographical area for Fjord Horse population and evaluation interest.
 - seek out a venue that can meet the criteria outlined.
 - choose a date that works for the Evaluation Coordinator, TD, venue and horse owners/participants.
 - Apply to host an event along with a present a budget well in advance of the proposed evaluation event.
- #14 NFHR should:
- approve or deny the event.
 - hire Evaluators.
 - announce the event to the NFHR membership well in advance of the proposed evaluation event.