

## South Dakota 4-H Rodeo Policies & Procedures

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### I - MEMBERSHIP/REGISTRATION

#### I – 1 Members' Responsibilities

1. All Members of the 4-H Rodeo Project shall abide by the guidelines presented in the 4-H South Dakota Rodeo Rules & Regulations rule book. Members may be held responsible for infractions.
2. Conflict of Interest – There exists between the 4-H Sanctioned Rodeos and its board, officers and the public a fiduciary duty, which carries with it a broad loyalty to the same. The board and officers have the responsibility of administering the affairs honestly and prudently, for the sole benefit of 4-H Rodeo. Those persons shall exercise good faith in all actions involved in their duties, and they shall not use their positions with 4-H Rodeo or knowledge gained there for their personal benefit.

Conflicts of interest may arise in the relations of directors, officers and with third parties. A conflicting interest may be defined as an interest, direct or indirect, with any persons or firms. It is policy that any of these interests shall be disclosed. It shall be the responsibility of the board and officers to scrutinize their transactions and outside business interests and relationships for potential conflicts and to state such disclosures.

Should a conflict of interest arise a disclosure should be made to the committee chair (or if she or he is the one with the conflict, then to the entire committee), which shall bring to the attention of the board. Disclosure involving directors should be made to the President, or if she or he is the one with the conflict, then to the Vice President who shall bring these matters to the board.

The board shall determine whether a conflict exists and in the case of an existing conflict, whether the transaction may be authorized as just, fair, and reasonable.

#### I – 2 Organization Members

1. Any county desiring to conduct as an approved county 4-H rodeo must comply with SDSU Extension policy governing 4-H project activities. This policy is the entirety of section 2 of 4HYD511, South Dakota 4-H Policies and Procedures Handbook. (South Dakota 4-H Rodeo Rules & Regulations)
2. A county may have an approved 4-H rodeo by meeting the requirements of the policy statement governing 4-H project activities; however, this does not automatically qualify contestants from these events to the State 4-H Rodeo Finals. (South Dakota 4-H Rodeo Rules & Regulations)
3. The State 4-H Advisory Committee has adopted the 4-H South Dakota Rules & Regulations rule book. All counties desiring to qualify contestants for the State 4-H Rodeo Finals must operate under these rules and regulations. (South Dakota 4-H Rodeo Rules & Regulations)
4. The South Dakota 4-H Rodeo Lay Board shall be persons interested in promoting the 4-H Rodeo Project and Board Membership shall be one elected representative from each of the sanctioned 4-H rodeos. These representatives will constitute a (4-H Rodeo Lay Board) Board of Directors. (4-H Rodeo Lay Association Constitution and By-Laws Article III. A.)
  - a) A purpose of the 4-H Rodeo Lay Association Board of Directors is to establish Rules

and Regulations that shall be used by all sanctioned rodeos in the state and recommend a DO PASS to the State 4-H Advisory Committee. (4-H Rodeo Lay Association Constitution and By-Laws Article II. G.)

b) The Executive Board of the Board of Directors shall perform the duties usually performed by such officers and will handle any grievances or concerns relating to the rules or regulations of this Lay Association throughout the year and at the 4-H Finals in accordance with the 4-H Rodeo Rules and Regulations handbook. (4-H Rodeo Lay Association Constitution and By-Laws Article IV. B.)

5. The South Dakota 4-H Finals shall be persons interest in promoting the 4-H Rodeo Project. Board Membership shall be the elected officers and one elected representative from each of the sanctioned 4-H Rodeos of the local rodeo membership. These representatives will constitute a (State Finals) Board of Directors. (Bylaws of the South Dakota 4-H Finals, Inc. Article III. A.)

a) The Board of Directors will establish the policies and regulations to conduct the State 4-H Finals Rodeo. (Bylaws of the South Dakota 4-H Finals, Inc. Article II. G.)

b) The Executive Board of the Board of Directors shall perform the duties usually performed by such officers and will handle any grievances or concerns relating to the rules or regulations at the State 4-H Finals Rodeo in accordance with the 4-H Rodeo Rules and Regulations handbook. (Bylaws of the South Dakota 4-H Finals, Inc. Article IV. B.)

### **I – 3 Rodeo Project Members**

1. Rodeo contestants must be enrolled in the insurance plan approved by the State 4-H Advisory Committee, or have on file in their county Extension office a signed form verifying eligibility either for personal health coverage equal to or greater than that provided under the state plan. (South Dakota 4-H Rodeo Rules & Regulations)

2. All rodeo contestants must be registered in

the 4-H Rodeo Project and have submitted a completed Finals Entry Form Packet to the State 4-H Finals Secretary by May 1st. If contestant fails to mark an event on May 1st paperwork he/she will not be eligible to compete in that event at any regional rodeo or Finals. This includes any members that are only competing in Jr-Jr Events.

Entries postmarked by the May 1st deadline requiring corrections or that are incomplete, may be corrected up to May 20th and will be assessed a \$5 reprocessing fee. The corrections must be in the possession of the 4-H Finals Rodeo secretary before the contestant will be eligible to rodeo.

Late entries postmarked after May 1st through June 1st will be assessed a \$150 late entry fee to be included with the entry form. A family with more than one late entry will be assessed \$150 for the first entry and \$50 for each additional entry. The entry must be in the possession of the 4-H Finals Rodeo Secretary before the contestant will be eligible to rodeo.

No Entries will be accepted after the June 1st deadline. (SD 4-H Finals Annual Meeting 10/29/2016)

### **I – 4 Dissolution Statement**

(Bylaws of the South Dakota 4-H Finals, Inc. Article IX.) Upon consideration of dissolution the members of the South Dakota 4-H Finals, Inc. agree to the following procedure:

The South Dakota 4-H Finals, Inc. shall be terminated and dissolved by a majority vote of the membership in favor of dissolution and termination of the 4-H organization. The membership shall also vote on how to disperse club resources for a project or activity or contribution to the betterment of the county or state 4-H program. When a 4-H club dissolves or fails to reorganize without vote of the members, the resources become the property of the county/ Leaders Association or the South Dakota 4-H Foundation after a waiting period of one year. During the one-year waiting period, a representative of the county 4-H program will maintain the account.

Upon dissolution and termination of the South Dakota 4-H Finals, Inc. for any reason, the officers shall take full account of the South Dakota 4-H Finals, Inc. assets and liabilities, and shall liquidate the assets and shall apply and distribute the proceeds there from the

following order:

- a) To the payment of debts and liabilities of the South Dakota 4-H Finals, Inc.
- b) To the setting up of any reserves that the officers may deem reasonable for the purpose of paying any unforeseen liabilities or obligations of the club.
- c) The remaining balance shall be divided equally between each eligible County/ Regional SD 4-H Rodeo, distributed to the local, committee operating the 4-H Rodeo, for the purpose of program development directly related to the enrichment of the 4-H youth program.
- d) Each of the members shall be provided a statement prepared by the South Dakota 4-H Finals, Inc. outlining the assets, liabilities, and the distribution upon complete liquidation. Upon Compliance with these terms and the distributions of the funds, the 4-H organization shall cease.

## **II – SANCTIONS**

### **II – 1 Rodeo Approval**

1. Counties desiring to sponsor a sanctioned 4-H rodeo must have their entry blanks approved annually by the South Dakota 4-H Rodeo Lay Board prior to being available to contestants. The county must also complete the application form for hosting a 4-H Rodeo (Rodeo Approval Form) annually, with the form being submitted to and approved by the State 4-H Office. Entry blanks will be made available in Extension office on May 1. No 4-H Rodeo may be “co-approved” with any other rodeo association. (South Dakota 4-H Rodeo Rules & Regulations)
2. Any county sponsoring a sanctioned 4-H rodeo that wants to delete from or add to the adopted 4-H Rodeo Rules and Regulations must first obtain approval from the South Dakota 4-H Rodeo Lay Board. The South Dakota 4-H Rodeo Lay Board will hold its annual meeting in Pierre/ Ft Pierre on the last Saturday in October. (South Dakota 4-H Rodeo Rules & Regulations)
3. Non-qualifying rodeos should work within the rules of the South Dakota 4-H Rodeo program

and utilize South Dakota 4-H Rodeo Rules & Regulations, as their rule book. Contestants competing in a non-sanctioned rodeo will not qualify that contestant for the State 4-H Rodeo Finals. (South Dakota 4-H Rodeo Rules & Regulations)

### **II – 2 General Requirements**

1. All local State Finals-qualifying rodeos will pay \$700 to the South Dakota 4-H Finals, Inc., for awards for the South Dakota 4-H Finals Rodeo. A local rodeo that fails to pay \$700 by October 1 of the same calendar year as their approved rodeo will not be approved for the following year unless both the amount delinquent and the amount for the next year is paid in full by May 1. (SD Lay Board Annual Meeting 10/27/2007)
2. Arbitration Board – In cases of 4-H members who have been disqualified from further participation in a 4-H rodeo due to rule violations or infractions may file an appeal and appear before the sponsoring rodeo’s arbitration board and present cases. Only contestants will be allowed to appeal. (South Dakota 4-H Rodeo Rules & Regulations)

The sponsoring rodeo’s arbitration board may consist of at least three, but up to five, impartial persons to resolve a dispute.

### **II – 3 Post-Rodeo Requirements**

1. Results of an approved county or area 4-H rodeo must be submitted to both the State 4-H Rodeo Finals secretary and the State 4-H Rodeo advisor within 10 days after the event. All State 4-H Rodeo Finals qualification forms must be emailed to the State 4-H Rodeo Finals secretary no later than 10 days prior to the beginning of the State 4-H Finals Rodeo. Exceptions to this rule must have approval from the secretary of the sponsoring organization. If results are amended, the local rodeo secretary should notify both the Finals secretary and the affected contestants within a 10-day period. (South Dakota 4-H Rodeo Rules & Regulations)

## **III – OFFICIALS’ POLICIES & PROCEDURES**

### **III – 1 Requirements**

1. All judges and flagmen should be active or past members and in good standing with the South Dakota Rodeo Association, the

Northwest Cowboys' Association, or the PRCA. Judges, timers and flagmen must be people of experience. (South Dakota 4-H Rodeo Rules & Regulations)

2. Judges and flagmen for each approved 4-H rodeo shall be chosen with regard to their integrity, ability, and availability. (South Dakota 4-H Rodeo Rules & Regulations)

### III – 2 Responsibilities and Jurisdiction

1. It is the judge's responsibility to set patterns in each of their arenas at the State 4-H Finals Rodeo. (SD 4-H Finals BOD 11/29/2011)

### III – 3 Behavior/Protests

A contestant will be disqualified for any of the following offenses. Violators of any of the following offenses should be reported to rodeo officials:

1. Having any association with alcoholic beverages or non -prescription illegal drugs while in attendance at any approved 4-H Rodeo, on rodeo grounds or at any rodeo function.
2. Rowdiness, quarreling, or fighting in the actual domain of the arena.
3. Mistreatment of stock.
4. Refusing to contest during a performance on an animal drawn for him or her.
5. Not being ready to compete when called upon.
6. Cheating or attempting to cheat.
7. Attempting to fix, threaten, bribe, influence, harass or coerce the officials at any time between opening and closing dates of a rodeo, in or out of the arena. Violators of this rule shall be reported to Show Management by the judge involved.
8. Conduct or speech of any kind detrimental to the best interest of a 4-H rodeo or to the sport of rodeo.
9. All contestants of a 4-H rodeo must make an honest effort when competing in the arena. If an honest effort is not made, the contestant is liable for disqualification for the year.
10. All contestants must wear their rodeo numbers while in the arena.

11. Any contestant who scratches or is turned out of any event after registration will be disqualified from that event for all goes, unless the Arbitration Board rules otherwise.

Contestants can be disqualified by judges, by the Executive Committee, by the arena director, or by the chute director - in the event that the chute director has been authorized to check for illegal wraps and tucks in bareback bronc and bull riding.

4-H members who have been disqualified from further participation in a 4-H rodeo due to rule violations or infractions may file an appeal and appear before the sponsoring rodeo's arbitration board and present cases. Only contestants will be allowed to appeal. (South Dakota 4-H Rodeo Rules & Regulations)

## IV – 4-H STATE FINALS RODEO

### IV – 1 Qualification

1. The State 4-H Rodeo Finals Committee shall not accept any contestant from an approved 4-H rodeo unless the officials of that rodeo certify the contestant.

A contestant must earn a first through fourth place at a Regional Rodeo with a qualified ride or time to be eligible to compete at the 4-H State Finals Rodeo. (SD 4-H Finals Annual Meeting 10/29/2016)

2. If a contestant does not wish to compete or has specific event(s) where they do not wish to compete at the Finals rodeo, the Finals Rodeo Drop Event Form must be completed and submitted to the Finals rodeo secretary. If contestant does not notify the secretary prior to the Finals rodeo contestant performance/position draw, then the contestant is responsible for the entry fees. (South Dakota 4-H Finals Inc. Rodeo Entry Process)
3. A special needs contestant enrolled in 4-H Rodeo and competing at the regional rodeo level that has never qualified for a 4-H State Finals Rodeo may, once in their 4-H career, pick one event to perform in at the 4-H State Finals Rodeo during a designated performance, with the approval of the 4-H Finals Rodeo Committee Board. (SD 4-H Finals Annual Meeting 10/29/2016)

#### **IV – 2 Performance Time, Location & Fees**

1. The South Dakota 4-H Finals Rodeo will be held the third weekend in August. (SD 4-H Finals Annual Meeting 10/27/2012)
2. There will be four performances (two long go's) of the SD 4-H Finals Rodeo, with contestants competing in either the first and fourth performance (Friday night/ Sunday morning); or the second and third performance (Saturday morning/Saturday night). Contestants will be run in reverse order for the second go. (SD 4-H Finals BOD 01/14/2006)

Rakes in the timed event arena will be according to draw position. (SD 4-H Finals BOD 04/12/2010)

#### **3. DRAWING POSITIONS**

Positions must be drawn randomly in all events. Positions may be computer drawn. Once posted, the random draw can be altered with the Trade out rule. A contestant wishing to change their set performance can find a contestant in the same event who is in the opposite performance and request their draw spots to be switched. For example, John Doe in Sr. Calf Roping on Friday night and Sunday morning, can trade with Jake Doe in Sr. Calf Roping on Saturday am and Saturday pm. Requests to trade must be emailed to secretary within 24 hours of the draw being posted. Both contestants must email secretary their permission before draw will be changed. A change will only be allowed if there is a trade able to be made. In the event a contestant cannot find someone to trade performances with or both contestants wanting a trade do not meet the time deadline which is exactly 24 hours, then no trade will be made and the Contestant will keep their original draw. NO EXCEPTIONS.

If a contestant is showing livestock and not static exhibits at Local County 4-H Achievement Days, that contestant may have a set performance for Friday/Sunday or Saturday/Saturday. Contestant must have a signed letter from the extension office stating the conflict and must be email or mailed to Finals Secretary by August 1st. (SD 4-H Finals Annual Meeting 10/26/2016)

Contestants must email or mail a signed letter from the County 4-H Office describing the

conflict to the Finals Secretary by August 1st.

If a contestant will not be able to participate in their assigned draw position in any performance, they must notify the Finals Rodeo Secretary in writing by, August 1st. This would be considered a notified turn out and the contestant will be allowed to compete in the second go around for that performance, but will not be awarded points towards average in that event or events nor will points from that or those events go towards all around.

4. Entry fees for the South Dakota 4-H Finals Rodeo will be reviewed and set annually at SD 4-H Finals Rodeo Inc Committee Meeting and posted to [SD4HRodeo.org](http://SD4HRodeo.org).

There will be a \$10.00 processing fee for collection of bad checks. (SD 4-H Finals 03/23/2009)

#### **IV – 3 Livestock Bid**

1. Livestock bids are:
  - Rough Stock
  - Timed Event Cattle
  - Timed Event Goats
2. The SD 4-H Finals committee has the right to accept or reject any bid at their discretion. (SD 4-H Finals BOD 02/16/2013)

#### **IV – 4 Ground Rules**

See the [SD4HRodeo.org](http://SD4HRodeo.org) website for updated vendor information.

#### **IV – 5 Vendors**

1. See the [SD4HRodeo.org](http://SD4HRodeo.org) website for updated vendor information.

#### **IV – 6 Awards/Scholarships**

1. The sponsorships of the saddles that are awarded will be: Private entities will have saddle sponsor priority and regional rodeos will be on a rotating basis, with a May 1st notification of name for saddle and sponsorship paid by October 1st. (SD 4-H Finals Annual Meeting 10/27/2012)
2. See the [SD4HRodeo.org](http://SD4HRodeo.org) website for updated Scholarship information.

#### IV – 7 Other

1. Rodeo Manager - Duties include lining up judges, serving as Rough Stock/Track Arena Director at the State Finals Rodeo, etc. (SD 4-H Finals BOD 01/07/2017)
2. Judges/Timers – All efforts will be made to qualified persons who are extremely familiar with all aspects of rodeo rules. There shall be a minimum of two judges per arena, and a minimum of three, preferably 4, timers per arena. Compensation will be determined annually and approved by the SD 4-H Finals Rodeo, Inc. Committee. Rooms will be provided for officials residing outside of the area.
3. Time Signal - A horn will be used in big arena to signal time, a whistle will be used in small arena to signal time. (SD 4-H Finals BOD 06/14/2006)
4. Motel Rooms - All motel rooms provided for Judges/Officials will go through the Finals Motel Committee for placement. No motel payment will be made by the Finals Treasurer to a person securing their own motel accommodations. If Judges/Officials wish to obtain rooms at a location other than that designated or a room with certain amenities, they may do so at their own cost. If additional rooms are needed, the Motel Committee will be called to secure the rooms and arrange for payment with the Treasurer. (SD 4-H Finals Annual Meeting 10/30/2010)
5. Gate/Ticket Sales and Programs- Gate and program charges for the SD 4-H Finals Rodeo will be reviewed and approved annually by the SD 4-H Finals Rodeo Committee.