



Purpose: This procedure is for the review and approval of funding from the Horse Show Development Committee budget to NWA affiliated shows/events.

Scope: This procedure applies to any NWA show or event that makes application for funding.

Responsibilities:

TITLE	DESCRIPTION
Executive Director	<p>Shall require interested shows/events to submit application to NWA office preferably 90 days from the start date of the show</p> <p>Shall forward the applications to the chairperson of the Horse Show Development Committee as soon as they are received. This can be via electronic communication or traditional mail service.</p> <p>Shall communicate to the applicant show management, the final decision of the Horse Show Development Committee.</p>
Committee Chair	<p>Shall distribute any and all applications to each member of the Horse Show Development committee for review.</p> <p>Shall oversee the review of applications and ascertain that such applications fall within the guidelines established by the Horse Show Development Guidelines For Show Funding as attached here.</p> <p>Shall communicate to the Executive Director of NWA the final decision of the Horse Show Development Committee</p>
Committee Members	<p>Upon receipt of show funding applications from the HSD Chair, will review and make recommendations as to approval or denial of funding requests.</p> <p>In the event that not all committee members agree on the final decision, each member will vote and the decision will be based on the majority vote of the committee.</p>

List of Appendices:

- HSDC Guidelines For Show Funding
- Application for HSDC Show Funding



Procedures:

HSDC Guidelines for Show Funding

Shows must either be new affiliations or have not affiliated with NWHHA for the past 5 years.

Funding cap of \$500 for shows offering a full range of classes including but not limited to rail, model, versatility.

Funding cap of \$400 for shows offering only rail classes.

Funding cap of \$250 for shows with 'special considerations' i.e. dressage only, versatility only

Shows or members of show management cannot be in debt to NWHHA

Members of show management cannot be on suspension with NWHHA, USDA or any other HIO.

Shows with published programs should agree to a minimum 1/2 page ad for NWHHA in that program

Shows with a website should agree to a link on that site to the NWHHA website.

All funding is subject to the amount approved by the Board of Directors in the NWHHA Annual Budget or by special dispensation by the BOD.

No monies will be paid to approved shows until all paperwork has been received in the NWHHA office following the completion of the show.

Monies approved will be returned to the HSDC budget if the approved show is cancelled for any reason.



National Walking Horse Association

Show Support Request

SECTION 1: Contact Information

Name of Requesting
Organization/Show _____

Contact Person _____

Mailing Address _____

City/State/Zip _____

Phone _____

Email _____

Show Manager _____

Phone _____ E-mail _____

SECTION 2: Requesting Organization Information

Mission of Organization/Purpose for Show

Is this a new show? _____

Is this an existing show? _____ How many years has show been held? _____

Past affiliations with what HIO? _____

Approximate # of Horses expected _____

Does your organization host other Horse Shows? _____

If Yes, affiliated with what HIO? _____

SECTION 3: Funding Request

Name and Location of Show _____



Show Date _____

Type of Funding Requested: (check only one)

DQP Travel _____ Judge Travel _____ Sponsorship _____

Other (explain) _____

Amount of Funding Requested _____

Attach a copy of Show Class list and submit to NWA Office. The Horse Show Development Committee will review your application and you will be notified of the status of your application.

Preference will be given to those applications submitted 90 days prior to your start date.