#### **Audubon Lifestyles Equestrian Facility Program**

### Program Audit & Verification Guidelines



|    | Facility Name                                |   |           |
|----|--|---|-----------|
|    | Applicant Name                               | Other Information   |           |
|    | Relationship to Facility                     | total site acreage  |           |
|    | Address Info                                 | total horses capacity   |           |
|    |  | total horses boarded  |           |
|    |  | total number of employees   |           |
|    | Phone & Fax Numbers                          | total miles of trails   |           |
|    | Website address                              | number of ponds/lakes   |           |
|    | Email address                                | streams/rivers onsite?  |           |
|    | Program Req                                  | uirements   |           |
| R1 | The facility is currentl                     | y registered in the Audubon Lifestyles Equestrian Facility Program, and maintains annual membership fees?   | Y/N       |
| R2 | The facility has adopt                       | ed and publicly displays a Sustainability Charter for the Equestrian Facilities?  | Y/N       |
| R3 | The facility requires t                      | hat all persons under the age of 18 wear ASTM/SEI- approved helmets while mounted?  | Y/N       |
| R4 | Horses at the facility l                     | have access to clean, fresh water at all times?   | Y/N       |
| R5 | There is no barbed wi                        | re anywhere horses are contained on the facility?   | Y/N       |
| R6 | The facility policies in                     | clude a requirement for proof of negative Coggins test for all horses visiting or living in the facility?   | Y/N       |
| R7 | The facility has a Nutr                      | rient Management Plan (NMP), and a copy has been sent to Audubon Lifestyles for review?   | Y/N       |
| R8 | The facility meets the sent to Audubon Lifes | minimum point requirements in each section of the Audubon Lifestyles Equestrian Facility Program Audit, and a copy of the audit has been styles?  | Y/N       |
| R9 | An Exit Interview with                       | an Audubon Lifestyles representative is scheduled (or has already taken place) either onsite or via telephone?  | Y/N       |
|    |  | do attest to the accuracy of every item presented within this audit. The Audubon Lifestyles Equestrian Facility Program is a nize that the principles upon which driv e the program can only be made possible through honest participation from all participants. | voluntary |
|    |  | Signed: Date: _   |           |

## **Economics & Business**

#### verification options & points awarded

|     | Topic           | Criteria   | Photo /<br>Image | Written | Verbal | Map /<br>Drawing | On-site<br>Verification |  |
|-----|-----------------|--|------------------|---------|--------|------------------|-------------------------|--|
| a01 | Business        | The facility has developed a printed business plan that encourages successful strategies for running |                  | 3       | 1      |                  | 4                       |  |
| uoı |                 | and a managing the facility  |                  | ,       |        |                  | 7                       |  |
| a02 |                 | The facility has a clearly written Vision & Mission Statement in Place                               |                  | 2       | 1      |                  |                         |  |
| a03 |                 | The facility has preformed a SWOT Analysis (strengths, weaknesses, opportunities, threats)           |                  | 2       | 1      |                  |                         |  |
| a04 |                 | The facility performs an annual review of all business plans, SWOT, etc.                             |                  | 2       | 1      |                  |                         |  |
| a05 |                 | The facility has an appropriate accounting system in place   |                  |         | 1      |                  |                         |  |
| a06 |                 | The accounting system and tax prep are reviewed by an accountant                                     |                  |         | 1      |                  |                         |  |
| a07 |                 | The facility has preformed a Competitive Analysis  |                  | 2       | 1      |                  |                         |  |
| a08 |                 | The facility has equestrian programming in place   |                  |         | 1      |                  | 2                       |  |
| a09 |                 | The equestrian program is reviewed annually and changed as necessary                                 |                  |         | 1      |                  |                         |  |
| a10 |                 | The facility has a written annual budget   |                  | 2       | 1      |                  | 3                       |  |
| a11 |                 | The facility has a written marketing plan  |                  | 2       | 1      |                  | 3                       |  |
| a12 |                 | The facility has adequate revenue considerations/subsidizations in place                             |                  |         | 1      |                  |                         |  |
| a13 |                 | There are boarding agreement for all boarded horses on file  |                  | 2       | 1      |                  | 3                       |  |
| a14 |                 | A written customer service model has been created by the facility                                    |                  | 3       | 2      |                  |                         |  |
| a15 | Marketing       | The facility has a logo that is used specifically for the facility                                   | 2                |         | 1      |                  |                         |  |
| a16 |                 | The facility has a brochure that is used to promote the facility                                     |                  | 2       | 1      |                  | 3                       |  |
| a17 |                 | The facility has a website or web page specific to the facility                                      |                  | 2       |        |                  |                         |  |
| a18 |                 | The facility has and uses a answering machine or service and returns all calls within a 24 business  |                  |         | 1      |                  |                         |  |
| ато |                 | hour window  |                  |         | 1      |                  |                         |  |
| a19 |                 | The facility has a newsletter and client data base   |                  | 2       | 1      |                  | 3                       |  |
| a20 | Insurance/Legal | The facility has a General Liability insurance policy  |                  | 2       | 1      |                  |                         |  |
| a21 |                 | The facility has a Comprehensive insurance policy  |                  | 2       | 1      |                  |                         |  |
| a22 |                 | The facility has Care, Custody & Control insurance   |                  | 2       | 1      |                  |                         |  |
| a23 |                 | The facility has Instructor's Insurance  |                  | 2       | 1      |                  |                         |  |
| a24 |                 | The facility has Loss of Use on expensive horses insurance   |                  | 2       | 1      |                  |                         |  |
| a25 |                 | The facility has Workers Compensation  |                  | 2       | 1      |                  |                         |  |
| a26 |                 | The facility has Health Benefits for staff   |                  | 2       | 1      |                  |                         |  |
| a27 |                 | All Release of Liabilities are reviewed by an attorney   |                  |         | 1      |                  |                         |  |
| a28 |                 | Proper signage regarding risk exposure has been posted   | 2                |         | 1      |                  | 3                       |  |

| a29                   | Barn Rules are displayed in a highly visible area  | 2 |    | 1  |   | 3  |  |
|-----------------------|--|---|----|----|---|----|--|
| Staff Housing Benefit | Clean, safe and desirable living conditions for staff exist on site  |   |    | 1  |   | 2  |  |
| a31                   | Fire Alarms are installed and checked biannually   | 2 |    | 1  |   | 3  |  |
| a32                   | Behavior protocols are in place for anyone living on-site  |   |    | 1  |   |    |  |
| a33                   | Cleaning expectations are written  |   | 2  | 1  |   |    |  |
| a34 Employees         | Job descriptions are clearly defined, written, and on file for each employee   |   | 2  | 1  |   | 3  |  |
| a35                   | References are checked for new employees   |   |    | 1  |   |    |  |
| a36                   | Annual review for employee performance are preformed   |   |    | 1  |   |    |  |
| <mark>a37</mark>      | Drug testing performed on all employees  |   |    | 1  |   |    |  |
| a38                   | W-4 and I-9 are filed annually   |   | 2  |    |   |    |  |
| a39                   | The facility has a written employee manual or Rules and Regulations document and is given to all employees   |   | 4  |    |   |    |  |
|                       | Maximum Allowable Points   | 8 | 50 | 20 | 0 | 35 |  |
|                       | Facility Total Points  |   |    |    |   |    |  |
| Innovation            | The facility is doing something that is not listed in this section and would like to apply for additional probability total of 6 points. Points and items are awarded exclusively by Audubon Lifestyles, and at their sole dis |   |    |    |   |    |  |
| Innovation            |  |   |    |    |   |    |  |

## Horse Care & Human Safety

#### verification options & points awarded

|     | Topic                          | Criteria  | Photo /<br>Image | Written | Verbal | Map /<br>Drawing | On-site<br>Verification |   |
|-----|--------------------------------|---|------------------|---------|--------|------------------|-------------------------|---|
| b01 | Safety of Horses               | A written Risk Mitigation Plan (RMP) has been created for the facility  |                  | 2       | 1      |                  |                         |   |
| b02 |                                | The RMP includes a weather emergency plan   |                  | 2       | 1      |                  |                         |   |
| b03 |                                | The RMP includes a fire evacuation plan   |                  | 2       | 1      |                  |                         |   |
| b04 |                                | The RMP includes an emergency plan for horses in case of severe injuries  |                  | 2       | 1      |                  |                         |   |
| b05 |                                | RMP drills are performed annually   |                  |         | 1      |                  |                         |   |
| b06 |                                | An assessment of turn out and pasture buddies has been performed for all horses   |                  |         | 1      |                  |                         |   |
| b07 |                                | A First Aid kit for horses is available   | 2                |         | 1      |                  | 3                       |   |
| b08 |                                | All horses name's are clearly posted on all stalls  | 2                |         | 1      |                  | 3                       |   |
| b09 |                                | The horse owner's name and emergency number are clearly posted  | 2                |         | 1      |                  | 3                       |   |
| b10 |                                | An Advanced Directive for every boarded horse is on file  |                  | 2       | 1      |                  | 3                       |   |
| b11 |                                | A policy that requires that all dogs of clients and guests are leashed is strictly enforced   |                  | 2       | 1      |                  |                         |   |
| b12 |                                | The veterinarian phone number is clearly posted   | 2                |         | 1      |                  | 3                       |   |
| b13 | Safety of Riders &<br>Visitors | The facility has had zero accidents that involved EMS or a trip to the doctor's office in the last year for staff, guests and clients       |                  |         | 4      |                  |                         |   |
| b14 |                                | A Risk Mitigation Plan (RMP) includes human safety protocols  |                  | 2       | 1      |                  |                         |   |
| b15 |                                | A Human Emergency Policy and Procedures has been written with assistance from local emergency providers, and signed off on by all employees |                  | 2       | 1      |                  |                         |   |
| b16 |                                | A procedures and protocols policy has been written to ensure the safety of riders and non-riders  |                  | 3       | 1      |                  |                         |   |
| b17 |                                | A CPR-First Aid poster has been posted in a visible location  | 2                |         | 1      |                  | 3                       | _ |
| b18 |                                | ASTM-SEI Certified helmets are modeled and worn by the staff  |                  |         | 1      |                  |                         |   |
| b19 |                                | An Orientation Plan has been written for family and guests of participants  |                  | 3       | 1      |                  |                         |   |

| b20 |                 | An Orientation Safety Program has been written for beginner riders  |   | 2 | 1 |   |   |   |
|-----|-----------------|---|---|---|---|---|---|---|
| b21 |                 | Barn Rules have been posted in a highly visible location  | 2 | 2 | 1 |   | 3 |   |
| b22 |                 | No Smoking signs have been posted in the barn   | 2 |   | 1 |   | 3 |   |
| b23 |                 | A Release of Liability is on file and updated annually for all (including staff)  |   | 2 | 1 |   | 3 |   |
| b24 |                 | A Life Flight helicopter landing area has been identified   | 2 |   | 1 | 2 | 3 |   |
| b25 |                 | A First aid kit is available and accessible for humans  | 2 |   | 1 |   | 3 |   |
| b26 |                 | Facility requires proper riding attire (boots with heel, breeches or snug fitting pants, no loose and dangling objects, hoods, jewelry, etc).   |   |   | 1 |   |   |   |
| b27 | Safety of Staff | Continued safety evaluations and training for all barn staff are preformed  |   |   | 1 |   |   |   |
| b28 |                 | Workers compensation and other employee notices are clearly posted  | 2 |   | 1 |   | 3 |   |
| b29 |                 | All staff are First Aid and CPR trained   |   | 2 | 1 |   |   |   |
| b30 | Horses          | All horses are at the facility have a minimum Body condition Score (BCS) of 4   |   |   | 1 |   | 3 |   |
| b31 |                 | A schedule for farrier exists (every 6 to 8 weeks)  |   |   | 1 |   |   |   |
| b32 |                 | Have parasite control program established that includes fecal float analysis and strategic deworming.   |   | 2 | 1 |   |   |   |
| b33 |                 | The facility performs annual dental check-ups for all horses  |   |   | 1 |   |   |   |
| b34 |                 | Proof of appropriate vaccinations for each horses are based on facility veterinarian recommendations  |   | 2 | 1 |   |   |   |
| b35 |                 | Horses are fed at least twice daily or have access to ample, adequate natural forage  |   |   | 1 |   |   |   |
| b36 |                 | Health records are kept for each horse. Records include: health history, vaccinations, worming, injections, injuries, vet visits, dental visits, diet changes, shoeing dates, supplement changes, medications and notes, behavioral notes (eating habits, clipping habits, trailer loading, farrier habits), travel information (dates, shipped to location). |   | 2 | 1 |   | 3 |   |
| b37 |                 | Night Checks are performed  |   |   | 1 |   |   |   |
| b38 |                 | Regular shoe checks are performed   |   |   | 1 |   |   | _ |
| b39 |                 | Overall body are checked daily for injury   |   |   | 1 |   |   |   |
| b40 |                 | Staff are certified in Horse First Aid  |   | 2 | 1 |   |   |   |
| b41 |                 | Staff can wrap and boot legs correctly  |   |   | 1 |   |   |   |
| b42 |                 | Horses get stall breaks and/or turnout daily  |   |   | 1 |   |   |   |

| 13 | Trail Crossing Safety | The facility maintains proper signage at all crossing locations   | 3  |    | 1  | 3  | 4                  |                  |
|----|-----------------------|---|----|----|----|----|--------------------|------------------|
| 14 |                       | Run away barriers present at all trail crossings  | 3  |    | 1  | 3  | 4                  |                  |
| 15 |                       | The facility incorporates calming devices (ie speed bumbers and dips) for vehicles on approach  | 3  |    | 1  | 3  | 4                  |                  |
| 16 |                       | The facility has a written Emergency plan for trail emergencies   |    | 2  | 1  |    |                    |                  |
|    |                       | Maximum Allowable Points  | 30 | 40 | 20 | 14 | 40                 |                  |
|    | Innovation            | Facility Total Points   |    |    |    |    |                    |                  |
|    |                       | The facility is doing something that is not listed in this section and would like to apply for additional total of 6 points. Points and items are awarded exclusively by Audubon Lifestyles, and at their sole di and attached any nessesary verification documentation/photos etc. |    |    |    |    |                    |                  |
|    |                       |   |    |    |    |    |                    |                  |
|    |                       |   |    |    |    |    |                    |                  |
|    |                       |   |    |    |    |    |                    |                  |
|    |                       |   |    |    |    |    |                    |                  |
|    |                       |   |    |    |    |    |                    |                  |
|    |                       |   |    |    |    |    | Minimum            | Facility Final   |
|    |                       |   |    |    |    |    | Points<br>Required | Section<br>Score |
|    |                       |   |    |    |    |    | 30                 |                  |

# Facility & Operations

#### verification options & points awarded

|     |                                | lan .  |                  |         |        | raciilly Poiri   |                         |  |
|-----|--------------------------------|--|------------------|---------|--------|------------------|-------------------------|--|
|     | Topic                          | Criteria   | Photo /<br>Image | Written | Verbal | Map /<br>Drawing | On-site<br>Verification |  |
| c01 | Equestrian                     | The facility offers a program to teach the basics of grooming  |                  |         | 1      |                  |                         |  |
| c02 |                                | The facility offers a program to teach the basics of tacking   |                  |         | 1      |                  |                         |  |
| c03 |                                | The facility offers a program to teach the basics of mounting  |                  |         | 1      |                  |                         |  |
| c04 |                                | The facility offers a program to teach the basics of horse handling  |                  |         | 1      |                  |                         |  |
| c05 |                                | The facility offers a program to teach the basics of horse anatomy   |                  |         | 1      |                  |                         |  |
| c06 |                                | The facility teaches Emergency Dismount to all new riders  |                  |         | 1      |                  |                         |  |
| c07 |                                | The facility teaches how to handle buck, rear, and take off to all new riders  |                  |         | 1      |                  |                         |  |
| c08 |                                | Tack and equipment safety are checked regularly  |                  |         | 1      |                  |                         |  |
| c09 |                                | Tack fitting for lesson horses are performed monthly   |                  |         | 1      |                  |                         |  |
| c10 |                                | The facility offers a program to assess a rider's ability level  |                  |         | 1      |                  |                         |  |
| c11 | Certification of<br>Instructor | The Certification Instructor is ARIA ,CHA USDF, ICP-USEA or BHS certified  |                  | 3       | 1      |                  |                         |  |
| c12 |                                | The Barn Manager is ARIA or CHA certified  |                  | 3       | 1      |                  |                         |  |
| c13 | Manager                        | The Barn Manager has some Hospitality /public relations training   |                  |         | 1      |                  |                         |  |
| c14 |                                | The Barn Manager has completed college coursework or classes in business management, and/or  |                  |         | 1      |                  |                         |  |
| -   |                                | accounting  The Dear Manager has been also defeated a feet as Deafeasian also in its analysis and a state of a |                  |         | -      |                  |                         |  |
| c15 |                                | The Barn Manager has some kind of other Professional training - demonstrated either through experience, college degree, or continuing education credits  |                  |         | 1      |                  |                         |  |
| c16 | Barn/Stable                    | Adequate cross ventilation exists on the Barn/stable   | 2                |         |        | 1                | 2                       |  |
| c17 | burn, stable                   | The barn/stable incorporates dust control methods  | 2                |         | 1      | 1                | 3                       |  |
| c18 |                                | The barn/stable has wash stalls and they have appropriate drainage   | 2                |         | 2      |                  | 3                       |  |
| c19 |                                | Stalls are cleaned daily   |                  |         | 1      |                  | 3                       |  |
| CIJ |                                | Design features that encourage the use of natural lighting such as windows in the barn door,   |                  |         |        |                  |                         |  |
| c20 |                                | skylights, etc. exist  | 2                |         | 1      |                  | 3                       |  |
| c21 |                                | The barn/stable incorporates the use of recycled materials in its construction   |                  |         | 1      |                  | 2                       |  |
| c22 |                                | The barn/stable is positioned in such a way to avoid wind tunnels  |                  |         | 1      | 2                |                         |  |
| c23 |                                | Farrier/Vet station present  | 2                |         | 1      | 2                | 3                       |  |
| c24 |                                | The barn/stable has stalls with a size of 12x12 or larger  | 2                |         | 1      | 2                | 3                       |  |
| c25 |                                | Clean water is available in all occupied stalls at all times   |                  |         | 1      |                  |                         |  |
| c26 |                                | Flooring and/or subfloor for all areas of barn other than dirt present   | 2                |         | 1      |                  | 3                       |  |
| c27 |                                | Stall bedding is present where appropriate   | 2                |         | 1      |                  | 3                       |  |
|     | •                              |  |                  |         |        |                  |                         |  |

| c28                 | The facility maintains a temperature controlled feed room   |   |   | 1 |   | 2 |  |
|---------------------|---|---|---|---|---|---|--|
| c29                 | The facility maintains a temperature controlled tack room   |   |   | 1 |   | 2 |  |
| c30                 | Hay storage is located in a separate structure from the barn/stable   | 2 |   | 1 | 2 | 3 |  |
| c31                 | Feed stored in a place that is clean and free of contaminants and rodents                                   |   |   | 1 |   | 2 |  |
| c32                 | Feed and hay are free from mold   |   |   | 1 |   | 2 |  |
| c33                 | Overall, the barn is safe and free of clutter   | 1 |   |   |   | 2 |  |
| c34                 | The walls in each of the stalls are cleaned and disinfected on a schedule                                   |   | 2 | 1 |   |   |  |
| C35 Outdoor Arena   | The outdoor arena has an engineered riding surface  | 2 | 2 | 1 |   | 3 |  |
| c36                 | Procedures are in place to mitigate dust in the outdoor arena   |   |   | 1 |   |   |  |
| c37                 | The outdoor arena is no smaller than 66' x 197' (small dressage arena)                                      | 2 |   | 1 | 2 | 3 |  |
| c38                 | Sub base and compacted base are present in the arena  |   |   | 1 |   | 2 |  |
| c39                 | The outdoor arena has a crowned grade design <b>OR</b>  | 3 |   | 1 |   | 4 |  |
| c40                 | The outdoor arena has a table grade design and water does not pool anywhere on area surface                 | 2 |   | 1 |   | 3 |  |
| c41                 | Perimeter fencing exists around the entire outdoor arena  | 2 |   | 1 | 2 | 3 |  |
| c42                 | The outdoor arena is dragged and maintained   |   |   | 1 |   |   |  |
| c43 Storage Areas   | Hay is stored in a covered structure and stacked for optimum ventilation                                    | 2 |   | 1 |   | 3 |  |
| c44                 | All flammable materials are stored in flame resistant cabinet(s)  | 2 |   | 1 |   | 3 |  |
| c45                 | Facility equipment is stored in a covered structure(s) (except horse trailers)                              | 2 |   | 1 |   | 3 |  |
| c46 Pastures        | Pastures are located near the barn to increase labor efficiency   |   |   | 1 | 1 | 2 |  |
| c47                 | Lay up paddock present in pasture   |   |   | 1 | 1 | 2 |  |
| c48                 | Safe rounded corners in pastures exists   | 1 |   |   |   | 2 |  |
| c49                 | Pastures are free from standing water, accumulated waste, sharp objects, debris and maintained for safety   | 1 |   | 1 |   |   |  |
| c50                 | Shelter (either built or natural) that protects from inclement weather conditions are available in pastures | 2 |   |   |   |   |  |
| c51                 | Clean water is available at all times in water dispensers and free of debris and algae                      |   |   | 1 |   |   |  |
| c52                 | Water dispensers are cleaned regularly  |   |   | 1 |   |   |  |
| c53                 | Fencing is well maintained and in good repair   | 1 |   | 1 |   | 2 |  |
| c54 Quarantine Area | A quarantine area exists onsite   | 2 |   | 1 | 2 | 3 |  |
| c55                 | The quarantine area is located more than 300 yards away from the herd                                       |   |   | 1 | 2 | 3 |  |
| c56                 | Turn out is available in the quarantine area  |   |   | 1 |   |   |  |
| c57                 | Vet access is present in the quarantine area  |   |   | 1 |   |   |  |
| c58                 | Electricity present in the quarantine area  |   |   | 1 |   | 2 |  |
| c59 Quarantine Barn | The quarantine area includes a separate barn from main facility   | 2 |   | 1 | 2 | 3 |  |
| c60                 | Hot and cold water present in the quarantine area   |   |   | 1 |   | 2 |  |
| c61                 | A written Quarantine Plan has been established with disinfectant protocols in place                         |   | 2 | 1 |   |   |  |

| :62             |     |  |            |             |               |               |                 |  |
|-----------------|-----|--|------------|-------------|---------------|---------------|-----------------|--|
|                 |     | The Manager requires health exam and vet records before arrival of all horses                      |            |             | 1             |               |                 |  |
| :63             |     | Grooming tools and all other instruments are not shared or if shared they are disinfected prior to |            |             | 1             |               |                 |  |
|                 |     | sharing  |            |             |               |               |                 |  |
| 64 Privately    | -   | Less than 20% of all trails on-site are not aligned with roads                                     | 2          |             | 1             | 2             | 3               |  |
| :65             |     | Trails are cleared from branches, downfalls and other obstacles that could injure riders or horses |            |             | 1             |               | 2               |  |
| :66             |     | Trails are established in permanent amenity areas  |            |             | 1             | 2             | 3               |  |
| :67             |     | Trails are linked offsite to other recreational areas  |            |             | 1             | 2             | 3               |  |
| :68             |     | Trails are designed to topography to minimize erosion  |            |             | 1             | 2             | 3               |  |
| :69             |     | Natural surfaces utilized on all trails  | 2          |             | 1             |               | 3               |  |
| 70              |     | Bridge crossings exist at all stream crossing locations  | 3          |             | 1             | 3             | 4               |  |
| :71             |     | Trails are closed during wet seasons to prevent erosion  |            |             | 1             |               |                 |  |
| :72             |     | Safety and trail signage posted in multiple locations  | 2          |             | 1             | 2             | 3               |  |
| :73             |     | Riders are not permitted to roam at will and are confined to maintained and managed trails         |            |             | 1             | _             |                 |  |
| 74 Overall      |     | Perimeter fencing of the entire equestrian facility exists   |            |             | 1             |               | 2               |  |
| :75             |     | The facility is clean, neat and orderly  | 1          |             | 1             |               | 2               |  |
| <del>.</del> 76 |     | Restroom facilities are present and are clean  | 1          |             | 1             |               | 2               |  |
|                 |     |  |            |             | •             |               |                 |  |
|                 |     | Maximum Allowable Points   | 50         | 10          | 30            | 30            | 60              |  |
| Innovati        | ion | Maximum Allowable Points Facility Total Points   | 50         | 10          | 30            | 30            | 60              |  |
| Innovati        |     |  | points. Up | to two iter | ns can be lis | sted for this | s section for a |  |

## Environmental

#### verification options & points awarded

|     |                   |   |                  |         |        | -acility Point   |                         |  |
|-----|-------------------|---|------------------|---------|--------|------------------|-------------------------|--|
|     | Topic             | Criteria  | Photo /<br>Image | Written | Verbal | Map /<br>Drawing | On-site<br>Verification |  |
| d01 | Manure Management | A manure system is in place to collect, store, and manage manure  | 3                |         | 1      |                  | 4                       |  |
| d02 |                   | A covered storage structure for manure exists <b>OR</b>   | 3                |         | 2      |                  | 4                       |  |
| d03 |                   | Water runoff is managed from where manure is stored   | 2                |         | 1      |                  | 3                       |  |
| d04 |                   | If manure is spread, it is spread on non-horse pasture and only where no creeks or streams are present or adjoining the property  |                  |         |        | 1                |                         |  |
| d05 |                   | Manure Storage facility is in good repair   | 1                |         |        |                  | 2                       |  |
| d06 |                   | The facility performs weekly removal of manure in pastures  |                  |         | 1      |                  |                         |  |
| d07 |                   | The manure is emptied from the storage area and properly disposed of, or utilized at least twice a year, or as often as required  |                  |         | 1      |                  |                         |  |
| d08 |                   | Horse manure is stored more than 200 feet from any wetland or water body  |                  |         | 1      | 2                | 3                       |  |
| d09 | Manure Composting | Horse manure is composted   | 4                |         | 2      |                  | 5                       |  |
| d10 |                   | Manure is reused as fertilizer in appropriate locations   | 3                |         | 2      | 3                | 4                       |  |
| d11 |                   | Smaller amounts of manure are composted in a three-bin system in which material is moved (and turned and mixed) from to bin to bin  | 2                |         | 1      |                  | 3                       |  |
| d12 |                   | Composting on a larger scale is undertaken by local agents  |                  |         | 3      |                  |                         |  |
| d13 |                   | Manure is stacked into long rows on a concrete or other similar pad   | 3                |         | 2      |                  | 4                       |  |
| d14 | Habitats          | Pastures are free from poisonous plants to horses   |                  |         | 1      |                  | 2                       |  |
| d15 |                   | Wildlife corridors are present between pastures   | 2                |         | 1      | 2                | 3                       |  |
| d16 |                   | Grassy buffers for nesting birds are present along the perimeter of pastures  | 2                |         | 1      | 2                | 3                       |  |
| d17 |                   | Native vegetation (non toxic to horses) are used in landscaping   | 3                | 3       | 1      | 3                | 4                       |  |
| d18 | Water             | Policies and practices are in place to prevent nutrients from reaching surface waters   | 2                | 1       | 1      | 2                | 3                       |  |
| d19 |                   | An infiltration trench exists. An infiltration trench is a rock filled trench with no outlet that receives stormwater runoff.   | 2                |         |        |                  | 3                       |  |
| d20 |                   | Porous pavement exists in the parking area as a permeable surface to reduce the amount of surface runoff before it infiltrates into the subsoil.  | 3                |         | 1      |                  | 4                       |  |
| d21 |                   | The facility uses bioretention areas. These areas are landscaping features where surface runoff is directed into shallow, landscaped depressions. These depressions act as a filtration system and pollutant removal. | 3                |         | 1      |                  | 4                       |  |

| d22 |                     | The facility uses a sand filter system consisting of two or three chambers or basins. The first is the sedimentation chamber, which removes floatables and heavy sediments. The second is the filtration chamber, which removes additional pollutants by filtering the runoff through a sand bed. The third is a discharge chamber. | 2 |   | 1 |   | 3 |  |
|-----|---------------------|---|---|---|---|---|---|--|
| d23 |                     | The facility incorporates grassed swales to treat stormwater. As stormwater runoff flows through these channels, it is treated through filtering by the vegetation in the channel.  | 2 |   | 1 |   | 3 |  |
| d24 |                     | All water bodies located on-site incorporate bufferzones along the water edge.  | 2 |   | 1 | 2 | 3 |  |
| d25 |                     | Washwater is not discharged directly to a water body, but is allowed to filter through grassy or forested areas prior to discharge.   | 2 |   | 1 |   | 3 |  |
| d26 |                     | Runoff from parking lots is filtered through grassy or forested areas prior to discharge.   | 2 |   | 1 | 2 | 3 |  |
| d27 | Pasture Maintenance | Pastures are divided and managed for horse rest and rotation  |   |   | 1 | 2 | 3 |  |
| d28 |                     | Horses are pastured only in areas that are less than 10% slope  |   |   | 1 | 2 | 3 |  |
| d29 |                     | Sacrifice/dry lots are present in the pasture   | 2 |   | 1 | 2 | 3 |  |
| d30 |                     | When pastures are too wet, when pasture grass is inadequate/overgrazed/in regrowth, recently fertilized, or have been recently treated with herbicides the sacrifice areas are used   |   |   | 1 |   |   |  |
| d31 |                     | Pastures are mowed or used for grazing when grass reaches 6"-10" in height  |   |   | 1 |   |   |  |
| d32 |                     | Local agriculture extension office are consulted on pasture maintenance   |   |   | 1 |   |   |  |
| d33 |                     | Horses do not have access to streams, creeks, ponds, rivers or wetlands   |   |   | 1 |   | 4 |  |
| d34 | Erosion Control     | High traffic areas are stabilized to and from barn to prevent erosion   | 2 |   | 1 |   | 3 |  |
| d35 |                     | High traffic areas are stabilized in some way to prevent erosion  | 2 |   | 1 |   |   |  |
| d36 |                     | Gutters and downspouts exist around barn  | 1 |   |   |   | 2 |  |
| d37 | Integrated Pest     | Feed rooms include rat wire to prevent rodents  | 1 |   |   |   | 2 |  |
| d38 | Management          | When pest problems exist, the underlying conditions are eliminated that may favor the pest, and the problem is treated quickly to reduce the risk of large-scale infestation  |   |   | 1 |   |   |  |
| d39 |                     | The facility disposes of and stores garbage in a way that discourages insect and rodent infestation   |   |   | 1 |   |   |  |
| d40 |                     | Pesticides are not stored on the premises, or are stored in contained areas designed to prevent spills  | 2 |   | 1 |   | 3 |  |
| d41 |                     | The Facility encourage bats, insect eating birds, or other fly predators for flying insect control  | 2 |   | 1 |   |   |  |
| d42 |                     | Plastic Owls or other similar deterrents have been mounted to reduce pest problems  | 1 |   |   |   | 2 |  |
| d43 |                     | The facility encourages other natural pest control methods  |   |   | 1 |   |   |  |
| d44 | Chemicals           | Chemicals are stored on plastic or metal shelving away from consumables   | 2 |   |   |   | 3 |  |
| d45 |                     | Liquid chemicals materials are stored below dry materials   | 2 |   |   |   | 3 |  |
| d46 |                     | A spill containment kit is available and list of procedures readily at hand   | 2 | 2 | 1 |   | 3 |  |

| d47 |                          | Pesticide containers are disposed of in a legal toxic waste facility  |    |    | 1  |    |    |  |
|-----|--------------------------|---|----|----|----|----|----|--|
| d48 | Resource<br>Conservation | Compact florescent lighting is used where appropriate throughout the facility   | 1  |    | 1  | 1  | 2  |  |
| d49 |                          | Conservation easements exist on the property  |    |    | 1  | 2  | 3  |  |
| d50 |                          | The facility has and uses recycle bins for cans, bottles, paper and glass   | 2  |    | 1  |    | 3  |  |
| d51 |                          | The facility uses recycled paper for all daily office activities  |    |    | 1  |    |    |  |
| d52 |                          | Motion sensor lights are installed at the facility  |    |    | 1  |    | 2  |  |
| d53 |                          | Staff turns the power off on all office equipment at end of the work day  |    |    | 1  |    |    |  |
| d54 |                          | The facility achieves significant energy and money savings through proper use of programmable thermostat  | 1  |    |    |    | 2  |  |
| d55 |                          | 100% of the appliances used on-site are Energy Star Rated or higher   | 2  |    | 1  |    | 3  |  |
| d56 |                          | Solar power, or other alternative energy system is used on-site   | 3  |    | 1  |    | 4  |  |
| d57 |                          | A rain water collection system is present on-site   | 3  |    | 1  |    | 4  |  |
| d58 |                          | At least 10% of human consumables purchased are produced locally  |    | 2  | 2  |    |    |  |
| d59 |                          | At least 10% of horse consumables purchased are produced locally  |    | 2  | 2  |    |    |  |
| d60 |                          | Hay is produced on-site   |    |    | 3  |    | 4  |  |
|     |                          | Maximum Allowable Points  | 70 | 10 | 15 | 28 | 80 |  |
|     |                          | Facility Total Points   |    |    |    |    |    |  |
|     | Innovation               | The facility is doing something that is not listed in this section and would like to apply for additional prototal of 6 points. Points and items are awarded exclusively by Audubon Lifestyles, and at their sole distand attached any nessesary verification documentation/photos etc. |    |    |    |    |    |  |

Minimum **Facility Final** Points Section Required Score 30

58

## Outreach & Education

#### verification options & points awarded

|     | Topic               | Criteria  | Photo / | Written | Verbal | Map /   | On-site      | 1       |
|-----|---------------------|---|---------|---------|--------|---------|--------------|---------|
|     |                     |   | Image   |         |        | Drawing | Verification | <u></u> |
|     | Fact Sheets Onsite  | Trail Riding Etiquette for Horse Enthusiasts  |         | 1       |        |         |              |         |
|     | (1 point for each   | The Basics of Equine Behavior   |         | 1       |        |         |              |         |
| e03 | factsheet up to a   | Vaccination and Disease Primer  |         | 1       |        |         |              |         |
| e04 | maximum total of 10 | Stressing Indicators for Horses   |         | 1       |        |         |              |         |
| e05 | points)             | Saddling and Bridling Horses Safely   |         | 1       |        |         |              |         |
| e06 |                     | Mounting, Dismounting and Riding Horses Safely  |         | 1       |        |         |              |         |
| e07 |                     | Horse Trailer Maintenance and Trailering Safety   |         | 1       |        |         |              |         |
| e08 |                     | Stress Management for Equine Athletes   |         | 1       |        |         |              |         |
| e09 |                     | Establishing and Managing Horse Pastures  |         | 1       |        |         |              |         |
| e10 |                     | Best Management Practices for Horse Manure  |         | 1       |        |         |              |         |
| e11 |                     | Composting on Small Farms   |         | 1       |        |         |              |         |
| e12 |                     | Equine Barnyard Management  |         | 1       |        |         |              |         |
| e13 |                     | The Basics of Equine Nutrition  |         | 1       |        |         |              |         |
| e14 |                     | Care for the Older Horse: Diet and Health   |         | 1       |        |         |              |         |
| e15 |                     | Safety Recommendations for the Stable, Barn Yard, and Horse/Livestock Structures  |         | 1       |        |         |              |         |
| e16 |                     | Horse Trailer Maintenance and Trailering Safety   |         | 1       |        |         |              |         |
| e17 |                     | Fire Prevention and Safety Measures Around the Farm   |         | 1       |        |         |              |         |
| e18 |                     | Machinery and Equipment Safety  |         | 1       |        |         |              |         |
| e19 |                     | Factsheets listed above are available onsite and printed on recycled paper  |         |         | 2      |         | 4            |         |
| e20 | Website & Internet  | The facility has a website or web page specific to the equestrian facility  |         | 4       |        |         |              |         |
| e21 |                     | The facility has a web pages describing the sustainable attributes of the equestrian facility   |         | 3       |        |         |              |         |
| e22 |                     | The facility displays the Audubon Lifestyles Logo on our website  | 2       |         |        |         |              |         |
| e23 |                     | The facility has a link to the Audubon Lifestyles website from their website  |         | 2       |        |         |              |         |
| e24 |                     | The facility has an International Sustainability logo on their website  | 2       |         |        |         |              |         |
| e25 |                     | The facility has a link to the International Sustainability Council Website from the website  |         | 2       |        |         |              |         |
| e26 |                     | The facility has publicly displayed Sustainability Charter on the website.  |         | 2       |        |         |              |         |
| e27 |                     | The facility has a digital newsletter that is used to provide information describing the sustainability efforts of the equestrian facility. |         | 3       |        |         |              |         |
| e28 |                     | Digital versions of factsheets are available on the website (1 point for each factsheet listed up to a total of 10 points maximum)          |         | 10      |        |         |              |         |

| e29  | Signs & Displays                | The facility displays the Audubon Lifestyles Logo in a publicly visible location on-site  | 1  |    |    |   | 2       |                |
|--|---------------------------------|---|----|----|----|---|---------|----------------|
| e30  |                                 | The facility displays the International Sustainability Council logo at in a publicly visible location   | 1  |    |    |   | 2       |                |
| e31  |                                 | The facility has signs or a display at the facility describing the value of native plants   | 2  |    |    |   | 3       |                |
| e32  |                                 | The facility has a series of plant id signs to inform guests, clientele, and staff of specific plant species located on-site  | 2  |    |    |   | 3       |                |
| e33  |                                 | The facility has signs or a display at the facility informs the public about, local or migratory birds  | 2  |    |    |   | 3       |                |
| e34  |                                 | The facility has signs or a display at the facility informs the public about, local wildlife  | 2  |    |    |   | 3       |                |
| e35  |                                 | The facility has signs or a display at the facility describing the local watershed and/or the importance of watersheds  | 2  |    |    |   | 3       |                |
| e36  | Other Outreach<br>Opportunities | The facility staff has hosted a group of children (school classroom, 4-H, boy scouts, other) to the site for a tour and discussed the importance of sustainable equestrian facilities |    |    | 2  |   |         |                |
| e37  |                                 | The facility staff has hosted a group of children (school classroom, 4-H, boy scouts, other) to the facility and provided a workshop to create bird nest boxes.                       |    |    | 2  |   |         |                |
| e38  |                                 | The facility staff has spoken either on-site or off-site to an adult group about the importance of managing sustainable equestrian facilities.  |    |    | 2  |   |         |                |
| e39  |                                 | The facility has adopted a local school by paying their annual membership in the Audubon International Adopt a School Program   |    | 5  | 5  |   |         |                |
| e40  |                                 | Volunteer groups help maintain public trail systems   | 3  |    | 2  |   |         |                |
| e41  | Education                       | Reference book available onsite: Hands-on Horse Care from Horse and Rider   |    |    | 1  |   | 2       |                |
| e42  |                                 | Reference book available onsite: The Complete Book of Equine First Aid  |    |    | 1  |   | 2       |                |
|  |                                 | Maximum Allowable Points  | 30 | 45 | 15 | 0 | 25      |                |
|  |                                 | Facility Total Points   |    |    |    |   |         |                |
| Innovation  The facility is doing something that is not listed in this section and would like to apply for additional points. Up to two items can be listed for this section for a maximum total of 6 points. Points and items are awarded exclusively by Audubon Lifestyles, and at their sole discretion. Use the space below to list additional items for this section, and attached any nessesary verification documentation/photos etc. |                                 |   |    |    |    |   |         |                |
|  |                                 |   |    |    |    |   | Minimum | Facility Final |
|  |                                 |   |    |    |    |   | Points  | Section        |

## **Equestrian Facility Summary Page**

| Category              | Minimum<br>Points<br>Required | Points | Adjusted<br>Facility Score |
|-----------------------|-------------------------------|--------|----------------------------|
| Economics & Business  | 30                            | 70     |                            |
| Horse Care & Safety   | 30                            | 70     |                            |
| Facility & Operations | 40                            | 80     |                            |
| Environmental         | 40                            | 80     |                            |
| Outreach & Education  | 20                            | 60     |                            |
| TOTAL                 | 160                           | 360    | 0                          |

| Audubon Lifestyles Designation                  | Points<br>Required | ISC Seal<br>Earned |  |
|---|--------------------|--------------------|--|
| Audubon Lifestyles Equestrian Facility – 1 Star | 160                | NO                 |  |
| Audubon Lifestyles Equestrian Facility – 2 Star | 200                | NO                 |  |
| Audubon Lifestyles Equestrian Facility – 3 Star | 230                | YES                |  |
| Audubon Lifestyles Equestrian Facility – 4 Star | 260                | YES                |  |
| Audubon Lifestyles Equestrian Facility – 5 Star | 300                | YES                |  |



The Audubon Lifestyles Equestrian Facility Program was created through a collaborative process that involved experts in the fields of equestrian facility management, wildlife management, and sustainability. This includes but is not limited to individuals representing Audubon Lifestyles, Equestrian Services LLC, and the International Sustainability Council.