



IOWA HORSE COUNCIL

Grant Application

Deadline:
February 1st of
Every Year

A) The Iowa Horse Council grants process is formal and is available for Iowa applicants. Grant applications for the Iowa Horse Council must be received on or before the **DEADLINE** date of **February 1st**. The application should be submitted to address all items listed on the application form. The application form can be downloaded on-line at the horse council web site <http://www.iowahorsecouncil.org>. Additional supportive material may be added as deemed necessary. Failure to observe any and all instructions may result in automatic disqualification.

B) Grant awards are between \$100 and \$500.

C) TYPES OF SUPPORT AWARDED

The Grant Awards Program is designed to benefit the welfare of horses and support a broad range of horse related projects. Grants will be awarded in three divisions.

1.	Education	Education projects may include adult and/or youth programs. Examples include helping sponsor a seminar on a topic related to horse care, helping purchase reference materials such as a video tape for a meeting, helping with clinics, research related to horses, etc
2.	Equine Welfare	Grant must be specific to education to inform and support owners, trainers, and event organizers regarding preventive medicine, responsible training and the humane treatment of horses.
3.	Trail	Trail projects may include but is not limited to the following: crossings, bridges, culverts, layout of new trails, adding hitching post to campgrounds, adding drainage areas around hitching posts etc.

Grants will not fund buildings, salaries, and political causes.

D) EVALUATION

A Grants Advisory Committee evaluates proposals. Each member of the Grant Committee reviews all requests. Grant applications are rated on demonstration of need, leverage of other funds, and proposed evaluation of results. Once the reviews are completed, the committee meets to decide how much funding goes to each of the different proposals.

E) APPLICATION INFORMATION AND PROCEDURE

- ◆ All questions must be answered. There must be a response or a N/A noted for each question.
- ◆ Handwritten applications will NOT be accepted. Application will NOT be accepted via fax.
- ◆ The budget outline should be complete and should reflect only the specific project/program for which you are requesting funds.
- ◆ Funds granted by the Iowa Horse Council will be available to the grantee for a 12-month period unless otherwise specified or agreed to at the time of the grant award or by subsequent action of the Iowa Horse Council. It is understood that, if the terms of the agreement are not met, or if the project is not completed within a 12-month period, the funds will revert back to the Iowa Horse Council and the award cancelled.
- ◆ This grant is to be used exclusively for the purposes specified in the letter of award, which may represent all or any part of, a project specified in the grant application. Any portion of grant funds not used for the specific purpose(s) specified by the Iowa Horse Council shall be returned to the Iowa Horse Council.
- ◆ **Within 90 days after the close of each annual period, the grantee shall furnish the Iowa Horse Council (a) full and complete report on the manner in which the grant funds are spent. Within 90 days after completion of the use of the grant funds, the grantee will make a final report to the Iowa Horse Council detailing all expenditures made from the grant funds.**
- ◆ The grantee will furnish the Iowa Horse Council with pictures, brochures or other pertinent data describing or depicting the item or project for which the grant was awarded.
- ◆ Grantee will acknowledge the contribution of the Iowa Horse Council to this program or project wherever and whenever appropriate to the project or program. This could but not be limited to press releases, construction signage, brochures or programs (i.e., **This program/project made possible by funds contributed by the Iowa Horse Council**).

1. Name of Applicant: _____

2. Address: _____

3. Telephone Number: _____ Email _____

4. Contact Person: _____

5. Type of grant applying for? _____ Education _____ Equine Welfare _____ Trail

6. Event/program/project name: _____

7. Event/program/project location: _____

8. Date(s) of event/program/project: _____

9. Description of the event/program/project proposed

- a. Situation: Background information and statement of the problem. (Include the clientele situation that shows a need for this program. Use statements from authorities and/or statistical information to support the need.
- b. Target population, including number served
- c. Objectives (Learner or outcome objectives. What will be the result if this program is successful? What information and/or skills will the learners gain?)
- d. Unique elements
- e. Timeline (Project Duration) list beginning and end dates and steps taken to achieve objectives.

10. Justification for Funding Needed

11. Amount of funding requested: _____

12. Type of proposal (check one): New service/project _____

Enhance/expand current service/project _____

13. Have you ever received funding from the Iowa Horse Council? Yes ___ No ___
If so, when and how much?

14. Evaluation: How do you propose to evaluate the Program/Project? How will you report that to the Iowa Horse Council?

15. Proposed Project Budget

ITEM	IOWA HORSE COUNCIL	OTHER FUNDING
Personnel		
Equipment		
Supplies		
Other Expenses		
TOTAL		

Other funding sources for project (list source and amounts): _____

Helpful Hints

- a) Make sure that the objectives match with the program priorities. If not an obvious link, be sure to state one.
- b) Be specific as to outcomes anticipated and in plans for measuring them. Measure changes immediately following the program, plus some time down the road.
- c) Make sure items mentioned in the budget have been explained in the program details section.
- d) Budget will not cover the cost of T-shirts or food for participants, unless it is a part of the educational experience.
- e) Remember that new, revised, or enriched programs have the best changes of being funded. Ongoing and after the fact requests are not as likely to be considered. If the committee believes that the program can be accomplished through existing channels, such will be suggested.
- f) Efforts that involve other agencies in a joint programming dimension are attractive, but not required.
- g) Consider the cost effectiveness of your proposal, especially the cost per individual participant.

SIGNATURE

**Mail to and for further information contact:
 Dora Guffey, IHC Grants, 20251 Delaware St, Carlisle, IA 50047
 515-989-0794 Email: dguffey@q.com**