



GRANT APPLICATION

Equestrians Institute is pleased to offer Education Grants to current EI members. Grants are up to \$500 each and are offered by EI's three Divisions - Dressage, Eventing, and Driving. You must be a current EI member to apply. Grants are to be used for educational purposes only, *not competitive endeavors.*

Please read additional important details at the end of this form.

Deadline for application: Rolling dates per discipline

Name: _____ Address: _____ City: _____ State: _____ Zip: _____	Date: _____ Home: _____ Cell: _____ Work: _____ Email: _____
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E.I. Discipline:	Driving	Dressage	Eventing
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Activity to be Funded

Date of Event: _____ **Location:** _____

Description: _____

Expenses to be Reimbursed by Grant: _____

Total Amount Requested (max \$500): \$ _____

Important Details About Grants

1. The maximum dollar amount for each grant is \$500. Grant applicants may apply for lesser amounts if desired.
2. Two grants are available in each of EI's three Divisions: Dressage, Eventing, and Driving. Each Division may designate particular events for which grants are available.
3. The grant money must be used for educational purposes by the applicant, such as clinics, seminars, symposia, and lectures. Grant money may also be used for travel costs to attend the Annual Meetings of equestrian organizations such as USDF, USEA, USEF, or ADS. **Grant money shall not be used to fund competitive endeavors.**
4. Grant winners will be **reimbursed** up to \$500 for their specified endeavor. Grant money will not be awarded prior to the event.

Eligibility

1. The applicant must be a current member of EI when the application is filed.
2. Only one grant will be awarded to one individual per year.
3. Past recipients may apply for another grant, but if there is an equally qualified applicant, the grant will be awarded to a new recipient.
4. In the case of equally qualified applicants, preferences will be given to youth applicants.
5. Independent Contractors working for EI during the same calendar year, and other individuals otherwise monetarily compensated by EI, are ineligible for grant monies.

Evaluation of Application

Upon receipt of your application, the Grant Administrator will select a group of qualified individuals to review the grant applications. Reviewers are unaware of identity of applicants. The applicant is scored on the features below, and the highest score receives the grant.

- Activity is a reasonable use of EI funds
- Activity can be performed within the timeframe set by EI (a period of one year)
- Applicant has demonstrated past or present commitment to EI (x2)
- Clarity of application

Disbursement of Grant Funds

To receive the grant money, the recipient must submit the following to the Grant Administrator:

- A cost breakdown of the use of the grant money and any applicable receipts.
- A **grant report** summarizing the applicant's experience at the event, including photos if desired, is due **within 60 days of the event**. Applicants may write their own report or request to be interviewed by an EI volunteer in lieu of writing their own report.
- Grant recipients must use grant money within 12 months of being notified of a successful application.

Grant money is always awarded **AFTER** the event. Winners will be announced by EI and posted on the EI website.

Exceptions or Problems

If a grant recipient is unable to participate in the activity for which the grant was approved, the recipient should contact the Grant Administrator to explore options. There is no guarantee of funds for successful applicants if grant is not used for the original intended purpose.

Grant Administrator Contact Info

Any inquiries should be made to the Grant Administrator, grants@einw.org