



## Maryland Horse Industry Board Grant Program

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<http://mda.maryland.gov/horseboard>  
410-841-5798

# Grant Application Guidelines

## Application for 2020 Grant Year Application Deadline: October 15, 2019

### **Purpose of the Maryland Horse Industry Board Grant Program**

The Maryland Horse Industry Board Grant Program was developed to enhance and protect the vibrant and historic Maryland horse industry. The program awards grants each year to support projects, sponsorships, and activities related to research, education, and promotion of the Maryland horse industry. Projects of most interest to the Board include those that develop new opportunities for the Maryland horse industry.

### **Eligible Applicants (but not limited to)**

- Not-for-profit and non-profit organizations in Maryland
- Local and State government & university programs in Maryland
- Clubs & associations, businesses, licensed farms, stables, and horse rescues, schools & educational institutions in Maryland.

### **Application Submission**

- Applicants must use and complete the grant application form available online at <http://mda.maryland.gov/horseboard/Pages/grants.aspx>. Do not exceed the number of words indicated in a section, and maintain the order and format of the application form. Please use the notation "N/A" if a question is not applicable to your project.
- Submit applications on 8 1/2" x 11" white paper, ideally typed, using a 12 point font. If you have additional materials for the review committee's consideration, please attach it at the end of the application. Please keep supplemental materials to a minimum.
- **Submit 8 copies of your application** (1 original with original signatures and 7 copies of entire application package) by mail or in person to:

Maryland Horse Industry Board  
Maryland Department of Agriculture  
50 Harry S Truman Parkway  
Annapolis, MD 21401

- Faxed or emailed applications will not be accepted.
- Only eligible projects with completed applications postmarked by the deadline date will be considered. No additional materials will be accepted after the deadline.
- Grant requests should not exceed \$3,000.

## **Application Review Process**

Applications that meet the eligibility and submission guidelines above will be forwarded to the review committee for evaluation. The review committee is made up of 3-5 Board members and the Executive Director. Applications that do not qualify for review will be returned by mail with an explanatory note. During the review process, grant applications will be reviewed for:

- Potential impact and value to the horse industry
- Size and scope of activity
- Financial need
- Quality of written presentation

The Maryland Horse Industry Board is less likely to fund grant projects that use money for 1) capital expenditures on farms including waterers, run-in sheds, trail bridges, fencing, etc., 2) supplies already purchased or projects already conducted, 3) University overhead or indirect costs, and 4) purchase, lease or care of horses. The Board encourages entities seeking sponsorships for events to submit their request in the form of a grant to this program.

In some instances, the review committee may recommend a grant amount less than what was requested. Grant recipients should be notified of the status of their application within 90 days of the deadline date. Funding will be available after January 1. Project must be completed by June 30. A final report detailing how the grant monies were spent and the outcomes of the project is also due by June 30.

## **Grant Program Contact:**

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