North Carolina Horse Council 4904 Waters Edge Drive, Suite 290 Raleigh, NC 27606	Phone: 919.854.1990 Fax: 919.854.1989 Email: cheryl@nchorsecouncil.com

Horse Industry Grant Program

"Your Referendum Dollars at Work!"

Instructions: To request grant money from the North Carolina Horse Council, please complete this Grant Request Cover Sheet and list the type of grant that you are applying for, complete the application and submit your completed proposal electronically to: cheryl@nchorsecouncil.com and also submit a written application to the address above. You will be required to complete an Evaluation Form at the completion of your grant.

OFFICE USE ONLY

Grant Category: _____
Project Title:
_____
Amount Requested: _____
Date grant request received: _____
Name and email of requestor:
_____

Grant Review Committee

Date sent to Grant Review Committee: _____ Chair Signature: _____

Funding Decision: (Please Circle) Approved/ Not Approved Suggested Funding Amount: _____

Date: _____

Executive Committee

Date sent to Executive Committee: _____
Funding Decision: (Please Circle) Approved/Not Approved Date: _____
Check Issued: _____ Check amount: _____ Check # _____
Evaluation Form Due: _____ Evaluation Form Received: _____

Health and Research Grant Application Cover Sheet

Please Check One: New Project: _____ Renewal Project: _____

1. Project Title: _____
2. Contact Information of grant recipient:
   a. Name: _____
   b. Address: _____
   c. City/State: _____
   d. Phone: _____
   e. Email: _____
3. If the Grant money will be utilized by an organization, write the organization name and information below:
   a. Name: _____
   b. Location/Address: _____
   c. Non-profit tax ID # (if applicable) _____
4. Amount of Funds Requested: _____

   (Attach an itemized budget indicating how all the funds will be spent)
5. Identify the Project Deliverables:

   _____

   _____

   _____

   (Beginning in 2011, All Health and Research Grants must provide deliverables/project materials back to the NCHC)
6. Project Duration (Days, Weeks, Months etc.)
7. Please check one or more of the following criteria which the grant proposal addresses:
   a. Unifies the Horse Community _____
   b. Makes a lasting difference (systemic change) _____
   c. Directly affects at least 50 people _____
   d. Will develop expertise and information _____
   e. Will increase awareness of NCHC _____
   f. Will identify/provide revenue source _____

Preparation and format: Use a font size of 12 or greater (Times New Roman is recommended), single-spaced with one-inch margins and the pages numbered bottom center.

The Proposal must include the cover sheet; up to five (5) pages of narrative (must address lines 1-6), the budget page with justifications. Please be advised that proposals which do not list deliverables will not be considered. In addition proposals that fail to follow the format guidelines and page limits will not be considered.

Grant Proposal

1. Need for Project and Hypothesis: Please make the hypothesis a statement that can be tested by experiment: briefly explain how the hypothesis will be tested:

2. Specific Aim of the Project:

3. Statement of the Problem: (Not to exceed one page) Briefly summarize the background, include critical evaluation of existing knowledge and identification of gaps that will be addressed by the proposed research. Indicate the significance of the condition/practice. Include any preliminary studies to support the application or provide other information that will help establish the competence of the investigators to undertake the proposed research. Describe the rationale and justification for conducting this work, and its impact (relevance) to the health and/or well-being of horses in North Carolina.

4. Project Design: (Not to exceed two pages) This section should include a complete project description including a timeline for completion of the project and identify the personnel responsible for completion of the project. This includes your experimental approach. Describe the experimental design and methods to be used to test the stated hypothesis. Include the means by which data will be collected. Consideration should be given to expected results and potential pitfalls. Investigators must demonstrate that they have the necessary qualifications, resources, personnel, and time to complete the specific aims. Explain who will actually do the work, regardless of the source of their salary. For clinical studies, document the number of individual cases or herds to be included in the proposed study. Provide a tentative timetable for the investigation. . Finally include a detailed description of your projects deliverables and their format.

5. Statistical methods: (Not to exceed one page) When appropriate for the study, describe how the data will be analyzed and interpreted. State the statistical methods to be used. Specify the number of observations required to yield statistically significant results at a particular confidence level.

6. References: (Not to exceed one page) Limit citations to those that are directly relevant to this project. Include full list of authors and full titles of papers or chapters and their sources.

ATTACH ADDITIONAL SHEETS TO ANSWER THE ABOVE QUESTIONS

BUDGET

Note: If the total project is more than the amount requested to successfully complete the research, please list other sources of income.

1. Equipment, Materials/ Supplies: Itemize and describe: Insert table for entire project and itemize and describe

_____
_____
_____
_____

Subtotal: _____

2. Animal costs (including board and maintenance if applicable), rental costs or other expenditure not listed – Itemize

_____
_____
_____
_____

Subtotal: _____

3. Printing or Production Costs: - Itemize

_____
_____
_____
_____

Subtotal: _____

4. Miscellaneous Costs – Itemize

_____
_____
_____

Subtotal: _____

Final Total: _____

List other available support for the project (source and amount): _____

List other requested support for this project (source and amount): _____

EVALUATION AND PROGRESS REPORT FORMS: A mid-year report on the progress and status of deliverables must be submitted to the NCHC at 6 months into the project. A final report is due one year after receiving the award.

PROGRESS REPORT FORM

1. Title of Grant: _____
2. Date of Report: _____
3. Institution/Organization/Agency/Individual Name: _____
4. Principal Project Director (name and email): _____
5. Project Start Date: _____
6. Project End Date: (Note any extensions) _____
7. Summary of progress to date relative to each of the original objectives.

8. Describe any changes in the project

9. Report status of deliverables

FINAL REPORT FORM

1. Title of Grant: _____
2. Date of Report: _____
3. Institution/Organization/Agency/Individual Name: _____
4. Principal Project Director (name and email): _____
5. Project Start Date: _____
6. Project Completion Date: (Note any extensions) _____
7. Statement of achievement of the original objectives. (Explain success of project as well as failures)

8. List major outcomes and clearly define any deliverables (attach or include any final documents or products funded through or by the grant award)

9. Other information pertinent to future funding from the NCHC