



## HORSES AT RISK EQUINE CARE + VACCINE SUPPORT GRANT

### HELPFUL TIPS

You MUST click the “invite” button to send your veterinary reference the link to complete their portion. You can *invite* the veterinary reference it two places within the application and multiple times, because we know they get busy and lose emails 😊

The *invite button* can be found in the *AAEP Member Veterinarian Reference Profile* task and the *Reference Only Presentation*.

Once invited, your veterinary reference will receive and email from [noreply@gocadmium.com](mailto:noreply@gocadmium.com) and will look like this. Please check spam and junk folders. And remember you can resend the *invitation* multiple times – it will not crash the system.

They will click the link to directly access your application and complete a series of questions about their relationship with your organization and the veterinary care they provide for your horses.



The Foundation For The HORSE

Grant Application Grant Application Information Requested

**Grant Application Title:**  
MY LITTLE PONY RESCUE

**Submitter Name:**  
Dana Kirkland

**Submitter Email:**  
[dkirkland@aaep.org](mailto:dkirkland@aaep.org)

**Task List:**  
Complete the "AAEP Member Veterinarian Reference Profile" form.  
Complete the "Reference Only Presentation" form.

**Due by:**  
Sunday, February 15, 2026 at 11:59 PM EST

[Click here to log in](#) to the Grant Application system at any time to complete this task.

**Questions?**  
For content related questions, please contact Elaine Young at [eyoung@foundationforthehorse.org](mailto:eyoung@foundationforthehorse.org) or (859) 233-0147

Save Reference Veterinarian



Please click INVITE below so participants can answer the enclosed questions.

\* indicates a required field

Elaine Young  
Presentation incomplete ✘

Role(s): Reference Veterinarian

Login details sent Thursday, January 8, 2026, 5:01 PM inviting Elaine to complete the task(s) for this grant application.

Edit Elaine Young's Form

Invite Elaine Young



Complete Task

## It is the applicant's responsibility to ensure all TASKS are completed.

You can monitor the completion of your reference veterinarian's progress from the TASK: *Reference Only Presentation* (shown below). When the copy under your reference's name reads "**Presentation Complete**" they have completed their portion, and you can click the "**Complete Task**" button. If its **RED** (like the example above) it means they still need to answer the reference questions.

Please click INVITE below so participants can answer the enclosed questions. \* indicates a required field

1 Elaine Young  
Presentation incomplete 

Role(s): Reference Veterinarian

Login details sent Thursday, January 8, 2026, 5:01 PM inviting Elaine to complete the task(s) for this grant application.

[Edit Elaine Young's Form](#) [Invite Elaine Young](#)

[Complete Task](#)

Once the copy reads "**Presentation Complete**" you MUST click the "**Complete Task**" button to complete the TASK: *Reference Only Presentation*.

 EDIT REFERENCE ONLY PRESENTATION TASK FOR 'MY LITTLE ... [Complete Task](#)

**ADMIN SECTION**  
Only Reference Veterinarians can complete their individual forms. You have access to the forms because you are logged in as an administrator.

Please click INVITE below so participants can answer the enclosed questions. \* indicates a required field

1 Elaine Young  
Presentation completed 

Role(s): Reference Veterinarian

Login details sent Friday, January 9, 2026, 12:58 PM inviting Elaine to complete the task(s) for this grant application.

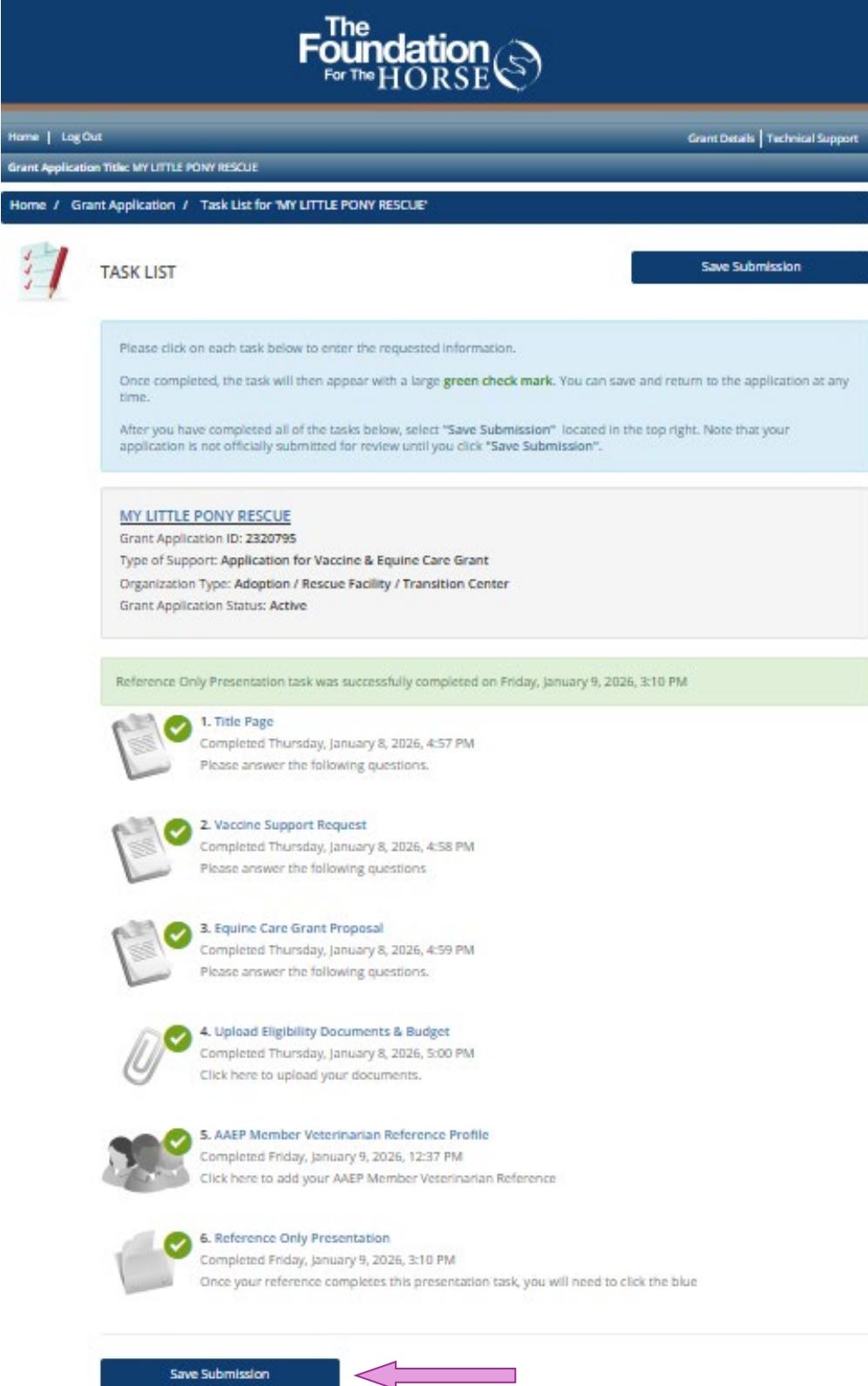
[Edit Elaine Young's Form](#) [Invite Elaine Young](#)

[Complete Task](#)

## COMPLETING YOUR APPLICATION

All TASKS must be complete with a greyscale icon and a green check mark (like below).

Then you must CLICK the “Submit Button” either at the TOP or the BOTTOM of the Task Page to and FULLY SUBMIT your application for review.



The screenshot shows the 'Task List' page for a grant application titled 'MY LITTLE PONY RESCUE'. The page includes a header with the foundation's logo, a navigation bar with 'Home' and 'Log Out' on the left and 'Grant Details' and 'Technical Support' on the right, and a breadcrumb trail 'Home / Grant Application / Task List for 'MY LITTLE PONY RESCUE''. The main content area is titled 'TASK LIST' and contains instructions: 'Please click on each task below to enter the requested information. Once completed, the task will then appear with a large green check mark. You can save and return to the application at any time. After you have completed all of the tasks below, select "Save Submission" located in the top right. Note that your application is not officially submitted for review until you click "Save Submission".' Below these instructions, a box displays application details: 'MY LITTLE PONY RESCUE', 'Grant Application ID: 2320795', 'Type of Support: Application for Vaccine & Equine Care Grant', 'Organization Type: Adoption / Rescue Facility / Transition Center', and 'Grant Application Status: Active'. A green banner at the top of the task list area states 'Reference Only Presentation task was successfully completed on Friday, January 9, 2026, 3:10 PM'. The task list itself consists of six items, each with a green checkmark icon and a document icon: 1. Title Page (Completed Thursday, January 8, 2026, 4:57 PM), 2. Vaccine Support Request (Completed Thursday, January 8, 2026, 4:58 PM), 3. Equine Care Grant Proposal (Completed Thursday, January 8, 2026, 4:59 PM), 4. Upload Eligibility Documents & Budget (Completed Thursday, January 8, 2026, 5:00 PM), 5. AAEP Member Veterinarian Reference Profile (Completed Friday, January 9, 2026, 12:37 PM), and 6. Reference Only Presentation (Completed Friday, January 9, 2026, 3:10 PM). A pink arrow points to the 'Save Submission' button at the top right of the task list area, and another pink arrow points to the 'Save Submission' button at the bottom of the page.

The Foundation For The HORSE

Grant Application Title: MY LITTLE PONY RESCUE

Home / Grant Application / Task List for 'MY LITTLE PONY RESCUE'

 **TASK LIST**

Please click on each task below to enter the requested information. Once completed, the task will then appear with a large green check mark. You can save and return to the application at any time. After you have completed all of the tasks below, select "Save Submission" located in the top right. Note that your application is not officially submitted for review until you click "Save Submission".

**MY LITTLE PONY RESCUE**  
Grant Application ID: 2320795  
Type of Support: Application for Vaccine & Equine Care Grant  
Organization Type: Adoption / Rescue Facility / Transition Center  
Grant Application Status: Active

Reference Only Presentation task was successfully completed on Friday, January 9, 2026, 3:10 PM

 1. Title Page  
Completed Thursday, January 8, 2026, 4:57 PM  
Please answer the following questions.

 2. Vaccine Support Request  
Completed Thursday, January 8, 2026, 4:58 PM  
Please answer the following questions.

 3. Equine Care Grant Proposal  
Completed Thursday, January 8, 2026, 4:59 PM  
Please answer the following questions.

 4. Upload Eligibility Documents & Budget  
Completed Thursday, January 8, 2026, 5:00 PM  
Click here to upload your documents.

 5. AAEP Member Veterinarian Reference Profile  
Completed Friday, January 9, 2026, 12:37 PM  
Click here to add your AAEP Member Veterinarian Reference

 6. Reference Only Presentation  
Completed Friday, January 9, 2026, 3:10 PM  
Once your reference completes this presentation task, you will need to click the blue

**Save Submission**

Here is list of the questions you may be asked based on the application you choose to complete. Some find it helpful to draft these responses in a word document and then copy/paste them into the online application.

- Type of Organization / Facility - Description
- Organization's Mission Statement
- Number of board members; Number of paid staff; Number of volunteers
- EIN/Tax ID Number
- Describe how your organization will benefit from vaccine support, if selected.
- Describe how your organization will use these funds to directly impact the care of horses within your facility.
- Please tell us about any education or outreach efforts your organization/facility has done, if any, within the community or elsewhere to promote improved care for equines, including owner responsibility, in the past 12 months.
- Please tell us about any organization/facility improvements, if any, you have made over the past 12 months.
- How will this grant contribute to the sustainability of the program, especially if this is an ongoing program and/or you have received funding for this program in previous years?
- Please tell us about any challenges, if any, your organization/facility may have had in the past 12 months.
- Please tell us about any successes, if any, your organization/facility may have had in the past 12 months.