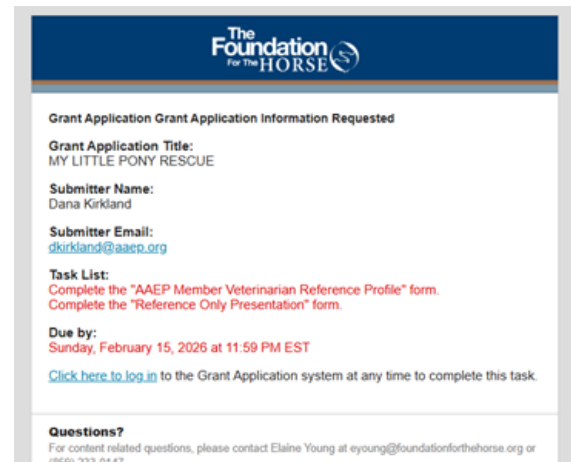# INSTRUCTIONS for VETERINARY REFERENCES

Thank you for supporting equine nonprofits. As a component of their application, each organization/facility is required to have support from an AAEP Member veterinarian.

Step One: Applicant Invitation

Applicants will invite their references to contribute to their application for the "reference presentation" task only.

The email will come from **noreply@gocadmium.com.** Please check your spam & junk folders.

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

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 or (859) 233-0147.

Step Two: Recommendations

The recommendation is broken into two tasks for references: 1. profile and 2. reference

1. Complete your AAEP Member Veterinary Reference Profile

From your email invitation, **Log in** and update your profile information, including basic contact information, professional information. Reference individuals only need to complete one profile, regardless of how many recommendations they are submitting.

2. Reference Only Presentation task

This task includes questions relating to your veterinary work with the organization/facility as well as a space for you to provide additional comments for your recommendation.

Applying organizations/facilities are responsible for insuring all tasks are complete, including the veterinary reference, before submitting their application.

Applicants can monitor an invited reference's progress and send reminders by resending the invitation. Applicants only see that a reference has completed their tasks, not the actual entry.

Recommendations please complete by February 14, 2026
Applications are DUE: February 15, 2026