

**State of Maine Dressage Association
Volunteer Recognition Educational Grant**

Overview: The State of Maine Dressage Association Volunteer Recognition Educational Award is a grant program designed to offer financial support to SMDA members with their educational goals in areas related to equine activities, specifically dressage and horsemanship. The amount awarded depends on the availability of club funds and the number of applications. In an effort to support as many members as possible, the maximum award will be \$350. No application deadline will apply within a calendar year, but when all budgeted funds are released, that is the end of availability. **Examples** of educational programs that would qualify for an award are: instructor certification, judge certification, dressage clinics, workshops or other educational programs such as Dressage for Kids or USDF Adult Camp. Horsemanship clinics, training in equine massage, farrier, saddle fitting, may also be suitable. **Expenses that do not qualify are:** show entry fees or regular riding lessons. The SMDA Board of Directors and/or Educational Award Committee have the authority to allow or deny any award.

Requirements:

- Application (Part 1) must be completed and sent to SMDA Award Administrator.
- Application should be submitted as soon as possible, and must be received **at least two weeks** prior to the event.
- Application must be submitted by the **applicant** who is requesting the educational award. If the applicant is a minor, it may be submitted via email by a parent or adult, but both Part 1 & 2 must be completed by the applicant.
- Applicant must be a current, active SMDA member at the time of the application, **and** a member at the time of the event. If in between years, the member must renew their membership for the following year prior to submitting the application.
- Applicant must have demonstrated a history of volunteering for SMDA. Volunteering can include being a member of our board, being a participant in one of our committees, or volunteering at our shows, clinics, events, or gala. ***Please reach out for a full list of available opportunities!***
- Applicant has not received a grant from SMDA within past 2 years of application date.
- The evaluation of the event (Part 2) will be emailed to you if your grant has been approved. Recipient must submit this completed form to the Award Administrator within 30 days of the conclusion of the event.

Submitting an Application: The 2-Part SMDA Volunteer Recognition Educational Award is available online at MaineDressage.com, under Resources -> Grants.

Part 1 includes completing the application with cost information, providing descriptive materials about the educational program, and information about the applicant. Information on where to submit the application is provided on this form.

Part 2 of the application includes a confirmation of attendance and an evaluation of the educational program. You will receive part 2 if your award has been approved. **You must submit the evaluation within 30-days of the educational event as part of the guidelines for this award.**

Applicants may submit their materials via email to the Award Administrator. Contact information can be found on the Application. Please complete the application clearly and completely, or your application may not be considered.

Waiting for Approval and Cancellation of Event:

The SMDA Board of Directors and/or Educational Award Committee will acknowledge the receipt of application immediately and will notify the applicant within two weeks if an award is approved, denied, or adjusted based on the requirements met and the funds available at the time of the application. Approvals are subject to available funding. Awards may not be transferred to another individual. Deposits and fees forfeited in connection with cancellation or nonattendance are the responsibility of the recipient and will not be covered by this award. If the event has been canceled, the Award must be returned to the Grant Coordinator within a two-week period following the date of the event. If the event is rescheduled within those two weeks, the Grant Coordinator must be notified of the new date. If the event is rescheduled after two-weeks of the original event date, the applicant must return the Award and apply for a new Grant through the Grant Coordinator.