



Dear Applicant to the Minnesota Hay Bank,

Thank you for your application to the Minnesota Hay Bank, a program of the Minnesota Horse Welfare Coalition. You have applied to receive short-term, temporary feed assistance for your horses. A case manager will be helping to process your application. In the meantime, please read the following items carefully as some of your questions might be answered in this letter.

1. Financial documentation. As stewards of our donors' contributions and grants to the Minnesota Hay Bank, we must ensure our funds go to those who have the greatest need. We request you provide documentation that reflects your financial situation, such as a pay stub, unemployment benefits letter, social security benefits or any other documentation that helps us verify your need for financial assistance. Upon receiving this letter, please send a copy of this financial documentation to: Minnesota Hay Bank, P.O. Box 1321, Minnetonka, MN 55344. Please be prepared to discuss specifically your need for financial assistance with your case manager.

2. Locating hay. Please locate a hay supplier who can sell you 'horse-quality' hay. If your current supplier is out, please search for another supplier. You can check with local feed store(s), co-op, friends, family, neighbors or hay auctions. Write down the names, phone numbers and e-mail addresses of any and all possible suppliers.

3. Amount of hay. The Minnesota Hay Bank can assist only when we have funds available to purchase hay on your behalf. If funds are available, a determination will be made as to how much assistance you qualify for. In addition, we will need to know what your storage capacity is for hay, and how you feed your horses to reduce hay waste.

4. Temporary help to be paid back. The Minnesota Hay Bank provides temporary, short-term assistance. Just as when money is borrowed from a bank, there is an expectation that this hay will be paid back by you. The Minnesota Hay Bank is able to help you take care of and feed your animals due to the generosity and donations from the community and because our recipients pay back what they have borrowed. This can be in the form of monthly payments, a direct hay purchase, or sending us proceeds from garage sales, auctions, bake sales or by selling items on eBay, Craig's list, etc. Please be prepared to discuss this with your case manager.

5. Payments to hay supplier. If you are approved for hay assistance, the Minnesota Hay Bank will pay the supplier directly. We do not reimburse applicants for their own hay purchases. If hay is delivered to you, you may be asked to cover the cost of transportation.

6. Long-term planning. You will be asked by your case manager what your plans are for long-term care and feeding, including the possible need to downsize your herd, purchasing additional hay when hay bank assistance runs out, your plans to provide other required care for your horses, etc.

7. Testimonials. Our ability to raise money to fund the hay bank depends directly on showing the public how we help horses. If you receive assistance, we will ask you provide a written testimonial about how the hay bank helped your horses. We will also ask you to send us a picture, if possible, of your horses we helped feed. All testimonials will be posted on our website under "Horses We Help." If you choose, your testimonial will be posted with no identifying personal information (i.e. you can remain anonymous).

Thank you for contacting the Minnesota Horse Welfare Coalition. We look forward to working with you to help horses stay well fed and healthy since they rely on you for their care and nurturing. We are here to help you do this responsibly as their caregiver.

Sincerely,

The Minnesota Horse Welfare Coalition