

**ROBERT SCHMITT - MMTA FOUNDATION
PROFESSIONAL DEVELOPMENT GRANT APPLICATION**

Through a generous gift from Schmitt Music Company, the Minnesota Music Teachers Association Foundation will provide financial assistance to music teachers to undertake projects which enhance their professional development, such as the development of a new studio program; participation in seminars, conferences or workshops for the enhancement of teaching skills or master classes; course work needed for MTNA certification or an advanced degree; travel grants; or private study with recognized teachers. Applicants must provide a 100% match to funds received from the MMTA Foundation. There is a limit of one grant per individual in any 3-year period. There will be 2 grant rounds within the calendar year. The number of grants awarded will be determined by the available funds. Applicants will be notified of the results within 60 days of the application deadline.

Application deadline: Postmarked by November 15 or April 15

Mail to: MMTA Foundation Professional Development Grant Committee, 3200 Galleria, Edina, MN 55435

Please include the original application materials (this form and attachments) plus 8 copies.

Name _____ Soc. Sec. No. _____

Address _____

Street _____ City _____ State _____ Zip _____

Phone _____ E-mail _____

Amount of Grant Request (up to \$500) _____ Total Cost of Project _____

List degrees you have earned, including school and year _____

Are you currently teaching? _____ How many years have you taught? _____

What do you teach? _____

How many students do you teach and at what levels? _____

Approximate beginning date of your project _____ End date _____

Please include the following attachments:

1. A description of the proposed project
2. A statement of reasons for requesting this grant and how your project will enhance your teaching or performing
3. A budget for the project detailing the proposed use of the grant funds
4. A specific listing of your professional music-related activities, associations, and offices held (e.g. community arts council, MMTA, etc.) from the past 3-5 years

By signing this application, I verify that I will use awarded funds for their intended purpose and by the proposed date. If I do not use the awarded funds, I will return them to the MMTA Foundation. I will submit a report on this project within 6 months of the completion date, with accompanying documentation verifying expenditures and project completion including, as appropriate, letter from teacher, workshop/conference brochure, concert program, etc. I understand that the MMTAF must have this completed verification for tax purposes. Failure to report could jeopardize further awards.

Applicant's signature

Date

Criteria:

- s Quality of the project: its originality and creativity and the possibility of the project to inspire and influence the teaching of the applicant
- s Professional involvement of the applicant
- s Applicant's demonstrated commitment to teaching, evidenced by the number of students and length of time taught
- s If a previous recipient, the satisfactory completion of the conditions of the previous grant