

MMTA Student Member Travel Grant Guidelines

A maximum of \$2000.00 **total** travel funds will be made available for use of MMTA/MTNA Student Members for the express use of travel/lodging/registration for the MTNA National Conference.

Release of any and all funds will be “reimbursement-based,” because of MMTA’s accounting and IRS requirements.

Application for such funds is open to members with the following qualifications:

Any Student Member of MMTA/MTNA is eligible to apply.

Use of such funds will be governed by these criteria:

a) Applicant agrees to the following when he/she signs the application:

“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 MMTA.”

b) Applicants must attach to application a scan or copy of the official MTNA Conference Registration application filled out by the applicant

c) Grant recipient must provide a brief written report of his/her Conference experience to be published in an MMTA newsletter. Please send to newsletter@mmta.net

This is due when he/she submits his receipts for reimbursement, and no later than April 30 of the particular conference year. If this report does not accompany the receipts, reimbursement may not be paid out.

d) Grant recipients must agree to two hours of volunteer service to MMTA (Bay State Contest, etc.) to be completed within a year of returning from the conference.

e) Applicants must provide a copy of current student ID

f) Applicants may NOT apply in any two consecutive years.

The TOTAL amount of NO MORE THAN \$2000.00, with a maximum cap of \$250. per applicant will be divided evenly among all qualified candidates applying, as verified and awarded by a subcommittee of the MMTA Board.

MMTA Student Member Travel Grant Application

Name _____

Address _____

Email _____

Phone _____

MTNA Member # _____

Student at what institution? _____

Please provide a scanned copy of your current student ID to accompany this application.

By signing this application, the applicant agrees to this statement:

"I verify that I will use awarded funds for travel/registration/lodging/meals at the MTNA National Conference. If I do not use the awarded funds, I will return them to MMTA."

Applicants must attach to application a scan or copy of the official MTNA Conference Registration application filled out by the applicant.

The applicant also agrees to the following:

In order to obtain reimbursement, grant recipients must provide a brief written report of their Conference experience to be published in the MMTA Spring Newsletter (please send to newsletter@mmta.net)

Grant recipients also agree to complete two hours of volunteer service to MMTA (Bay State Contest, etc.) to be completed within a year of returning from the conference.

Did you include?

_____ Scan or copy of your Student ID?

_____ Scan or copy of official MTNA Conference Registration with amounts filled in.

The deadline for submission of this application is (postmarked) February 1 of the current conference year and should be submitted to Alison Barr, 663 Whiting St., Hanover MA 02339, or to abarr54@verizon.net

Checks will be mailed after travel, when receipts and report are received. All receipts may be sent to: Alison Barr, 663 Whiting Street, Hanover, MA 02339, and will then be forwarded to MMTA Treasurer for reimbursement., to be paid out promptly.

Student Member Signature _____

Date _____