

## **MMTA Teacher Enrichment Travel Grant Guidelines**

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

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

- Any member of MMTA who has been a member in good standing for a minimum of 2 consecutive years is eligible to apply.
- Applicants must have served on the board, a committee or volunteered in at least 2 MMTA events.
- Past and Present volunteers are invited to apply.

Use of such funds would be governed by these criteria:

- Applicant must sign this statement: "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."
- Applicants should attach a copy of the official course or conference application along with conference description.
- Grant recipients must provide a brief written report of their experiences to be published in an MMTA newsletter.
- Applicants can NOT apply in any two consecutive years.

The total amount of NO MORE THAN \$2000.00, with a maximum cap of \$400. per applicant will be divided evenly among all qualified candidates applying, as verified and awarded by a sub-committee of the MMTA Board.

# MMTA Teacher Enrichment Travel Grant Application

Name \_\_\_\_\_

Address \_\_\_\_\_

Email \_\_\_\_\_

Phone \_\_\_\_\_

MTNA Member # \_\_\_\_\_

Below, please document two volunteer committees; appointments and/or activities in which you have participated, including dates and appropriate contact person for verification.

1. \_\_\_\_\_  
\_\_\_\_\_

2. \_\_\_\_\_  
\_\_\_\_\_

**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."

The applicant agrees to the following:

Grant recipients must provide a brief written report of their experiences to be published in an MMTA newsletter AND a copy of their conference registration and receipts of other monies spent, up to the amount of the grant.

The deadline for submission of this application is (postmarked) February 1 of the current year. It should be submitted to Alison Barr, 663 Whiting St., Hanover MA 02339 or to [abarr54@verizon.net](mailto:abarr54@verizon.net). A sub-committee of Board Members will review the applications. Applicants will be notified of their grant approval by Feb. 25 of the current year. Checks will be mailed as reimbursements after the conference.

Member Signature \_\_\_\_\_

Date \_\_\_\_\_