



AFFILIATE MATCHING GRANT PROGRAM

2010 Guidelines

PURPOSE: To provide financial assistance to MTNA affiliates for the development of the affiliate's presence in the community through projects offering educational and professional development for teachers, as well as support and promotion of music in the community/state.

ELIGIBILITY: Any MTNA-affiliated local association or state MTA may apply.

PROJECT SUGGESTIONS: Projects should be creative and beneficial to many individuals rather than a small, specialized group. Suggested projects include:

- Educational workshops for the development of musical skills in preparation for certification examinations
- Projects promoting interaction between local associations and student chapters, area colleges or other musical or arts organizations
- Clinics, master classes, seminars
- Community outreach and/or educational projects
- Activities advocating music as a part of education
- Pilot projects

NOTE: Fundraising projects including monster concerts and other such events that should break even or generate income for the affiliate will not be considered by the Grant Committee. Affiliates also may want to avoid projects that could be funded as publisher's showcases.

AWARD CRITERIA:

- Evidence of need for the project and benefit to either the local association or the community
- Existence of a well-developed plan for implementing the project, including personnel required
- Inclusion of a proposed budget for the project, including proof of matching fund availability

- Evidence of the potential for completion of the project, including proposed time frame
- Project must take place after July 1, 2010
- Upon completion of the project, submit a report of the outcome to the MTNA National Headquarters

More than one project per affiliate may be funded. No award will exceed \$500 and the committee reserves the right to award an amount less than requested when deemed appropriate. Past grant recipients are eligible to receive grants for **new projects only**. All decisions of the Grant Committee are final.

APPLICATION PROCESS:

1. Complete all sections of the application form and provide all attachments as requested in the form.
2. Send the **original and three (3) copies** of all materials to:

MTNA FOUNDATION FUND
Affiliate Matching Grant Program
441 Vine St., Ste. 3100
Cincinnati, OH 45202-3004

Application materials must be postmarked no later than **January 8, 2010**. Applications postmarked after that date will be returned. **Incomplete applications will not be processed.**

3. Confirmation of receipt of application and attachments will be e-mailed to the applicant from the MTNA FOUNDATION FUND.
4. Grant recipients will be announced during the MTNA National Conference in Albuquerque, New Mexico, March 20–24 2010. Applicants will be notified of the results via U.S. Mail or e-mail no later than April 20, 2010. Checks will be mailed approximately May 1, 2010.



AFFILIATE MATCHING GRANT PROGRAM

2010 Application

- Send original and three (3) copies of this application and each attachment to:
 MTNA FOUNDATION FUND
 Affiliate Matching Grant Program
 441 Vine St., Ste. 3100
 Cincinnati, OH 45202-3004
- Applications for the 2010 grants must be postmarked no later than **January 8, 2010**.
- Applicants will be notified of the committee’s decision no later than April 20, 2010.
- Checks will be mailed approximately May 1, 2010.

Check a box below to indicate which grant you are applying for:

- Local Association Matching Grant State Affiliate Matching Grant
- New Local Association Matching Grant (for Local Associations established since July 2008)

Project Director: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Fax: _____

E-mail: _____

Project Title: _____

Date of Event (Must be after July 1, 2010): _____

PROPOSED BUDGET

1. Anticipated income—from local association/other resources
 (Do not include requested grant amount.) \$ _____
2. Anticipated expenses \$ _____
3. Amount requested from MTNA
 (Line 3 may not exceed line 1) \$ _____

No award will exceed a total of \$500.

ATTACHMENTS

1. Please attach a separate sheet that thoroughly explains the nature of the project including:
 - Project title
 - Purpose of project
 - Well-developed implementation plan
 - Location
 - Estimated dates
 - Personnel required
 - Performers/presenters involved
 - Completion potential

2. Please attach a separate sheet, including financial information such as itemized income sources, if applicable, and anticipated expenses. Materials confirming need and offering proof of matching fund availability are required. **The amount requested cannot exceed the anticipated income.**

3. Please attach a separate sheet with a profile of the affiliate. Include membership makeup, community visibility, member participation in association activities, types of activities sponsored by the association and so on.

Name

Title and Affiliate

Telephone

E-mail