

**AAAPTG FOUNDATION  
TEACHER ENRICHMENT GRANT PROGRAM  
GUIDELINES**

**PURPOSE:** To provide financial assistance to music teachers for private study, specific college level course work or other projects that will enhance the performing and teaching skills of the applicant.

**APPLICATION REQUIREMENTS AND FUNDING RULES**

- Applicant must be actively teaching at the time of application.
- Applicant may apply for funding for only **one** project per year. Requests for funding to study privately and also attend a seminar would be considered two projects.
- Applicant may be eligible to apply for another grant after a five year interval.
- Grant may be used for private study, college level course work or special projects in performance, pedagogy, music theory, composition, etc.
- The grant is not intended to be used to pursue course work toward a degree or for ongoing projects. Grant application for assistance with commercial ventures or projects that could be funded by an employer is not encouraged.

**Note:** some examples of acceptable application to be funded include private study with recognized teachers, course work in preparation for MTNA Certification, and workshops, master classes and seminars for the enhancement of teaching skills.

- Applicant may apply for a grant of up to \$500.00. A brief budget must be submitted with the application indicating anticipated use of the funds. The grant will be for a period of not more than one year.
- The number of grants awarded in any year will be determined by the number of qualified applicants and the available funds. All decisions of the AAAPTG Foundation are final.

**APPLICATION PROCESS**

1. Complete all sections of the form and provide all attachments as requested in the application.

2. Send the application and all materials to: **AAAPTG Foundation Board**  
**P.O. Box 3139**  
**Ann Arbor, MI 48106-3139**

Application material must be postmarked no later than May 15 of any fiscal year, which is from June 1-May 30. Applications postmarked after that date will be returned. Incomplete applications will not be processed.

3. Confirmation of timely receipt of application and attachments will be sent to applicant from the AAAPTG Foundation.

4. Grant recipients will be notified by mail no later than the June 1 following date of receipt of the application.

5. At the completion of your study/training/course, we ask that you submit a written summary and evaluation of your experiences to the foundation.

Please include the following attachments:

- 1. A letter stating why you are requesting this grant and how your proposal will enhance your teaching or performing.**
- 2. A brief budget detailing the proposed use of the grant funds.**
- 3. A brief statement of your studio policy.**
- 4. A brief listing of your professional music related activities and offices held (e.g. community arts council, professional association and so on).**
- 5. One letter of recommendation in support of this application from a professional colleague.**

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 AAAPTG Foundation.

---

Applicant Signature

Date

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Amount of grant for which you are applying: \_\_\_\_\_

Are you self-employed? \_\_\_\_\_

Do you work at least part-time for someone else? \_\_\_\_\_

If yes, please state name of employer: \_\_\_\_\_

List all degrees you have earned: \_\_\_\_\_

\_\_\_\_\_

Are you currently teaching? \_\_\_\_\_ How long have you taught? \_\_\_\_\_

What is your primary instrument? \_\_\_\_\_ secondary instrument? \_\_\_\_\_

How many students do you teach? \_\_\_\_\_ Please list number of students you teach at each level:

Primary instrument: \_\_\_\_\_ Beginners \_\_\_\_\_ Intermediate \_\_\_\_\_ Advanced

Secondary instrument: \_\_\_\_\_ Beginners \_\_\_\_\_ Intermediate \_\_\_\_\_ Advanced

Please write a brief description on your proposed project: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Approximate date for beginning your project: \_\_\_\_\_ for ending your project: \_\_\_\_\_

Estimated cost for project: \_\_\_\_\_