

# NCMEA Professional Development Grant Application

## Grant Description

The Professional Development Grant is intended to provide funding to NCMEA members seeking to offer professional development activities specific to music education via an organized event for several teachers.

The total amount of funding requested from NCMEA may not exceed \$3,200.00. No individual or activity will be awarded more than one grant within a three-year period. Every effort will be made by the committee to award the grant(s) equitably among sections of NCMEA.

*(NOTE: This grant is NOT intended to provide funding to individual teachers to attend a professional development activity.)*

Applicant(s) must have current membership in NCMEA. Preference will be given to active teachers in North Carolina. A teacher or group of teachers may apply in collaboration with a school system, arts organization, or higher education institution.

## Requirements of the proposed professional development activity:

- Must meet the North Carolina Standards for Professional Learning.
- Address one or more music competency goals in the [NC Music Standard Course of Study](#).
- Occur during the fiscal year following the award (July 1, 2026-June 30, 2027) and be made available at no cost to participants. (Some exceptions may be considered if the applicant notes reasons for participant fee in the grant application).
- All participating teachers must be NCMEA members.
- A written report assessing the outcome of the activity must be submitted to the Chair of the Professional Development Grant Award Committee within four (4) weeks of the stated completion date of the activity. Within the same period, a financial report with attached invoices reflecting all expenditures of funds for the activity should be submitted to the Executive Director.

**Applications must be submitted by midnight on March 1, 2026 in order to be considered for funding.**

\* Indicates required question

1. Email \*
2. Applicant's First Name \*

3. Applicant's Last Name \*
4. NCMEA/NAfME Membership Number \*
5. Phone Number \*
6. School Name \*
7. School Address \*
8. County \*
9. Professional Development Project Title \*
10. Location of the Professional Development Activity, including address \*
11. Name of collaborating school system, arts organization, or higher education institution, if applicable  
*(List lead personnel of the collaborating organization and their contact information)*
12. Project Start Date (must start on or after July 1, 2026) \*
13. Project End Date \*
14. Amount of Funding Requested \*  
*(not to exceed \$3,200)*

15. **Project Relevance and Goals** \*

Describe how this professional development activity addresses one or more music competency goals in the NC Music Standard Course of Study. Describe how the activity will improve teacher competencies and/or opportunities for students enrolled in their music program. Please include all pertinent dates, locations, products, and/or names of persons responsible for grant compliance.

16. **Budget Upload** \*

Upload a document or spreadsheet detailing all of your finances related to this project. Include a section for Income and a section for Expense.

Under Income, include a line for the PD grant amount you're requesting. If the grant amount is not enough to cover the full project, add lines indicating what your other income sources will be. Total all income lines. (If you plan to charge members a fee to attend this PD activity, please include an explanation of the

charge.)

Under Expenses, include line items for each expense related to this project. Total all expense lines.

17. **Agreement \***

By submitting this form, I agree to the terms of this grant and certify that all expenses are accurate as of the date of the submission. Within four weeks of project completion, I agree to submit a written evaluation of the project, including an itemized budget statement with attached invoices reflecting all expenditures of project funds.