

WTEA Collegiate Professional Development Grant Criteria

It is the intent of the Wisconsin Technology Education Association to encourage and support professional development for current and future educators. Toward reinforcing this intent, the Association has created the WTEA Collegiate Professional Development Grant. The annual grant is specifically designated for use by collegiate groups directly affiliated with the Technology Education profession.

Eligibility

- a. Recognized Collegiate Association at a Wisconsin Institution of Higher Education that aligns with the goals of the Wisconsin Technology Education Association.
- b. The completed application must be received at least two weeks prior to the annual conference.

Grant Selection Process

- a. All materials must be accurate and complete. The WTEA will provide a grant of \$600 per institution per year.
- b. Applications will be reviewed for approval by the WTEA Executive Committee.
- c. Within 15 days following the funded event, the representative of the student organization will submit an article and photos for use in WTEA publications. These materials are to be submitted electronically to the WTEA Office.
- d. Upon receipt and publication of the article and photo(s) the WTEA will mail the grant payment.

Instruction

- a. Complete the WTEA Collegiate Professional Development Grant Request form.
 - i. Provide accurate institution and contact information.
 - ii. Ensure the information for *check payable* is to the proper fiscal agent or representative.
 - iii. Obtain approval from both the group's Student Officer and a Faculty Advisor.
- b. Submit the application by email to office.coord@wtea-wis.org at least two weeks prior to the conference



WTEA Collegiate Professional Development Grant Request

Name of University and name of Student Organization

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Name and email address of student officer completeing this form and coordinating participation.

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Name and email address of collegiate association **Faculty Advisor** providing guidance.

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Briefly describe how attending this event serves to benefit the college students.

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Make check payable to (name and mailing address):

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We hereby agree to submit an article and photographs appropriate for use in WTEA publications related to our attendance at the funded event. We understand the WTEA reserves the right to edit and use the submitted materials in various distribution media. We agree to submit this article and photographs within 15 days following the funded event. We understand that failure to submit this article and photographs will impact our collegiate association's *good standing* status with WTEA and influence future grant funding opportunities.

I, the student officer above, agree and submit this request.

We have the support of the Faculty Advisor identified in the form above