



Region 11 Coaching Grant Request Form

(May 1, 2018-April 30, 2019)

- Each chartered chorus is offered a **\$250 coaching grant** from the region. *Prospective chapters are eligible for the full \$250 coaching grant upon chartering.*
- Chorus can use the grant to pay the coaching fees for any coach it wishes (local or not) – vocal, showmanship, acting, membership/marketing, administration, etc. Grants can also be used for educating Music Teams (how to give PVIs, for example).
- Coach must give a brief summary of what was addressed during the visit, and sign the form. Then the CHORUS will submit the signed form to the Region 11 Education Coordinator for approval. She will, in turn, submit it to the Region 11 Finance Coordinator for payment.
- Director or President/TC must submit completed Coaching Grant Form within 30 days of coaching session and prior to end of the fiscal year (April 30, 2019).
- If a chorus requests an RMT visit for administrative reasons, that the visit may be reimbursed from that chorus' \$250 grant allotment, if desired.
- Funds cannot be used for retreat – must be a separate night/weekend another time during the year.
- \$250 must be applied toward coaching fees only – *no meals, travel, lodging, etc.* Additional expenses are paid by chorus – *travel, meals, housing, etc.*
- Grants do not roll over into the next fiscal year.

Chapter _____ Coach _____

Director _____ Type of visit Musical Administrative

Date of visit _____ Total # of members _____ Total # in attendance at coaching _____

FINANCES – COACHING GRANTS

Coaching fee: _____ (not including mileage/travel costs)
(Chorus may submit multiple requests until the max. of \$250 per fiscal year per chorus is reached)

TO BE COMPLETED BY COACH

Director experience: Novice Intermediate Advanced

How long has the Director been directing? _____ How long directing this chorus? _____

Have you worked with this chorus previously? Yes No

Please give a basic overview of the topics/areas covered during your visit:

Please describe next steps for this chorus:

Coach Signature _____ Date _____

Director Signature _____ Date _____

Completed form must be **submitted by the CHORUS WITHIN 30 DAYS OF COACHING** to the Regional Education Director: [JOLENE FORZETTING - jolenecf@gmail.com](mailto:jolenecf@gmail.com)

FOR ADMINISTRATIVE PURPOSES ONLY

Date received: _____ Eligible for grant? Yes No Regional Education Director: _____