



TRPEF PROFESSIONAL GRANT APPLICATION

The Tennessee Recreation and Parks Educational Foundation provides funding for professional training in the field of Parks and Recreation. Applicants must submit all information requested on the appropriate form provided. TRPEF Professional Grants may fund up to 75% of expenses with a maximum calendar year amount of \$500. Submission details are included on page 4.

Please type or print legibly!

Applicants must meet the following criteria:

- Currently employed as a professional in the field of Parks and Recreation in the state of Tennessee
- Current Member of Tennessee Recreation and Parks Association (TRPA)
- Applicant must join TRPEF. Cost is \$10/year. Join TRPEF at <https://www.trpa.net/trpef> (and click TRPEF Donations) or https://secure.membershipsoftware.org/trpasecure/donation_pay.asp
- Provide a headshot of yourself to be used in TRPEF announcements, promotional materials, etc.
- Must be attending an accredited, professional, parks & recreation school that offer Continuing Education Credits, such as offerings by the NRPA, TRPA, or TRPEF.

Selection Procedures

Scholarship applications will be reviewed by the TRPEF Board of Directors and will be selected by a simple majority vote of the Board. All information requested is required for a successful submission. Information submitted will be reviewed and scored to determine scholarship recipient(s). The number of scholarships will be determined based on available funding and quality of application.

Name _____

Street Address _____

City _____

State _____

Zip _____

Cell Phone # _____

Email: _____

Please answer all of the following questions completely. Additional sheets (not to exceed two) may be attached if necessary.

1. My TRPEF Grant fund will be used for: _____

2. How will these funds benefit you while promoting Parks & Recreation? _____

3. Briefly state your involvement in the field of Parks & Recreation: _____

4. Please list and detail your educational background (college, professional schools, etc.): _____

5. Please give a brief work history, including current position and employer: _____

6. State your future goals or interests in Parks & Recreation: _____

7. Please state your financial need, along with a brief statement including other sources of funds available. Also fill in the appropriate line items as provided.

Amount Requested: _____ Employer's Portion: _____ Total Anticipate cost: _____
Applicant's Portion: _____ Other Funds: _____ **Please complete the attached budget**
Justification: _____

I certify the above information is true and correct. Furthermore, I agree to let the Tennessee Recreation and Parks Educational Foundation verify any of the above information. If selected, I will allow my name and photo to be used in promotions or marketing materials. If selected, I agree to provide a short video testimonial for potential use in future marketing materials.

Applicant Signature: _____ Date: _____

DIRECTOR / EMPLOYER ACKNOWLEDGEMENT

If funded, this employee will be permitted to attend this training.

Director/Employer Signature: _____ Date: _____



WORKSHOP / CONFERENCE COST WORKSHEET

This form must be completed and returned with your application for funding to attend a professional workshop or conference.

1. Travel: \$ _____
2. Lodging: \$ _____
3. Meals: \$ _____
4. Registration: \$ _____
5. Materials: \$ _____
6. Total Estimated Expenses \$ _____
7. Amount Paid by Others - \$ _____ (paid by applicant, employer, etc.)
8. Requested Amount* (#6 minus #7) \$ _____

Please note:

Reimbursements are made on actual receipts and they must accompany your request for reimbursement

WHAT'S NEXT? HOW DO I SUBMIT THIS APPLICATION?

Include completed application and headshot of applicant as one transfer at www.wetransfer.com

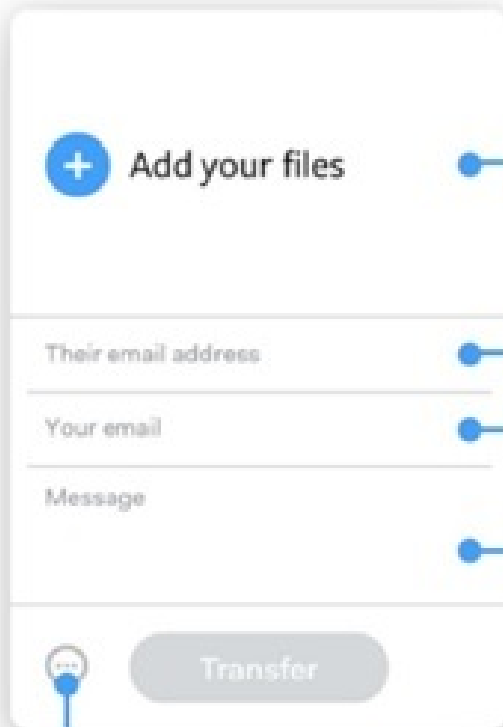
Please send the photo as a .jpg

See next page for step by step instructions on how to use www.wetransfer.com

Submit your application via www.wetransfer.com **Uploads are limited to 2GB**

HOW DO I SEND MY FILES USING WETRANSFER.COM??

How do I send files?



The image shows a screenshot of the WeTransfer 'Add your files' interface. At the top, there is a blue circle with a white plus sign and the text 'Add your files'. Below this are three input fields: 'Their email address', 'Your email', and 'Message'. At the bottom left, there is a small circular icon with a plus sign, and at the bottom right, there is a grey button labeled 'Transfer'. Blue callout lines connect these elements to explanatory text on the right.

Just go to wetransfer.com

Click on the + sign and add the files you want to send.

Type in `info@trpa.net`;

Now type in your own email address.

Type in **TRPEF Scholarship Application, Your Name**

Then simply hit the transfer button and you're done.

It's simple, secure and free of charge.

Click on the option button to change the the way you send transfers or adjust your Plus settings.