LOCAL ASSOCIATION GRANTS

Matching Grant Program

2026–2027 Program Cycle · Procedures, Guidelines & Administration · Founded 1895

GRANT ADMINISTRATION & EXECUTIVE LEADERSHIP

MMTA PRESIDENT
Hyun-ki Yoon
Rockhurst University
Executive Review & Grant Oversight

VP FOR LOCAL ASSOCIATIONS
Hye-Jung Hong
Missouri State University
901 S. National Ave, Springfield, MO 65897
417-894-3845 ·
hyejunghong@missouristate.edu

MMTA TREASURER
Sharla Anderson
St. Louis, MO
Fund Disbursement & Check Processing
Checks cashed by April 30, 2027

APPLICATION DEADLINE	EXECUTIVE REVIEW	PROJECT DATES	CHECK CUTOFF
Dec 29, 2026	Fall Committee Meeting	12/1/26 – 11/30/27	April 30, 2027

OFFICIAL PROCEDURES

1. Annual Appropriation
Each year the MMTA Executive Committee appropriates funding to assist affiliated local associations in underwriting enriching educational projects.

2. Submission Deadline
Submit applications to Vice President Hye-Jung Hong postmarked or emailed no later than **December 29, 2026**. Alternatively, submit online via our web portal. Late applications cannot be accepted.

3. Executive Review & Awarding
The Executive Committee reviews and votes on all submitted proposals at the annual Fall Executive Committee meeting according to the program guidelines.

APPLY ONLINE
Scan to complete our convenient digital form directly on your phone or computer.
missourimta.org/matching-grant-application

PROGRAM GUIDELINES

1. Membership Requirement:
Local associations applying for grants must maintain 100% state membership in MMTA.

2. Allowable Projects:
Grants can be used for any local association educational project (e.g. masterclasses, pedagogy workshops, guest clinicians) with the exception of capital fundraising (e.g., purchasing a piano).

3. Dollar-for-Dollar Match:
The local association must provide an equal dollar-for-dollar match of local funds to help underwrite the project.

4. Detailed Budget:
As part of the application, the local association must submit a detailed itemized budget showing how funds will be spent.

5. No Retroactive Funding:
Grants will not be awarded on a retroactive basis for events already concluded.

6. Non-Consecutive Years:
Grants will not be awarded to the same local association in consecutive calendar years.

7. Outcome Report:
A project report must be submitted to VP Hye-Jung Hong within **60 days** of event completion for Executive Committee review.

8. Publicity Acknowledgment:
Awarded chapters must include in all event programs, flyers, and press releases: “This event is funded in part by a grant from the Missouri Music Teachers Association.”

9. Timeline & Check Disbursement:
Proposed projects must take place between **Dec 1, 2026 and Nov 30, 2027**. Grant checks are issued by MMTA Treasurer Sharla Anderson and must be cashed no later than **April 30, 2027**. Chapters notify the VP when ready for disbursement.

Matching Grant Application

MMTA
MISSOURI MUSIC TEACHERS ASSOCIATION

Complete all sections below and submit postmarked or emailed by **December 29, 2026**.

OFFICE USE ONLY: Date Rec'd: _____ Review Date: _____ Decision: ☐ Appr. ☐ Decl. $_____

1. LOCAL ASSOCIATION & LEADERSHIP INFORMATION

Name of Local Association:

Local Association President Name:

President Email Address:

President Phone Number:

Project Leader Name:

Project Leader Email Address:

Project Leader Phone Number:

Project Leader Mailing Address (Street, City, State, ZIP):

2. PROPOSED PROJECT DETAILS (SCHEDULED BETWEEN DEC 1, 2026 AND NOV 30, 2027)

Proposed Project Title:

Proposed Date(s):

Project Location / Venue:

Purpose of Project (State educational objectives and benefits for local association members):

3. COMPREHENSIVE PROJECT DESCRIPTION & ITEMIZED BUDGET

Project Description & Budget Breakdown (Itemize projected clinician honoraria, facility fees, travel, materials):

Amount of Grant Requested ($):

Local Matching Amount ($):

Supporting Link (Google Drive/Dropbox for bios, budget):

4. CHAPTER CERTIFICATION & SIGNATURES

☐ We certify that our local association maintains 100% state membership in MMTA, will provide an equal dollar-for-dollar match of local funds, will acknowledge MMTA in all event publicity, and will submit a completed project outcome report within 60 days of event conclusion.

President Signature: _____ **Date:** _____ **Project Leader Signature:** _____ **Date:** _____

SUBMISSION INSTRUCTIONS & CONTACT

Send completed application postmarked or emailed no later than **December 29, 2026** to:
Hye-Jung Hong, MMTA Vice President for Local Associations
Missouri State University · 901 South National Avenue, Springfield, MO 65897
Studio: 417-894-3845 · Email: **hyejunghong@missouristate.edu**

Or Apply Online:

missourimta.org