# 2023-2024 Grant Program

**Grant Application**

Please complete the requested information and submit via email to [grants@ncta-testing.org](mailto:grants@ncta-testing.org) by Friday, March 17, 2023. Please refer to [www.ncta-testing.org](http://www.ncta-testing.org/) for additional information on the Grants Program.

**\*NOTE:** Grants will be awarded to individuals, institutions, agencies, associations, or other groups no more than once every three (3) years.

*Part I: Primary Contact Information*

|  |  |
| --- | --- |
| Name and Title: |  |
| E-Mail Address: |  |
| Institution or Organization: |  |
| Complete Mailing Address: |  |
| Office Phone: |  |
| Fax: |  |
| Supervisor Name and Title: |  |

*Part II: Project Information*

|  |  |
| --- | --- |
| Project Type: | * Professional Development: Funds are available for one (1) year * Research Grant: Funds are available for two (2) years |
| Project Title: |  |
| Total Amount Requested: (Maximum $1,200) |  |
| Additional key project participants and contact information: |  |
| Project Summary: |  |
| Project Purpose and Goals: |  |
| Proposed Activities: |  |
| Describe any issues that could  negatively impact the project’s outcome: |  |
| Describe how the project  outcomes will be evaluated: |  |

# 2023-2024 Grant Program

*Part III: Budget & Expenditures*

|  |  |  |  |
| --- | --- | --- | --- |
| Requested Amount | Purpose | Vendor | Supporting Documents Attached |
|  |  |  |  |
|  |  |  |  |
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|  |  |  |  |
|  |  |  |  |
| Total Amount  Requested: (*Part II, Line 2)* |  | |  |

*Part IV: Allocation of Funds*

|  |  |
| --- | --- |
| Check Payee: |  |
| Recipient Institution,  Organization, or Agency: |  |
| Complete Mailing Address: |  |
| Contact Individual, e-mail, and telephone:  *(If not Primary Contact)* |  |

*Part V: Attachments and Addenda*

Attachments and additional pages may be necessary to provide complete project information. Please include applicable attachments or additional pages to this application. Examples of attachments may include cost estimates, quotes, preliminary budgets, event programs, speaker Curriculum Vita, program schedule etc.

# of Attachments (or none)

*Important Dates for Grants* [*1*](#_bookmark0)

|  |  |
| --- | --- |
| Applications Open: | Monday, December 5, 2023 |
| Applications Close: | Friday, March 17, 2023 |
| Committee Review: | Monday, March 20, 2023– Friday, April 14, 2023 |
| Application Modifications: | Monday, April 17, 2023 – Friday, May 5, 2023 |
| Committee Review: | Monday, May 8, 2023 – Monday, May 25, 2023 |
| NCTA Governing Board Approval: | Tuesday, May 30, 2023 – Friday, June 16, 2023 |
| Announcement of Grants: | Friday, June 23, 2023 |
| Professional Development Grant Expenditure Period:  \*Research Grant Expenditure Period: | Wednesday, July 5, 2023 – Sunday, June 30, 2024  Wednesday, July 5, 2023 – Monday, June 30, 2025 |
| Professional Development Grant Final Report Due: | Friday, August 2, 2024 |
| \*Research Grant Final Report Due: | Friday, August 1, 2025 |

*Signature*

By signing below, I agree that I have received, reviewed, and agree to the Terms and Conditions included with this application.

|  |  |  |  |
| --- | --- | --- | --- |
| Signature: |  | Date: |  |

1 Dates are generated in relation to the annual Conference. Extensions of up to 30 days may be requested and are subject to approval by the Committee.