



OMTA District Projects Grant at-a-Glance

The OMTA District Projects Grant is from the Nellie Tholen Fund, administered by the Oregon Community Foundation. The grant was awarded in November 2014, and is set to run through 2019. The goal is to provide additional programming to OMTA Districts, helping them provide more continuing education opportunities for their members and additional ways to reach out to non-member teachers in their area.

District Responsibilities

- Choose presentations that will best help teachers in your area
- Choose dates that will work for your district
 - preferably dates in addition to/separate from your regular meetings
- Choose a contact person to communicate with the grant coordinator, Susan Todd
- Communicate your requests to Susan Todd, who will work directly with the presenters
- When Susan lets you know that a date and presenter are booked, set a location.
 - Districts are responsible for providing a venue, preferably free of cost. The grant does not cover the cost of venue rental. Please contact Susan if this presents a problem for your district.
 - The grant pays honorarium and travel expenses, districts have no expense here. Presenters booked through this grant have agreed to the honorarium offered by the grant.
- Promote the events to member and non-member teachers in your area
 - The OMTA Office will design a poster and promotional packet for each event
 - If districts desire further promotional help, please let Susan Todd know and she'll arrange it.
- Enjoy the programs and let Susan know how everything went!

Grant Coordinator Responsibilities

- Assemble and distribute a roster of grant program presenters
- Work with district contact persons to set speakers and dates for the year
- Coordinate assistance from the OMTA Office staff for promoting workshops
- Submit invoices to the OMTA treasurer the speaker honorarium and travel expenses
- Report results to the Oregon Community Foundation

This grant is separate from the Nellie Tholen Endowment Fund Grant. Details on that grant are found on the OMTA website on the Teacher Resources/Grants for Teachers & Districts page.