

# MUNICIPAL CLERKS INSTITUTE GRANT APPLICATION FOR YEARS I, II, & III

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THE MUNICIPAL CLERKS AND FINANCE OFFICERS ASSOCIATION

Grants are awarded in \$200 and \$300 increments. You must be a paid member to apply. If you have not paid your dues you may send your membership fee and application form (available on [www.mcfoa.org](http://www.mcfoa.org)) along with the grant application.

Name: \_\_\_\_\_ Position/title: \_\_\_\_\_

City: \_\_\_\_\_ Telephone: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

1. What year of the Institute will you be attending? I \_\_\_\_\_ II \_\_\_\_\_ III \_\_\_\_\_
2. Do you supervise any employees? Yes \_\_\_\_\_ How many? \_\_\_\_\_ No \_\_\_\_\_
3. How long have you been in your present position? \_\_\_\_\_
4. How many years of related experience do you have? \_\_\_\_\_ Where? \_\_\_\_\_
5. What is your highest level of education completed? \_\_\_\_\_
6. Will you receive wages while attending the Institute? Yes \_\_\_\_\_ No \_\_\_\_\_
7. Do you have to use vacation time to attend the Institute? Yes \_\_\_\_\_ No \_\_\_\_\_
8. If you do not receive a grant, will you still attend? Yes \_\_\_\_\_ No \_\_\_\_\_
9. Since grants are only partial, how will you fund the remainder? \_\_\_\_\_
10. What is your budget for training this year? \_\_\_\_\_
11. Are you a member of the MCFOA? Yes \_\_\_\_\_ No \_\_\_\_\_
12. Are you a member of the IIMC? Yes \_\_\_\_\_ No \_\_\_\_\_
13. Have you also applied for a MCEF grant through the IIMC? Yes \_\_\_\_\_ No \_\_\_\_\_

Please email this application by clicking the Submit button OR, print and mail your completed application **no later than March 1st to:**

Betsy Snyder  
MCFOA Administrative Assistant  
P.O. Box 9  
Milroy, MN 56263  
Phone (507) 336-2495  
Email: [adminasst@mcfoa.org](mailto:adminasst@mcfoa.org)