

**MINNESOTA RECREATION AND PARK FOUNDATION**  
**PROFESSIONAL ENRICHMENT GRANT**  
**APPLICATION GUIDELINES**

**SCOPE**

The Minnesota Recreation and Park Foundation's *Professional Enrichment Grant Program* is intended to provide financial assistance to professionals working in the field of recreation and parks for attendance at advanced academic courses, workshops, special institutes or seminars for purposes of professional enhancement.

**FINANCIAL SUPPORT**

Two (2) professional enrichment grants up to \$500 per grant will be awarded by the Minnesota Recreation and Park Foundation.

**ELIGIBILITY AND QUALIFICATIONS**

Applicants must be members of the Minnesota Recreation and Park Foundation, as well as professional members of the Minnesota Recreation and Park Association and reside in the State of Minnesota.

Applicants should, at the time of application, be employed full-time professionally in the park and recreation field, and have a minimum of three (3) years full-time work experience.

A person already enrolled in any college/university academic program is not eligible for an award to complete that program.

Applicants may not have received a professional enrichment grant in the previous three years.

**APPLICATION PROCESS**

Applicants should submit a "Letter of Intent" (maximum two pages, typed double spaced) to include the following:

- ◆ Statement of intended professional enrichment program and use of funds.
- ◆ Statement of professional goals and the relationship of the program to be funded by the award to the attainment of those goals.
- ◆ Statement of professional service to the parks, recreation and leisure field.
- ◆ Letter of recommendation (preferably from current employer) indicating support of professional enrichment pursuit.

- ◆ Application deadline is June 1<sup>st</sup>, 2009 \*\* with notification of award by July 1<sup>st</sup>, 2009. (Professional enrichment coursework, institutes, seminars or workshops offered between July 1<sup>st</sup>, 2009 and June 30<sup>th</sup>, 2010 are eligible for consideration under this round of grant funding.)

\*\*Applications received after June 1<sup>st</sup>, 2009 will be considered if both grants have not been awarded.

- ◆ Mail completed application to: Rick Jacobson, Director  
Golden Valley Park and Recreation Department  
200 Brookview Parkway  
Golden Valley, MN 55426

### **SELECTION CRITERIA**

- ◆ Award must be used to foster the professional growth of the applicant by (1) enhancing one's ability to perform current job responsibilities more effectively, or (2) developing new skills and/or qualifications that can be used for professional advancement, or (3) acquiring new skills that are necessary due to "job enlargement" of present position.
- ◆ Strong employment record in the field and a strong commitment to the field.
- ◆ Chronicle of demonstrated contributions and services to the profession.
- ◆ Ability to finance costs beyond scholarship, if necessary.

The MRPF Scholarship Committee will make final determination of award recipients.

### **ACCOUNTABILITY**

Following the continuing education experience by grant recipients, a written report is to be submitted to the Minnesota Recreation and Park Foundation within thirty (30) days indicating successful completion of the program to receive reimbursement.