



MO-CASE Professional Learning Fund Application

Dear MO-CASE Members,

We are excited to offer the *MO-CASE Professional Learning Fund* to our members! The *Professional Learning Fund* was created to support our members by providing funding for professional learning. Applications may be submitted throughout the year.

Members may use these funds for attending MO-CASE, CASE, or CEC conferences or webinars. This application will be reviewed for approval by the MO-CASE Finance Committee. Funds can only be used as stated on the application. There will be a cap of \$1500.00 per application per year. There will be a limit of two awards per person over the course of your career.

Please make a copy of this application, complete and forward it by email to Gayle Willey, Executive Director gayle.willey@mo-case.org

Thank you,

MO-CASE Board and Finance Committee

Name:

Title:

District:

CEC/CASE/MO-CASE Number:

Email:

Phone: (Best way to contact you)

1. What conference or webinar are you applying for funding to cover? Dates and/times(webinar)
2. How would you use the information gained from the conference or webinar?
3. What would the estimated total cost be requested? Specify itemized requests (Hotel, registration and travel). You may attach an itemized list if needed.
4. Would a portion of your expenses be covered by your district? If so, how much?
5. What other conferences or webinars have you attended this school year?



6. I agree to take full advantage of the conference I attend. I agree to volunteer at the conferences, if available. I will give a report regarding the conference or a promotional blurb regarding the fund or a quote from the conference that can be shared.

Applicant's signature Date

7. Do you have support from your Superintendent to attend the conference/webinar? If yes, please have the Superintendent sign here:

Superintendent's Signature Date