



2016

Conference Grant

Application



2016 ISHA Annual Conference Grant

The International Sports Heritage Association (ISHA) is offering an Annual Conference Grant program, supported through its Founders Fund, to provide financial assistance to member institutions to attend the annual ISHA conference. This year's conference is September 26-28, 2016 at Canada's Sports Hall of Fame, Calgary, Alberta, Canada.

This year there will be up to three (3) travel grants provided to regular ISHA member institutions (not-for-profit) to provide a maximum of \$1,000 per person per organization in order that one or more representatives of their organization are able to attend the ISHA annual conference. In addition, one (1) International conference grant for up to \$3,000 will be offered to a member institution outside of the U.S. and Canada. Finally, three (3) conference registration-only grants will be awarded. All recipients' conference registration fee(s) will be waived.

Eligibility:

- The grant is open to paid employees working in an ISHA Member organization in a full or part-time capacity.
- It is also open to volunteers of an ISHA Member organization who contribute their time and service on a consistent basis.
- Either the applicant or the sponsoring organization must have a valid ISHA membership.
- Applicants may receive a maximum of one (1) ISHA Annual Conference Grant within a five (5) year period.
- Applicants living outside the host country will need a passport.

Deadlines:

- The deadline for applications in 2016 is **June 15**.
- The monies will be released upon submission of original receipts as proof of attendance and a final report within 30 days of the conference. The report should include a 250-word summary for publication in the ISHA Newsletter and on the ISHA web site.

Judging Procedures / Ranking System:

- Applications are judged by the ISHA grants committee, selected from the board and individual members of the association.
- Judging is based on a ranking system. All sections of the application narrative are allotted points which the grants committee uses to score each submission. There are 14 possible points. The grants committee will review the content of each application and award points (noted on the application) based on the following:

Impact: How your attendance at the conference will impact your professional development as it relates to sports heritage (its value in promoting, preserving or protecting heritage resources), its educational value to the museum and its community in presenting new information or interpretations, its ability to provide new information, techniques or skills useful to museum workers and / or custodians of sports heritage.

Need: How your attendance addresses a demonstrated need within your museum and / or community.

Budget: Points will be awarded for sound, reasonable, and accurate figures.

Supporting Documentation Requirements:

The application must include:

- Applicant's curriculum vitae
- Applicant's job description
- Letter of support from Applicant's employer, institution, or Chair/President of their Board of Directors.

About ISHA Founders' Fund:

The ISHA Founders' Fund was established to support long-term initiatives in sports heritage by a select group of individuals who cared deeply for the legacy of sport on the world stage. The Fund now supports annual grant initiatives to assist conference attendance and to aid in the implementation of a special project by ISHA member organizations. In order to meet the long-term obligations of this Fund, a Founders' Fund Committee works to raise money through various programs such as an annual gift program, silent auction, and reverse raffle. All revenue raised through these avenues directly impacts ISHA's ability to support worthy projects that promote sports heritage and fund other initiatives important to all of our member institutions and the entire sports heritage industry. To support this important fund or for more information, please contact Karen Bednarski by phone at 541-997-7915 or by email at info@sportsheritage.org.



ISHA Annual Conference Grant Application Form:

Grant Type (please check all that apply):

Conference Grant

**Conference Grant
International**

**Conference Grant
Registration Only**

Name:

Title:

Full Time Staff

Part Time Staff

Volunteer

Institution:

Complete Mailing

Address:

Telephone Number:

Fax Number:

Email Address:

Website:

Name of Immediate Supervisor (If Applicable):

Telephone Number:

Fax Number:

Email Address:

Please complete the following questions directly on this form.

1. How does the conference agenda relate to your professional development objectives? (no more than 250 words) [6 Total Points]

- What knowledge do you hope to gain as a result of your participation in the conference?
- What knowledge and experience do you have that conference participants could benefit from?

2. How will your institution benefit from your participation in the conference? (no more than 250 words)

[6 Total Points]

- What specifically do you plan to bring back to your institution?
- How will you share the knowledge and information gained with your institution?

3. Budget: Please outline your transportation costs, accommodation costs, meal costs, registration costs and any other incidental costs (itemize) that may be incurred. Please provide an indication of whether financial support is available from any other organization (i.e. sponsor, employer, etc.) [2 Totals Points]

- Expenses on the budget are reasonable (Cell phone charges do not qualify).
- The original budget submitted was free of errors.

How will your institution support participation in the conference?

Financial Assistance: Yes No

Leave of Absence: Yes, with pay Yes, without pay No

If awarded the grant, my organization plans on sending more than one delegate.

_____ Yes _____ No

Submit your completed application with attachments to: info@sportsheritage.org