

# Producer Opportunity Fund

## **Purpose**

The Producer Opportunity Fund encourages participation in professional development activities that enhance skills in areas such as TV production, marketing, business development or involvement in Public Broadcasting-sponsored workshops.

## **Eligibility**

Open to individuals who have a track record of producing public television programs about Native American subject matter, and who have been or are currently being funded by NAPT.

## **Ineligible**

Tuition assistance for college or other formal course of study and scholarships. Individuals who have received funding from NAPT must have no delinquent contracts.

## **Deadlines**

Applications must be received by 30 days prior to start of the event.

## **Grant Amount**

- Assistance up to \$500 may be provided to match 50% of costs for registration fees and travel/lodging/meals at federal government rates.
- No more than \$500 may be awarded to an individual within a twelve-month period.
- Disbursement of funds will be made upon receipt by NAPT of the evaluation and copies of all applicable receipts.
- Recipient will receive a 1099 form reporting the grant amount as personal taxable income.

## **Criteria for Awarding Grants**

Staff reviews applications with consideration given to the following:

- Quality of professional development opportunity. The opportunity must include specified training components.
- Potential benefit of professional development for the individual.
- Qualifications of the Applicant.

## **Application Procedure**

To assist in the review of your proposal, submit:

- One signed copy of the application form.
- A summary of the proposed activity must be supplied in the space provided on the application form.
- List the registration fee, travel, lodging and other expenses on the application form.
- One copy of an application narrative, which includes:
  1. Name and address of individual who will be attending event.
  2. One copy of resume or biographical information on the individual attending the activity.
  3. Name, date and location of professional development opportunity.
  4. Description of specific training opportunity.
  5. Statement of how this opportunity will advance the applicant's skills or knowledge, and is important at this point in career development.
  6. A brochure or printed information on the professional development opportunity.

## **Evaluation**

Evaluations are due 30 days from the ending date of the Technical Assistance activity. Evaluation includes description and comments on the project, rating (with explanation) of the activities, number of events attended, and financial report with copies of receipts.

Subsequent grants are dependent upon receipt of complete evaluation reports.

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Photocopy form for your records.

Be sure to make a copy of the complete application packet before submission.

## Deadline (received by 30 days prior to start of event):

Name: \_\_\_\_\_

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

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Tribal Affiliation: \_\_\_\_\_

Professional Activity/Conference Name: \_\_\_\_\_

## Activity Summary:

### Costs

Registration fee: \_\_\_\_\_

### **Travel**

Mileage: \_\_\_\_\_

Airfare: \_\_\_\_\_

Lodging: \_\_\_\_\_

Meals: \_\_\_\_\_

Other: \_\_\_\_\_

Total: \_\_\_\_\_

### **Event Details**

Activity Dates: \_\_\_\_\_

Location: \_\_\_\_\_

Grant amount: \_\_\_\_\_

Total cost: \_\_\_\_\_

**AGREEMENT:** I certify that the application information is true and complete to the best of my knowledge. It is agreed that the undersigned is authorized to abide by the relevant Terms, Conditions and Guidelines. In addition, the undersigned gives NAPT permission to duplicate submitted documentation for use in the grant review process.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_