

Willmar Music Matters Grant Request

Grant request deadline is 30 days prior to the next Willmar Music Matters board meeting dates:

Please have your complete form submitted to President, Jenny Johnson, by the 1st of the meeting month.

January 1 | March 1 | June 1 | August 1 | October 1 | November 1

Requestor's Name: _____ Email: _____

Grant request is for the following school(s) and program(s):

- Elementary – Kennedy Elementary – Roosevelt Willmar Middle School Willmar High School
 Orchestra Band Choir General Music Other _____

If grant is approved, reimbursement request must be received from the Willmar School District by December 15, of each year, allowing Willmar Music Matters to close out their annual bookkeeping by year-end. If the request is not received by Willmar Music Matters by December 15 of each year, the request will no longer be valid and the requestor must reapply. NOTE: Music Matters will honor special circumstances when the grant must be reimbursed to WPS in the following school year timeframe.

Item(s) Requested: _____

Brief Description/Specify the Need: _____

Estimated Cost: _____

Please attach a copy of the estimate or URL of the website with the cost estimate.

- Approved Not Approved

A copy of an approved grant request form will be retained by the Treasurer of Willmar Music Matters (Melissa Mangen).
A copy of this form should be included with your invoice sent to the Willmar Public School District Business Office.

Date Submitted: _____

The form can be submitted electronically to Jenny Johnson, President at jmjohnson2@j-ots.com
or mailed to the address below.