

Chapter of Excellence Grants

Chapter of Excellence Grants reward student chapters for extraordinary performance and accomplishment during the prior year AND encourage their continued growth and development. Faculty advisors apply for the grant on behalf of the student chapter; 50 percent of the funds received support the chapter, and 50 percent support student scholarships.

Eligibility: MCAA student chapters that have been chartered for at least one year are eligible for this grant, except those that have applied for an Emerging Chapter Grant for the same grant period.

Application Procedures: Applications should be no longer than five (5) single-spaced pages. Photographs are welcome, but not necessary. **Faculty advisors submit applications for this grant by close-of-business April 15** of the grant year. Applications are to be sent to Ann Mattheis, Director of Marketing and Career Development at MCAA, either by e-mail at amattheis@mcaa.org or by fax (301-990-9690).

Grant Information: Each submission must include the following information:

- Name(s) of faculty advisor(s)
- Names and titles of chapter officers
- Number of chapter members
- Attendance at MCA meetings (if applicable) during the current school year
- Special projects, activities, and accomplishments of chapter during the current year (if applicable)
- Number of chapter members who have been offered summer internships with mechanical contractors
- Number of chapter members who obtained (or who have been offered) full-time positions with mechanical contractors
- A brief description (100 words or less) of how the chapter plans to use the grant

Grant Criteria: Applications for this grant will be judged on the basis of the following criteria.

Evaluation Criteria		
Category	Points	Description
Governance	5 points	How is a chapter organized and led? How are officers chosen? How are decisions made?
Communication	10 points	How do chapter members stay in touch with each other and the contracting community? How are

		members notified of upcoming meetings, special events, projects, internships, employment opportunities, etc.?
Community Service	10 points	Do chapter members voluntarily participate in a project that helps improve their community? (i.e. Habitat for Humanity, Heats On, a clean-up campaign)
Career Development	20 points	Does the chapter participate in activities that increase members' knowledge of the mechanical contracting industry, the employment opportunities it offers, and the contractors that are part of it?
Competition	5 points for entering, 10 points if top four finalist, 15 points for second place, 25 points for winning	Did the chapter participate in the MCAA Student Chapter Competition?
Membership	≥ 2 , 5 pts. 3 – 7, 10 pts. $8 \geq$, 15 pts.	How many new members did the chapter add during this year? What means did the chapter use to attract new members?
Fund Raising	\geq \$500, 5 pts. \$501 - \$1,000, 10 pts. \$1,000 \geq , 15 pts.	How much money did the chapter raise and by what means?
Field Trips	10 points	1- 2 per year
	15 points	3 or more per year
Internships	5 points	1- 5 per year
	10 points	6 - 10 per year
	15 points	11 or more
Employment	1-5, 5 points; 6-10, 10 points; 8-10, 15 points; 11 or more 20 points	How many 2003 graduates who were members of the student chapter accepted positions with mechanical contractors?

In addition to the above criteria, chapters are to provide a brief explanation (100 words or less) of how they intend to use the grant funds.

Grant Selection Process: MCAA's Career Development Committee will evaluate all grant applications received based upon the above criteria and

designate the grant recipients that receive the most points. The winners will be notified by telephone and in writing by June 15.

Grant Amount: The grant amount for this year will be at least \$3,000.

For More Information . . . contact Ann Mattheis at 800-556-3653 or by e-mail at amattheis@mcaa.org.