

TCDA Scholarship Committee Guidelines

Duties and Responsibilities:

The Scholarship Committees are responsible for ranking scholarship applications and providing recommendations to the board.

TCDA Scholarships

Applications from TCDA Members; Scholarship Committee ranks the application materials for the following scholarship categories:

- Undergraduate Scholarship (general fund - multiple recipients)
- Kathy Hackett Memorial Scholarship - 2024 HS graduate/entering music ed major
- James Matheny - 2024 HS graduate/entering music ed major
- Professional Scholarship (general fund - multiple recipients)
- Early Career TCDA Convention Scholarship (2-3 convention registration & hotel stipend)

Lou Leonard All-State & Honor Choir Scholarships

Applications from families of invited Elem Honor Choir and MS/JH All-State Choir and members

Committees should be formed with consideration to the Mission and Purpose Statements of TCDA, specifically considering the following goals of the organization:

1. Develop and maintain a system of leadership (local, regional, and state-wide) engaging a diverse group of choral musicians who reflect the communities in which they work and reside.
2. Foster and promote diversity, equity, inclusion, and access through active engagement with historically marginalized and underrepresented choral musicians and communities, as well as potential choral participants.
3. Pursue and provide funding that supports educational and professional development activities for TCDA members with expanded opportunities for choral musicians in historically marginalized and underrepresented communities.

Scholarship Committee Members:

1. Chairs selected by the Past President or Acting President; Qualifications: 15+ years in the profession, consistent TCDA membership, consistent TCDA Summer Convention attendance, experience analyzing quantitative data (such as a graduate and/or administrative degree or credentials)

2. Scholarship Committee Chair assembles committee of 6-7 members (including chair);
Lou Leonard Scholarship Committee Chair assembles committee of 4-5 members (including chair)
3. Committee members shall represent the following:
 - a. Diverse geographic regions
 - b. Varied primary TCDA divisions (Elem, MS/JH, HS, Coll/Comm, Church/Worship)
 - c. Members of marginalized and/or historically excluded communities
 - d. Varied years in the profession (5-10 yrs, 11-15 yrs, 16-20 yrs, 20+ yrs)
4. Current candidates for TCDA Board positions and Scholarship Committee members from the two previous consecutive years may NOT serve on the committee.

Scholarship Committee Timeline 2024:

- Chair appointed in January
- Chair assembles the committee by March 20, 2024 (target date) and sends names and email addresses to the Acting President and Executive Director
- All committee members must renew their TCDA membership as Active or Retired members
- TCDA office sends Code of Ethics form to all committee members; COE must be completed before the committee commences their work
- Scholarship applications are due April 30th via online portal; Chair & committee receives access to the review portal by May 6th to begin reviewing application submissions
- Review period ends May 19th
- Office compiles results to send to Committee Chair on or before May 21st. Chair reviews and shares results with committee for further discussion (if needed) and sends recommendations to the President by May 27th.

Lou Leonard Scholarship Committee Timeline 2024:

- Chair appointed in March
- Chair assembles the committee by March 20, 2024 (target date) and sends names and email addresses to the Acting President and Executive Director
- All committee members must renew their TCDA membership as Active or Retired members
- TCDA office sends Code of Ethics form to all committee members; COE must be completed before the committee commences their work
- LL scholarship applications open March 18th (same day as choir notifications go out)
- LL scholarship portal closes March 24th
- Chair & committee members receive access to the review portal by March 25th to begin reviewing applications; review period ends March 31st

- Review period ends May 19th
- Committee chair compiles results and sends rankings to the TCDA office by April 3rd
- Families are notified by April 4th