

# Voice of the Lakes

## Letter from the President

Larisa McHugh

Greetings, GLR Members-

It was wonderful to see many of you during the AMTA conference in Kansas City. Those who weren't able to make it were missed and we will hope to see you at the GLR Conference in April. The GLR was well represented during the recent AMTA conference, as members were active with presentations, posters describing research studies, performances in the Cabaret, and numerous committee and assembly meetings. Congratulations to those elected during the early morning Assembly Meeting as Representatives to the Board of Directors: Angie Snell, Speaker of the Assembly, Michael Silverman, Assistant Speaker, and Debbie Bates and Tracy Richardson, Representatives.

Since my last letter the Executive Committee and Strategic Planning Team have been quite busy. We've met via conference call to continue strategic planning initiatives: improving communication and increasing board accountability. We voted to support an Ohio Music Therapy Hill Day event and approved the budget for the 2016 conference. We welcome newly appointed committee members: Kristen Lueck, Continuing Education Representative and Julie Palimeri, Techonology Representative. A big "Thank you!" to Nikki Durni and Rachel Rambach for their years of service as Representatives.

## Letter from the President (continued)

During the GLR Conference this April we will recognize not only Academic Programs in existence 25 years or more, but also Internships and State Associations that meet that criterion. Please let me know of any Academic Programs, Internships, and State Associations celebrating anniversaries of 25 years or more so that they can be recognized.

If you haven't already heard we will welcome the AMTA conference to our region in 2016. The conference will be held at Kalahari in Sandusky, Ohio. If you are interested in being part of the local planning committee please contact me as soon as possible.

Please take the time to read the reports of all of our officers and committee representatives in this newsletter to learn more about the work of the GLR. There is so much happening in the GLR and there is always opportunity for more. If you would like to get involved in any of these committees please let us know! Each and every one of us can make a difference and offer something to the profession in the GLR. If you have ideas to share, if there is a change you would like to see, if you just want to be more involved, then there is no time like the present!

Thank you for taking the time to catch up on all that is happening in the GLR. As we move forward if you have questions, suggestions, or concerns please feel free to contact me. I welcome your input and feedback. I can be reached at the following email address: <a href="mailto:larisamchugh@sbcglobal.net">larisamchugh@sbcglobal.net</a> or by phone at: 937-478-0664.

Be well, Larisa

Larisa McHugh, MA, MT-BC President, GLR of AMTA

#### **Executive Committee**

#### **President:**

Larisa McHugh, MA, MT-BC (937) 478-0664 larisamchugh@sbcglobal.net

#### **Past President:**

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#### **President Elect:**

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#### **Vice President:**

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#### **Vice President Elect:**

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#### Treasurer:

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#### **INDIANA:**

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#### MICHIGAN:

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#### MINNESOTA:

Jessica De Villers, MA, MT-BC devillersjl@gmail.com

#### OHIO

Tanya Corso, MT-BC tanyacorso@gmail.com

#### WISCONSIN:

Alexis Graff, MT-BC president@musictherapywisconsin.org

#### **Appointed Officers**

#### **Archivist:**

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#### Editor

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#### **Student Coordinator:**

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#### **Student Representative:**

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#### **Website Coordinator:**

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#### **Standing Committee Representatives**

#### Academic Program Approval:

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#### **Affiliate Relations:**

vacant position

#### **Association Internship Approval:**

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#### **Clinical Practice Networking:**

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#### **Continuing Education:**

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#### **Government Relations:**

Angela Snell, M.S.Ed., MT-BC (734) 693-2763 snellmusictherapy@gmail.com

#### **International Relations:**

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#### Membership:

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#### **Professional Advocacy:**

Leslie Henry, MT-BC (414) 482-1340 lahenry@tds.net

#### Reimbursement:

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#### Research:

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#### **Standards of Practice:**

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### Workforce Development and Retention:

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### **Assembly of Delegates**

Debbie Bates (Ohio)
Sharon Boyle (Indiana)
Debra Burns (Indiana)
Ed Gallagher (Ohio)
Lisa Gallagher (Ohio)
Jennifer Jones (Illinois)
Larisa McHugh (Ohio)
Peter Meyer (Minnesota)
Melaine Pohlman (Illinois)
Ellen Rayfield (Illinois)
Tracy Richardson (Indiana)
Cindy Ropp (Illinois)
Todd Schwartzberg (Minnesota)
Michael Silverman (Minnesota)
Angela Snell (Michigan)



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## **Letter from the Editor**

## Andy Panayides

Dear Readers,

Thanks so much for viewing the Fall 2015 edition of Voice of the Lakes. The theme of this issue is **new beginnings and future opportunities**, which is meant to recognize those who serve the GLR-AMTA and encourage others to volunteer. Please look out for sections highlighted in the **GLR-AMTA blue font**, which was introduced with our latest logo in Spring 2014. Specifically, look for information related to **new beginnings and future opportunities** on the following pages:

Page 5	President's Report
Pages 6-7	Past President's Report
Page 11	Illinois State Report
Page 14	Michigan State Report
Page 15	Minnesota State Report
Page 18	Wisconsin State Report
Pages 28-29	<b>GLR-AMTA Mentoring Program</b>

It is my pleasure to serve as GLR-AMTA Editor. Please do not hesitate to contact me with questions or concerns about Voice of the Lakes.

Respectfully submitted,

Andy Panayides, MM, MT-BC Editor, GLR of AMTA (317) 727-6323 apanayides@opgrowth.com

## **President's Report**

## Larisa McHugh

Accomplishments, Updates, and Action Items:

- Completed duties from role of President Elect, submitting report to VOL and updating bylaws
- Updated President Elect timeline and submitted to Past President Richardson and to incoming President Elect Debbie Bates
- Scheduled conference call for Executive Committee to approve 2016 Conference budget
- Submitted President's letter and reviewed VOL for publication
- Submitted information to AMTA for 990
- Completed reports to AMTA Board of Directors
- In an effort to maintain momentum in addressing Strategic Planning following the GLR Conference two Strategic Planning Team meetings were held via conference call
- Attended Regional Presidents meeting
- The Executive committee voted in favor of supporting an Ohio Music Therapy Hill Day event held in conjunction with the AOMT State Conference in September.
- Received thank you from President Furman for the GLR donation of \$2,000 towards the State Recognition Operation Plan
- We will continue to work on Strategic Planning initiatives: Improving Communication and Increasing Board Accountability
- We have a new Continuing Education Representative, Kristen Lueck and a new Technology Representative, Julie Palimeri. Thank you again to Nikki Durni and Rachel Rambach for their service
- As the work of the Professional Advocacy Committee has increased the co-chairs need to focus more on their role and we are therefore seeking a new Representative.
- This year at GLR we will recognize not only Academic Programs in existence 25 years or more, but also Internships and State Associations that meet that criterion. Therefore, please let me know of any Academic Programs, Internships, and State Associations celebrating anniversaries of 25 years or more so that they can be recognized.
- We will welcome AMTA 2016 to Ohio. If anyone is interested in being part of the local planning committee please contact me as soon as possible.

Respectfully submitted,

Larisa McHugh, MA, MT-BC President, GLR of AMTA

## **Past President's Report**

## Lisa Gallagher

### **Duties of the Immediate Past President include:**

- Act as Parliamentarian for the Executive Committee and General Business meetings of the GLR.
- Chair the Nominating Committee for elections.
- Update the Officer Handbook/Job Descriptions.
- Oversee requests for Membership Support and take to EC for consideration.
- Participate in Strategic Planning meetings and initiatives.

### **Action Items:**

### • Membership Support

- The GLR Membership Support Fund is to assist members in the region who may be experiencing temporary financial struggles. This assistance is intended to help GLR of AMTA members with paying AMTA membership dues or continuing education opportunities. Note; however, that a member may not receive Membership Support Funds from GLR of AMTA more often than once in a threeyear period.
- o No applications were received.
- o The application is on the GLR website in the Members Only section. It may also be found at the end of this newsletter (Page 32). Please encourage members who may need this type of assistance to complete the application and email it to me.

## • Nominating Committee

- o I served as the Chair of the Nominating Committee and received the nominations for Assembly Delegates at the GLR Conference last spring.
- Assembly of Delegate nominees submitted their statements of interest where were uploaded to the Members Only section of the GLR website.
- o Emails were sent out to all members encouraging them to read the statements, and later they were encouraged to utilize the Survey Monkey ballot to vote.
- Those elected to the Assembly of Delegates (2015-16) are listed on Page 3 of this newsletter.

## Past President's Report (continued)

o Alternates to the Assembly (2015-16) include:

Laura Brown	OH	Lee Anna Rasar	WI
Tanya Corso	OH	Jenni Rook	IL
Rebecca Findley	IN	Jan Schreibman	IN
Kamile Geist	OH	Holly Semro	MI
Allison Gunnink	IL	Bernadette Skodack	MI
Kellee Coviak Hansen	MI	Mary Stryck	WI
Jim Hiller	OH	Nancy Swanson	IL
Melissa Hirokawa	MN	Jeff Wolfe	IL

 At the GLR conference next spring I will be taking nominations for the elected officer (President Elect, Vice President Elect, Secretary, and Treasurer) positions.
 If you are interested in running, or if you know of anyone who might be interested in running, please contact me prior to the 2016 GLR Conference.

### Officer Handbook/Job Descriptions

- Many thanks to Tracy Richardson and Angie Snell for their previous work on the revisions and updates to the Job Descriptions; and for their support, guidance, and shining examples as former Past Presidents.
- As a Strategic Plan priority I have been working on this project. Revisions are almost complete on Job Descriptions for the Elected Officers, State Representatives, Appointed Officers, Standing Committee Representatives, and Assembly of Delegates members.
- Once completed they will be submitted to those in the current positions for their review and input, and final revisions will be made and submitted to the Board and the Strategic Planning Committee.

Respectfully submitted,

Lisa Gallagher, MA, MT-BC Immediate Past President, GLR of AMTA

## **President Elect's Report**

## **Debbie Bates**

The responsibilities of the President Elect include acting as chairperson of the Awards Committee, reviewing the Bylaws and proposing revisions as needed, and receiving and reviewing applications for Special Projects.

<u>Awards</u> – Each year the GLR presents the following awards; Honorary Life for long time dedication to the field of music therapy, Scholarly Activity for significant contributions to the knowledge base of the profession, and Service for outstanding service to the region. All three awards will be presented during the 2016 awards ceremony and recipients and their guests will be in attendance. Anyone may submit a nomination. The deadline is February 1, 2016.

**Bylaws** – No revisions to present at this time.

<u>Special Projects</u> – We have two types of Special Projects: the MUSE Fund (Musical instruments and supporting materials, clinical Services and Education) and the Research Fund. Application and descriptions of the funds are on the website and included at the end of this newsletter (Pages 33-35).

At this time, we have three applications to review: one for the Research Fund and two for the MUSE Fund. Proposals are in a folder in Dropbox for the Executive Board to review. Brief summaries are included at the end of this report.

As a reminder, at the 2015 GLR conference, three MUSE proposals were reviewed and two \$1500 awards were given. Special projects award recipients are asked to share the results of their projects. For the 2016 GLR conference, there will be a one-hour concurrent session during which both MUSE project winners will talk about their projects.

Respectfully submitted,

Debbie Bates, MMT, MT-BC President Elect, GLR of AMTA

## **Vice President's Report**

## Rebecca Findley

Over the past six months I have been working together with the VP Elect, Melaine Pohlman, to gather all of the information from previous conferences and put it together on google drive. This effort is being made to help Conference Co-Chairs not to feel too overwhelmed as well as create templates for them to use. So instead of having to recreate the wheel, we can give them a starting point and they can add their own creativity to the conference. We have also been working on updating the committee descriptions for committee co-chairs and creating a FAQ sheet for the Conference Chairs.

## GLR 2016 Indianapolis, IN April 14-17, 2016

Despite a few minor bumps, this conference is on track. They completed their call for papers at the end of October and the proposals are now being reviewed. They have chosen a registration app and are working on going live at the end of January.

Hotel: J.W. Marriott 10 South West St. Indianapolis, IN. 46204 1-317-860-5800

\$159/night: 1 King bed or 2 Queen beds per room.

### Shuttle service to/ from hotel:

• Alternate transportation: Royal Limo; fee: 45 USD (one way) reservation required

• Bus service, fee: 10 USD (one way)

• Estimated taxi fare: 50 USD (one way)

**Keynote:** Dr. Joanne Loewy, DA. LCAT, MT-BC Musical Bridges that Integrate Mind, Body, Spirit

For more information visit: http://glr-amta.org/2016conference



### GLR 2017 Milwaukee, WI March 14-19 2017

We are pleased to announce that the 2017 GLR conference will be held in Milwaukee, WI at the Crowne Plaza Hotel. The proposed theme is "Thirst for more...tap into your greatest potential"

Respectfully submitted,

Rebecca Findley, MM, MT-BC Vice President, GLR of AMTA

## **Illinois State Report**

Jenni Rook

### Membership:

128 total members

81 professional members

7 intern members

5 student members

2 student groups with a combined total of 41 student members

1 associate member

#### **Financials:**

IAMT is currently in good financial standing and our accounts are balanced with our bank account at \$8,748.72 and PayPal at \$3,829.65.

### **Programming and Continuing Education:**

We were honored to bring in Alan Turry for our Fall CMTE on September 26<sup>th</sup> and had a wonderful time learning more about the clinical applications of musical improvisation with guitar and piano. Thank you so much to the Julia S. Molloy Education Center for hosting our event, Sheila Arad, and music therapists, Marly Rychener-Hobson and Erin Santostefano, for your help getting the space set up and the use of several of your instruments.

## **Government Relations/State Recognition Task Force:**

Our state task force has been very busy recruiting names for professionals to serve on a Music Therapy Advisory Board since the passing of the Music Therapy Act in Illinois. Jill Kreoger from the Illinois Department of Financial and Professional Regulations (IDFPR) is currently reviewing all of the applicants for the Music Therapy Advisory Board, many of whom are music therapy advocates. Final selections for this board will be made in November and the two year term will begin in January. The Advisory Board will be examining the need for a music therapy license in Illinois.

### **Public Relations:**

IAMT will be represented at the IMEA conference in Peoria, IL, January 27-30. We recently purchased a new zip banner for marketing and advocacy events. The board hosted a summer social in Joliet in August for Illinois music therapists and their families. We had a great turnout for this potluck in the park.

## **Clinical Training:**

Currently we have thirteen approved internship sites in the state of Illinois. Two of those sites are University affiliated, eight are active, and three are inactive. It is a goal of IAMT to provide an increased number of internship locations within our state.

## Illinois State Report (continued)

Clinical Training Chair, Kimberly Peyton-Reyes has been compiling the feedback gathered from a survey sent out to all Illinois music therapists asking about the status of their internship sites, positive aspects of being an internship supervisor and concerns/hesitations with becoming an approve site. Music therapists have raised some concerns regarding the process of obtaining AMTA approval to become an internship site. Moving forward, the executive board wishes to create a small committee of people to address the concerns brought to light in the survey.

### Website:

Updates continue to be made to the website content and to help maintain the security of the website. The board was notified of some issues with ADA compliance. This is clearly an issue we want to address, but will be something that will take time and planning. It may require a complete overhaul of the website.

### **Student Affairs:**

The student retreat will be at Illinois State University this fall, and a tentative date has been set for February 20, 2016.

#### **Other Business:**

The Fair Salary Committee is in the process of analyzing the results of a survey sent out to all Illinois music therapists. A summary of the data collected was published in the most recent newsletter. 63 therapists responded to the survey, and the majority reported they feel they make a fair salary. The committee will be examining the data to see if there are any noteworthy correlations to report between earnings and other factors. The majority of respondents reported they would like to attend a training on how to advocate for a fair salary. The committee will be following up on this and other suggestions therapists provided in the survey

Congratulations to the newly elected officers for the 2016-2017 term!

President: Allison Gunnink Vice President: Deb Soszko Secretary: Adrienne Boni Treasurer: Meryl Brown

Respectfully submitted,

Jenni Rook, MT-BC, LCPC IAMT President



## **Indiana State Report**

## Morgan Sparks

### **Membership**

The Association for Indiana Music Therapy is currently conducting a membership drive to encourage current members and non-members to join for 2016. Membership dues are discounted by \$5 for anyone registering prior to January 1, 2016.

### **Past Meetings**

AIMT held our summer executive board meeting on August 8th at Opportunities for Positive Growth. The meeting was very productive with discussion about the upcoming Fall Meeting, how to better reach MT-BC's throughout the state, the 2016 GLR conference, and bylaw revisions.

The Fall Meeting was held September 12 at IUPUI and featured a presentation by Jan Schreibman titled, 'Ethical Considerations in Delivery of Compassionate Care,' a networking lunch, business meeting, and GLR conference committee planning time. During the business meeting, bylaw revisions were presented by Past President Lindsey Wright. A vote was sent out to the membership via Survey Monkey and all bylaw revisions were approved.

### **Clinical Training/Internships**

AIMT will soon be taking applications for our student scholarship. This is intended to aid students who might need financial assistance during their internship. The scholarship is available to any student in an Indiana music therapy program.

Indiana currently has five active national roster internship sites: Bi-County Services, Opportunities for Positive Growth, Meaningful Day Services, Season's Hospice, and State of the Heart Hospice. In addition, our state has five institutions educating future music therapists: Saint Mary of the Woods College, Indiana University Purdue University-Indianapolis, Indiana University Purdue University-Fort Wayne, University of Evansville, and, Indiana Wesleyan University.

#### **Public Relations**

AIMT hosted a social event on October 25th at Garfield Park in Indianapolis. The event was well attended with Indiana MT-BC's and their families enjoying a small cookout and socializing.

## Indiana State Report (continued)

### **State Task Force**

HB 1303, Registry of Certified Professions, a bill that the Indiana State Task Force followed closely during the 2014-2015 legislative session, passed. This bill establishes a procedure for individuals and existing licensing boards to apply to the professional licensing agency to allow qualified individuals to become state certified and be placed on the electronic registry of professions. Prohibits an individual who Is not state certified from using the title "state certified". We are currently awaiting additional information and guidance from our contact in order to find out the best way for us to proceed.

Respectfully submitted,

Morgan Sparks, MT-BC AIMT President



## Michigan State Report

## Kellee Coviak Hansen

### **Membership**

As of November 7, 2015, the 2015 MMT membership includes 53 professional members, 4 lifetime members, 50 student/intern members, and 1 patron member. In addition, there are active student groups at both Western Michigan and Eastern Michigan Universities. Our new membership chair, Alisha Snyder, created a new Google Form, so members will be able to complete their 2016 registration online through our website.

### Welcome

We would like to welcome Assistant Professor, Dr. Jennifer Fiore, and Clinical Faculty Specialist, Patricia Godoy, to Michigan! They both joined the faculty at Western Michigan University this fall.

### Fall Workshop

Our fall workshop was held on Sunday, October 25, 2015 at Eastern Michigan University. Pamela Buchkowski, MT-BC provided a wonderful presentation, *Hospice 101 & Beyond*, which focused on best practices in hospice, self-care, and documentation. The workshop also included organized networking activities and our fall MMT meeting. There were 71 in attendance, which included 22 professionals and 49 students.

#### **Elections**

We will be holding elections for our Executive Board this winter, with the new board beginning their term at our spring meeting. Our elected positions are President, Vice President, Secretary, and Treasurer. In addition, we are in the process of filling openings for two of our appointed positions: Newsletter Editor and Website Coordinator.

## Task Force Update

Following our Advocacy CMTE in March, we held a Hill Day at the Capitol in Lansing on Wednesday, April 22, 2015. We had 9 music therapists in attendance and we met with 12 separate legislators and/or their staff. We are monitoring a current bill pursuing midwife licensure, as well as continuing to educate our legislators about our field and decide the best course of action for music therapy recognition in Michigan.

### **GLR 2018**

We are looking forward to hosting the GLR 2018 Conference in Michigan. Conference cochairs are Kellee Hansen, Laurel Rosen-Weatherford, and Bernadette Skodack.

Respectfully submitted,

Kellee Coviak Hansen, MT-BC MMT President



## Minnesota State Report

## Jessica De Villers

### Membership:

MTAM has approximately 70 members, including 9 students. The decrease in members this year possibly resulted from not hosting a spring MTAM conference.

#### **Elections:**

MTAM elections were held in August. The new board will begin in January 2016. MTAM's newly elected executive board members are:

- > President: Claire Klein
- > President-Elect: Michelle Sieben
- Past President: Jessica De Villers
- Vice President: Kendri Scarborough
- > Secretary: Melissa Henntges
- > Treasurer: Jill Johnson
- Public Relations: Jen Hicks

Appointed positions will be announced in January when the new board meets.

### **State Conferences 2015:**

- > GLR REGIONAL HOST in the spring, April 8-12, Depot Hotel, Minneapolis. MTAM did not have a spring state conference because of this large event.
- > Saturday, September 19th, 2015. Counseling Skills for Music Therapists with Dr. Russell Hilliard. 6 CMTE's earned by attendees.
- > MTAM was audited by CBMT for the 5 year renewal application. HURRAY! MTAM was approved to provide another 5 years of continuing education CMTE opportunities to members.

## Scholarships:

Scholarships were increased this year for members/students for nearly year round, month activity. Some of these include CMTE's, conference attendance, educational advancement, instrument purchase, intern stipend increase. We gave out several of these scholarships throughout the year to professional and student members.

Many applicants were submitted for the Terry McCoss Student Internship Scholarship. This Fall the MTAM executive board chose to award 2 scholarships due to the increase in number of applications we received. We awarded one scholarship in the spring.

## Minnesota State Report (continued)

### **Other Business:**

The Better than Karaoke band & MTAM hosted benefit for Brian Satterlee, one of our MTAM music therapists. Brian was in a car accident this spring as a result of a seizure he had. Upon further treatment, it was discovered he had a brain tumor. He is continuing to have great progress. Brian has a wonderful spirit and positive attitude in his recovery. We had a great turnout that night and wonderful support for Brian and his family from our MT community.

The executive board finalized work this fall on a new mission statement and vision for MTAM. We will have this ready for our spring conference to propose at the business meeting to membership for discussion and voting.

### 2015 Legislative Session Summary:

This legislative session we focused on getting licensure legislation drafted with appropriate language changes to: (a) match the new AMTA/CBMT Scope of Music Therapy Practice (2015), (b) address what we learned last year about Minnesota-specific language, (c) address concerns brought forth from other professions during the last legislative session, and (d) most accurately represent our profession and best protect our clients.

- > Two bills were introduced May 16, 2015. The Senate bill, SF 2197, was authored by Senator John Hoffman. Senator Hoffman authored the 2014 bill that added music therapists to the teacher bargaining unit and was honored at the 2015 GLR conference. Representative Jerry Newton introduced the partner bill, HF 2366, in the House. Senator Hoffman and Representative Newton are both new chief authors.
- Co-authors have not been added to the bill at this time. However, Representatives Carlson, Halverson, Lien, and Selcer; and Senator Rosen expressed willingness to do so during the 2015 legislative session.
- > Both bills were introduced prior to the adjournment of the 2015 session, and will be carried over to the 2016 session. Given this timing, we are hopeful that the committee hearing process will occur in early 2016.
- > The MTAM website will be updated with current advocacy materials to help educate the public on the action of the government relations task force and these two bills.
- The government relations task force will be reaching out to the MN music therapy community for calls to action to assist with government relations and advocacy throughout the coming year.

Respectfully submitted,

Jessica De Villers, MA, MT-BC MTAM President



## **Ohio State Report**

## Tanya Corso

- Hill Day was held on September 24, 2015. Ohio HB 184 is still sitting in the Commerce and Labor Committee and Dwyer and Tanya are working to set up a conference call with the committee chair to see what we can do to restart committee hearings.
- A survey for Ohio music therapists to prepare for June strategic planning meeting for the
  executive committee. EC met and discussed several ideas for where AOMT is and where
  we'd like to be in one year. Many of the following items are a result of the survey
  responses.
- AOMT is now offering 2 annual conference scholarships for professionals (\$100 for GLR and \$400 for AOMT) in addition to the 2 internship scholarships. See the website for details.
- AOMT is working to set up regional networking events for AOMT members in response to requests from the survey. If you are interested in helping in your region, please email president@aomt.org.
- September 25-26, 2015 brought the State Conference, which was held in Worthington (on the Northside of Columbus). We had a record number of attendees with over 150 students and professionals, 2 free CMTEs and a total of 11 possible preapproved CMTE credits.
- AOMT now has a professional banner and AOMT brochures available for members to use at various advocacy events. Contact pr@aomt.org for more information.
- AOMT.org has been updated and now features online registration for membership, conferences and CMTEs. A member's only section will be coming in November and will house job postings, PR materials and other membership perks.
- We have several open job postings on our website currently! Spread the word.
- Ohio maintains 12 active national roster internship sites.
- Membership Drive for 2016 is underway. You can join and pay online now for 2016.

Respectfully submitted,

Tanya Corso, MT-BC AOMT President



## **Wisconsin State Report**

## **Alexis Graff**

**Bylaws** – We have taken steps to amend current sections of the bylaws. The amendment is due to the addition of the Fundraiser Chairperson position being added. An email was sent to current members of WCMT to review the bylaws prior to the voting of the changes at our October 17, 2015.

Continuing Education —On October 17, 2015, a CMTE was held in Madison entitled "Innovations in Music Therapy Interventions." This CMTE was presented by Laurie Farnan, it was a diverse program covering several topic areas with innovative ideas for development of effective intervention strategies. Multi-sensory stimulation and processing techniques including tours of black light room with glowing instruments were on the agenda along with covering strategies for using current popular music (Grammy tunes) in goal based session planning.

There was also a change in chair members for the Continuing Education position. Sara Devine, due to wonderful life events needed to resign her position. Rachel Miller was appointed the new Continuing Education.

Government Relations – An email was sent to current WCMT members to inform them of some of the proposed major changes to Long-Term Support such as IRIS and Family Care. Governor Scott Walker's budget proposal would cut IRIS, a long-term care option for people with disabilities and the elderly, and change how Family Care is implemented. These programs would no longer be a part of the Department of Health, but rather fall under the Office of the Commissioner of Insurance. This implementation would change the focus from being quality of life/self-directed model to a more medical necessity model. This change could lead to a great impact on the opportunities of consumers accessing music therapy services.

**Archives** – Student help has been utilized to scan newspaper articles and pertinent information into our Dropbox account. The goal is to digitize our archives and eliminate the boxes of paper archives.

Conference 2017 – GLR Conference will be held at the Crowne Plaza in Milwaukee.

**Potential Candidates for 2016** - We have compiled a list of nominees to run on our ballot, but are still in need of filling our Vice President position.

Respectfully submitted,

Alexis Graff, MT-BC WCMT President

## **Student Affairs Advisory Board Report**

Ellen Antes & Jeffrey Wolfe

- A new website was created to improve appearances and ease of navigation. The website is http://www.glramtas.weebly.com
- A new project, the Podcast Project, will provide student-led podcasts to music therapy students in the Great Lakes Region each month.

  <a href="http://glramtas.weebly.com/podcasts.html">http://glramtas.weebly.com/podcasts.html</a></a>
- The "M.Y. Musician's Project" has been updated and is now called the "Gift of Music Grant," formerly." The focus of this \$400 grant is now to aid a private music therapy practice in need of funding. The application deadline is January 4th, 2016. More information can be found here: <a href="http://glramtas.weebly.com/scholarships.html">http://glramtas.weebly.com/scholarships.html</a>, and the application may be found at the end of this newsletter (Pages 36-38).
- Passages will take place at GLR-Conference in Indianapolis on Thursday April 14, 2016. The Call for Papers is being made mid-October with a deadline of February 1st, 2016. A keynote speaker has yet to be determined.
- One continuing project is the "Advocacy Project," a scholarship encouraging students to share their advocacy ideas and projects with other students in the region. Another continuing project is the CD Project, which over the course of two years will attempt to gather student-composed music therapy repertoire.
- The GLR AMTAS executive board has developed a new logo and new products to be sold online and at the GLR AMTAS. This will be the organization's main source of fundraising for the year. The information will go on the website as soon as products and prices are finalized.
- The GLR AMTAS executive board continues to provide the GLR schools with up-to-date communication through paper and video, monthly newsletters. This has been a group effort by the GLR AMTAS board and should be commended for their creativity. View them at <a href="http://glramtas.weebly.com/newsletters.html">http://glramtas.weebly.com/newsletters.html</a> now!

Respectfully submitted,

Ellen Antes GLR AMTAS President Jeffrey Wolfe, MT-BC GLR AMTA Student Advisor



## **Website Report**

## Julie Palmieri

I encourage you to visit the GLR website at glr-amta.org. Please continue to visit the website to get your most up-to-date information on conferences, news, events, job listings, and members only information in the Great Lakes Region.

If you have something that you would like to contribute to the website, please feel free to fill out the contact form directly on the website.

We are continuing to interact with our GLR music therapists on social media, as well. We have over 700 music therapists and supporters connected on our Facebook page, and we are Twittering away @GLRAMTA with 400+ followers.

See you online at www.GLR-AMTA.org!

Respectfully submitted,

Julie A. Palmieri, MM, MT-BC Great Lakes Region Website Coordinator

## **Academic Program Approval Report**

Lalene Kay

## **Completed tasks:**

13 School Reviews (representing 20 degrees re-approved (6 Bachelors, 5 Masters) new programs (2 Bachelors, 3 Masters)

6 Ongoing reviews (degrees, not schools)

### **Anticipated /Planned Work:**

12 re-approval applications are due by June 1, 2016

Bachelors and Masters new program applications anticipated – can be submitted anytime

### New Program Approvals: December 2014 - June 2015

**Belmont University, TN**BM, Music Therapy
Oral Roberts University, OK
BM, Music Therapy

Berklee College of Music, MA

Master's of Arts in Music Therapy

Master's of Arts in Music Therapy (Distance

Learning)

Lesley University, MA Master's of Arts in Expressive Therapies: Music

Therapy with a Specialization in Mental Health

Counseling, Low Residency program

## **Highlights:**

A significant number of hours have been spent in the AMTA 2015 meetings updating forms for new program applications and re-approval applications (Bachelors and Masters) and a there is continued discussion concerning the Equivalency program and its relationship to the Bachelors and Masters programs.

Short report but it represents hours of work on the part of each APAC committee member. This committee is awesome and totally committed to the tasks before them.

Respectfully submitted,

Lalene DyShere Kay, M.M., ACC, MT-BC Great Lakes Region Representative to the APAC

## **Association Internship Approval Report** Kay Luedtke – Smith

- Two new internship sites in the GLR this year
   Marwood Nursing & Rehab, MI Suzanne Jackson, Internship Director
   Milwaukee Center for Independence, WI Andrew Neary, Internship Director
- One site closed
   Lighthouse Neurological Rehab Center, MI
- One site reactivated
   Music Therapy Services of Waukesha County, LLC, WI
- One site is inactive Northshore University Health System, IL
- Six sites have new Internship Directors

Advocate Children's Hospital, IL Kara Ryan, Internship Director Cincinnati Children's Hospital Medical Center, OH Kathryn Yeager, Internship Director

Helping Hands Center, IL Beth Malouf, Internship Director Milwaukee County Behavioral Health, WI Mary Mangi, Internship Director Opportunities for Positive Growth, IN Lindsey Wright, Internship Director Woodbury Health Care Center, MN Erin Knutson, Internship Director

- There are two new Supervising MT's in our region
- Received notification of 19 interns acceptance letters and 29 site evaluations both numbers down slightly from 2014
- Presented the Internship Supervision CMTE during the GLR conference in Minneapolis 26 people attended
- Co-facilitated the Educators and Internship Directors Roundtable with Lalene Kay MM,ACC, MT-BC at the GLR conference in Minneapolis, April 2015

## $Association \ Internship \ Approval \ Report \ ({\tt continued})$

# GREAT LAKES REGION NATIONAL ROSTER INTERNSHIP SITES AS OF NOVEMBER 2015

## **ACTIVE SITES**

Illinois	Indiana	Michigan	Minnesota	Ohio	Wisconsin	Total
7	6	3	6	11	7	40

## **INACTIVE SITES**

Illinois	Indiana	Michigan	Minnesota	Ohio	Wisconsin	Total
4	1	1	1	2	-	9

Respectfully submitted,

Kay Luedtke-Smith, MT-BC GLR Representative to the AMTA AIAC

## Clinical Practice Networking Report Lee Anna Rasar

- 1. The Board of Directors has approved revisions to our committee name, goal and tasks. Our revised name, the "Clinical Practice Networking Committee" reflects the scope of our work to promote networking across a broad range of practice settings, populations and specialty topics of focus.
- 2. We held a successful Clinical Practice Networking Luncheon for professionals and students yesterday, with a broad array of topic areas, including two new areas directly requested by members (music psychotherapy and spirituality).
- 3. Committee representatives continue to expand networking opportunities by organizing and supporting networking events at regional conferences.
- 4. In line with our revised tasks, we will also begin to identify various structures that enable mentoring for music therapists working with a broad range of populations and promote the dissemination of such information to members.

Contact Lee Anna Rasar at rasarla@uwec.edu with any other ideas or resources you have regarding networking and mentoring.

Respectfully submitted,

Lee Anna Rasar, MMEd, MT-BC GLR Representative to the AMTA Clinical Practice Networking Committee

## **Continuing Education Report**

## Nichole Durni

- GLR 2015 Conference was in Minneapolis, MN and offered 2 institutes and 14 CMTE courses
- GLR 2016 Conference to be held at the JW Marriott in Indianapolis, Indiana from April 10-17.
- Throughout the Great Lakes Region **8** CMTE courses were offered in 2015:
  - Music & Neuroscience (16 CMTE credits) Instructor: Elizabeth Stegemöller, PhD.,
     MT-BC on 2/14-15/2015 co-sponsored by Alverno
  - Enhancing Your Online Presence: Tools for Music Therapists (3 CMTE credits)
     Instructor: Julie A. Palmieri, MM, MT-BC on 3/28/2015 co-sponsored by AIMT
  - Songwriting Across Populations (3 CMTE credits) Instructor: Rebecca Findley, MM, MT-BC on 3/28/2015 co-sponsored by AIMT
  - o 7<sup>th</sup> Biennial Wisconsin Hill Day (7 CMTE credits) Instructor: Nancy A. Dexter-Schabow, MMT, MT-BC, WMTR on 4/22/2015 co-sponsored by WCMT
  - o Improvisation Liberation: Freeing the Voice Through Popular Song (5 CMTE credits) Instructor: Sharon Boyle, MM, MT-BC on 6/20/2015 co-sponsored by AOMT
  - Ethical Considerations in Delivery of Compassionate Care (3 CMTE credits)
     Instructor: Jan Schreibman, MM, MT-BC, CCLS on 9/12/2015 co-sponsored by AIMT
  - The Fourth Annual Music & Medicine Conference (5 CMTE credits) Instructors: Brandon Ally, PhD; Barry Bittman, MD; Ray Hellmann, MD; Dina Hanks; Steve Copeland, D.Min.; Jesse Knuckles; Brian Schreck, MA, MT-BC; Elizabeth Harman, MMT, MT-BC; Kathryn Bruno, MT-BC; Caleb Hastings, MT-BC, NMT; Deborah Benkovitz, LSW, MSW, MT-BC; Jennifer Seley, MA, MT-BC, CCLS on 9/25/2015 co-sponsored by the Cincinnati Music & Wellness Coalition
  - o Innovations in Music Therapy Interventions (8 CMTE credits) Instructor: Laurie A. Farnan, MMT, MT-BC, WMTR on 10/17/2015 co-sponsored by WCMT

## **Continuing Education Report** (continued)

As the GLR Continuing Education Chair I will be available during the conference via phone and stay informed and up to date concerning the various Continuing Education Committee meetings in Kansas City.

This year GLR successfully renewed their provider status.

This will be my last AMTA conference as GLR Continuing Education Committee Chair. Kristen Lueck has volunteered to be the next GLR CECC. Kristen and I will meet at this AMTA conference to ensure for as smooth a transition as possible. Thank you for the opportunity to serve!

For information concerning offering an approved CMTE with GLR please contact Nikki Durni at <a href="mailto:nikkidurni29@gmail.com">nikkidurni29@gmail.com</a> or 608-723-2113 ext. 137 or 608-386-8028(cell).

Respectfully submitted,

Nichole Durni, MT-BC GLR Continuing Education Committee Chair

## **GLR-AMTA Mentoring Program FAQ's**

## • "What is the GLR-AMTA Mentoring Program?"

It is a free program for GLR-AMTA members by members to support growth and development across a range of professional domain areas. GLR-AMTA mentors are members who meet program criteria, including the completion of a 5 hour CMTE mentor training sponsored by the region. Mentees are regional members who self-select a mentor through the process outlined on the GLR-AMTA website.

### • "What is a mentor?"

"Mentoring is defined as a long-term developmental relationship between a junior, less-experienced individual and a senior, more experienced individual across occupational, educational and psychosocial domain areas. They may be assigned or self-selected" (Kram, 1983 & 1985).

## "How is mentoring different than supervision?"

A Supervisory relationship is hierarchical and evaluative in nature. Supervisors are responsible to clients first. A mentor establishes an equal relationship where the mentee's interests and concerns are the priority.

### and... "What is the benefit?"

A GLR-AMTA mentor provides a mentee with a supportive ally from within the region who specializes in an area of interest to the mentee. The mentor provides a non-bias caring relationship, which supports personal and professional growth, leading to development in skill.

#### **Professionals:**

- "I've been in the field for several years, why do I need mentoring?"
  Only you can determine whether having a mentor is right for you. According to research, benefits may include
  - support and guidance,
  - assistance in defining career aspirations and support to reach these, goals such as connecting the mentee with relevant resources,
  - tools to set new professional goals,
  - self-care tips to prevent burnout,
  - an increase in positive self-image and confidence through acceptance, and confirmation of abilities,
  - a reduction in stress by addressing uncertainty (Falzarano, Zipp, & Pinto, 2012)

## GLR-AMTA Mentoring Program FAQ's (continued)

### **Students/Interns:**

- "I have my professor/internship director; do I also need a mentor?"

  These relationships are often time-limited, and are based on preparing the student/intern for the profession with the necessary skills. A mentor may help the mentee learn the "ropes" in a profession and support their decisions through non-judgmental feedback.
- "What are the ethical considerations of the program?"
  All board-certified music therapists who participate in the GLR-AMTA Mentoring Program are expected to abide by the AMTA Code of Ethics. Because Mentoring is not therapy, HIPPA standards do not apply. Mentors and Mentees are expected to respect confidentiality, maintain copies of the Mentor-Mentee agreement, and provide periodic feedback to the region for ongoing assessment and quality management of the program.
- "How can I mentor someone else?"
  You can become a mentor if you feel called to give back to the profession. All mentors:
  - o are volunteers who are GLR-AMTA members and have been a professional board certified music therapist for a minimum of 2 years,
  - o are able to document expertise in the area in which they intend to mentor,
  - o have completed the GLR-AMTA Mentor application process,
  - o once accepted, have completed a GLR-AMTA-sponsored 5-hour mentor training according to the national mentoring program standards.
- "How soon can I expect the program to begin?"

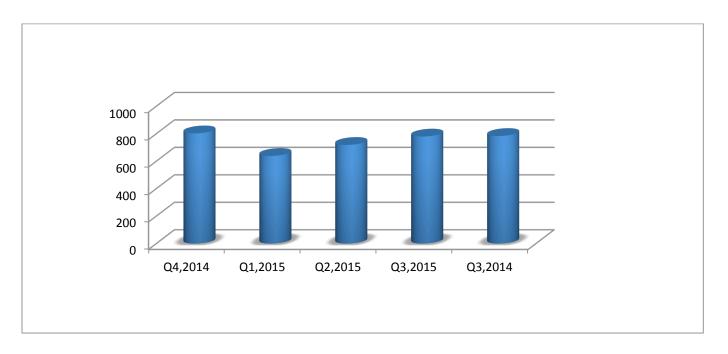
  The GLR-AMTA aims to begin a pilot program starting in January 2016. The information from this pilot will be analyzed and evaluated to determine any necessary changes to shape the program going forward. The GLR-AMTA is currently seeking inaugural mentees to help pilot the program. Watch for the January roll-out at <a href="https://www.glr-amta.org">www.glr-amta.org</a>. Direct your questions to the region through the GLR-AMTA website.

**Mentor:** One who holds another in the mind and acts mindfully on behalf of or in benefit of another.



## **Membership Report**

## Rachael Lawrence-Lupton



 $4^{th}$  quarter (2014) = 802 1st quarter (2015) = 638 $2^{\text{nd}}$  quarter (2015) = 718  $3^{\text{rd}}$  quarter (2015) = 779  $3^{\text{rd}}$  quarter (2014) = 783

 $3^{rd}$  quarter (2015) new members = 57 Grad Student- 4 Professional- 30 Student-23

3<sup>rd</sup> quarter membership category totals:

Affiliate- 4 Associate- 3 Grad Student- 80 Honorary Life- 10 Inactive- 1 Life- 1 Patron- 0 Professional- 466 Retired-7 Student-207

Respectfully submitted,

Rachael Lawrence-Lupton, MA, MT-BC GLR-AMTA Membership Committee Representative

## Workforce Development & Retention Report Laura Brown

The Workforce Development and Retention Committee hosted a free CMTE at national conference, Professional Supervision: Why It's Important and How You Can Get It. The CMTE was well attended and full of wonderful presentations from professionals across the country.

The committee received and reviewed new tasks from AMTA. The committee will be working closely with community colleges and high schools to increase the visibility of music therapy as a career option. We will also support a high school track for students to attend a portion of each regional and national conference. The committee plans to explore working with the affiliate relations and membership committees to explore retention plans in other professions and to develop ideas to increase retention in music therapy.

Part of the information gathering regarding retention in music therapy will include a survey option as well as online group chat sessions hosted throughout the year. Information about these ideas will be dispersed via e-mail and social media.

Respectfully submitted,

Laura Brown, PhD, MT-BC Workforce Development and Retention Committee Member

#### **Application for Membership Support**

The mission of the GLR of AMTA is to advance and support the mission of the American Music Therapy Association on the regional level and to serve GLR-AMTA members. The Executive Committee of GLR of AMTA has created a Membership Support fund to assist members in the region who may be experiencing temporary financial struggles. This assistance is intended to help GLR of AMTA members with paying AMTA membership dues or continuing education opportunities. Please note that a member may not receive Membership Support funds from GLR of AMTA more often than once in a three year period.

#### Procedure and Timeline:

- 1. Complete this application.
- 2. Submit to the current Past President of GLR of AMTA. You may submit an application at any point during the year.
- 3. Applications will be considered by the Executive Committee at the national conference (October/November) or regional conference (March/April), immediately following the application.
- 4. In some cases applicants cannot wait for the next conference to receive a decision, due to impending deadlines (e.g., CMTE registration). Applications marked "Time Sensitive" (see below) which arrive between conferences, will be considered as soon as possible, via phone conference or electronic means.
- 5. Applicants will be notified within one week after the application is voted upon by the Executive Committee.

Name:			_
Address:			_
 Email:			_
Phone:			_
I am requesting Membership Suppo AMTA Membership Continuing Educatio	Dues (for the year	•	
Please provide a detailed description limit your response to space provide		elp you meet professional responsi	bilities and goals. Please
Amount Requested:	Time Sensitive	re? (circle one) Yes/no	
If your request is time-sensitive, plo	ease explain why it is time so	ensitive and provide the date the fi	unds are needed

## **Special Projects**

Special Projects is a mechanism established by the Great Lakes Region for members to support clinical projects, research projects, or committee-related projects. Funding is available in two categories: the MUSE Fund (MUsical Instruments and supporting materials, clinical Services, Education) and the Research Fund. Each fund has a specific purpose, protocol, and eligibility requirements.

The MUSE fund is intended to support the needs of clinicians, the clinical use of music therapy within the CBMT Scope of Practice, AMTA Standards of Clinical Practice, and within the boundaries of the Professional Competencies of music therapists, and the advancement of GLR. Members of the GLR, including student members, can apply for funds to support the clinical use of music therapy including the purchase of musical instruments and supporting materials, the clinical training of the music therapist, clinical services of a music therapist, or one-time committee-related projects. The outcomes of projects supported by the MUSE fund are to be *clinical* or *professional* in nature. Data collection related to projects funded by MUSE is to be for the express purpose of enhancing the quality of music therapy service for the *client* or for advancement of the music therapy *profession* and not intended for research. Should data be collected for the purpose of presentation or publication, applicants should apply for Research funds.

Applicants are encouraged to apply for the MUSE funds to support various aspects clinical practice and professional life as a music therapist. Examples of materials, education, and services include but are not limited to the following items: drums, iPad, Orff instruments, sign language course, fees for a clinical music therapist, parachute, one-time committee travel expenses, etc. Within the application, it should be made clear how the funds would be used and how the practice of music therapy would be enhanced by the funds.

Members interested in conducting music therapy research are encouraged to apply for the Research fund. Projects that are considered to be research are those that collect various types of data for the purpose of answering a research question that may or may not directly impact a specific client. These include master's theses, dissertations, and other studies where publication or presentation is the

desired format for distributing results. All applicants proposing research involving human participants must have clearance by to an Institutional Review Board (IRB) or Human Subjects Review Board (HSRB). The GLR Executive Board will consider only those research proposals that have such a mechanism in place for protection of human participants. Research that is approved by the GLR Executive Board will receive funding only after the applicant/researcher provides written proof of IRB/HSRB approval.

Research funding can be used to cover expenses related to research including but not limited to the following areas: travel costs, materials, testing measures, computer time, analysis support, instruments, clinical services for another music therapist, etc. Stipends for the primary researcher are not the purpose of this fund, but will be considered in conjunction with other expenses and funding sources.

Applications for either fund are due to the President Elect 30 days before the conference (GLR or AMTA) during which they will be considered. One project can be funded at the annual AMTA Conference, and one project may be funded at the GLR Regional Conference. If no project is funded at the AMTA Conference, then, two projects may be funded at the GLR regional conference. Each project, regardless of the type, that is approved by the Executive Committee will be funded at an amount up to \$1,500.

## **SUBMISSION PROCESS:**

- 1. Complete Special Projects Fund Application (on the next page) and use it as a guide in creating your proposal.
- 2. **Submit completed cover letter with your full proposal.** Submit to the GLR President-Elect at least 30 days before a GLR or AMTA conference.
- 3. **Submit a** *separate document* **for blind review.** In this copy, please do NOT include the cover letter. Also, please remove any identifying information (name of music therapists, facility name, city, etc.) from the proposal. Submit to the GLR President Elect at least 30 days before a GLR or AMTA conference. This is the copy that will be shared with the GLR Executive Board members; discussion and voting will take place during the GLR Executive Board meeting at the next conference (GLR or AMTA).
- 4. Applicants will be notified within 30 days after a GLR or AMTA conference regarding the GLR Executive Board's decision.

DEADLINE FOR APPLICATIONS: 30 days before GLR or AMTA conference.

Date:

Signature:

### **Special Projects Fund Application**

Special Projects is a mechanism by the Great Lakes Region for members to support clinical projects, research projects or committee-related projects. Funding has been used to cover some expenses related to travel costs, materials, testing measures, or computer time. Funding is typically not approved for stipends. Funding is available in two categories: the MUSE Fund (Musical Instruments and supporting materials, clinical Services, Education) and the Research Fund. Each fund has a specific purpose, protocol, and eligibility requirements. Persons interested in any type of research or conducting a project directly related to clinical practice are encouraged to apply.

supporting materials, clinical Services, Education) and the Research Fund. Each fund has a specific purpose, protocol, and eligir requirements. Persons interested in any type of research or conducting a project directly related to clinical practice are encourage apply.
Please complete the following information and submit with your formal request for funding:
Name:
Address, City, State, Zip:
Phone Number:
Email:
Title of Project:
Which Fund Applying For: • MUSE Fund• Research Fund
Name of Agency in which Project Funds will be used:
Please provide the details about the project on a separate page with a limit of three pages in total, including:
· Statement of need
· Detailed explanation of the project
· Project design
· Breakdown of funds request
• Timelines
· How you will share outcome information with the membership
· Other information that you feel supports the need for the funding request.
All materials must be submitted to the President-Elect within 30 days of the GLR or AMTA Conference. Questions concerning Special Projects should be directed to the President-Elect of the GLR.



"The Gift of Music" Grant provides funding for a private practice. One private practice will receive up to \$400 in instruments and equipment. Nominated private practices must follow the "Criteria for Eligibility" below to receive the grant. All submissions will be reviewed by Executive Board members of the Great Lakes Region American Music Therapy Association of Students (GLR AMTAS), and the recipient will be chosen upon group consensus. Your affiliation with the nominated private practice will not affect the decision process. The grant recipient will receive the grant by mail. If you have any questions concerning the grant or the application process, please contact the Executive Board at the email address provided: <a href="mailto:glr.amtas@gmail.com">glr.amtas@gmail.com</a>.

### Nominations are due by:

Criteria for Eligibility:

- ✓ The practice is a private practice
- ✓ The owner of the private practice must be a practicing MT-BC
- ✓ The private practice is in the Great Lakes Region: Indiana, Illinois, Michigan, Minnesota, Ohio, or Wisconsin
- $\checkmark$  The private practice has not previously received money from this grant

Please include at least <u>one letter of recommendation</u> when you submit your application. You may submit additional materials such as videos, news clippings, letter, etc. You may submit your application online or as a hard copy.

Email to: <a href="mailto:glr.amtas@gmail.com">glr.amtas@gmail.com</a>
Mail to:

roi executive board ose only: Date Received: Application Decision:	For Executive Board Use Only:	Date Received:	Application Decision:
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## The Gift of Music Grant Application

Nominee's Information:		
Name:		DI.
Email:		Phone:
Relation to nominated private pr	actice:	
<b>Nominated Private Practice's I</b> Full name:		
Address (Street, City, State, Zip):		
Website:		
Phone:		
Year the private practice was est	ablished:	
Music Therapist's Information  Music therapist's name:  Therapist's contact information:		
Phone:		
Email:		
	keep responses to a maxir	**************************************
		, , , ,
Provide a brief description regar	ding the work the private	practice does:
For Executive Board Use Only:	Date Received:	Application Decision:

What instruments, equipment, etc	:. is the private practice	in need of? Please be as specific as possible.
Why do you feel the private practi	ce nominated above des	serves this grant?
********	********	***************
For Executive Board Use Only:	Date Received:	Application Decision: