**TMA FOUNDATION Family of Funds**

**Application Instructions for**

**The TMAF Medical Student Scholarship and Grant Trust Fund of
Dr. Roberto J. and Agniela (Annie) M. Bayardo**

Funding Guidelines/Recipient Requirements

* Individuals eligible for scholarship support from The TMAF Medical Student Scholarship and Grant Trust Fund of Dr. Roberto J. and Agniela (Annie) M. Bayardo (referred to as the “Fund” in this document) must have been accepted to or be currently attending a Texas medical school; and
* Scholarship funds approved by TMAF are administered annually by TMA county medical societies and TMA Alliance chapters that have an established medical student scholarship program, referred to in this document as “Qualified CMS/CMSAs.” Qualified CMS/CMSAs may request scholarship funds through a TMAF application process; thus a Qualified CMS/CMSA is referred to in this document as an applicant.
* Applications are reviewed and acted on by the TMAF Board of Trustees. Scholarships are awarded on a matching basis, meaning that scholarships awarded from the Fund will match, up to $5,000, the amount of a single scholarship provided by the Qualified CMS/CMSA.

Application Requirements ([Download Forms](https://www.texmed.org/uploadedFiles/Current/2016_About_TMA/Related_Organizations/TMA_Foundation/TMAF_Grants_and_Awards/TMAF%20Medical%20Student%20Scholarship%20Request%20Form%20A%20and%20B.docx))

1. Applicant Information
2. Guidelines for Funding Agreement
3. Scholarship Evaluation Guidelines used by the CMS/CMSA applicant to select recipients (Please attach using separate sheet)

Deadlines and Grant Distribution Process

* Grant requests (A,B, and C) must be received via email as a WORD document in the TMA Foundation office, 401 West 15th Street, Suite 100, Austin Texas, 78701, by March 31; **DEADLINE EXTENDED: APRIL 10, 2020!**
* The TMA Board will act on requests at its annual meeting (typically held in late April or early to mid-May) and notification will be provided to the applicant with a week of such meeting;
* Approved funds will be available for distribution within two to three weeks following approval and signing of the TMAF Grant Contract by the applicant.

Reporting

* A final report must be filed with TMAF (to be provided by TMAF);
* Funding received from TMAF must be used only for the purposes stated in the approved request and any unexpended funds must be returned to TMAF.