



## UKEDC Scholarships: Application and Approval Procedures

1. The UKEDC Scholarships provide funding for dancers who intend to compete in any Equality Dancesport competition including, but not limited to events run under UKEDC, ESSDA (European Same Sex Dance Association), IFSSDA (International Federation of Same Sex Dance Associations) or similar rules.
2. The UKEDC Scholarship Approval Panel (the Panel) shall consist of three persons all of whom shall be voting members of the UKEDC Committee. The Panel will appoint one Panel member to be the Panel Chair. The Panel's recommendations shall be presented to UKEDC Committee for approval. In the event that the members of the Panel are unable to fulfil their roles on the Panel, including conflicts of interest, other members of the UKEDC Committee may be appointed in their stead.
3. Prior to each AGM the UKEDC Committee shall determine the number and amount of scholarships to be available and awarded within 12 months following the AGM. This shall take into account the surplus/deficit made in the previous year as well as the UKEDCs balance sheet position. The number and amounts of the scholarships shall be announced at the AGM, but may be amended by the Committee during the year as the Committee deems appropriate. For the first year in which the scholarships will be awarded, the amount is set at £250 per scholarship.
4. The deadline for submitting an application shall ideally be no earlier than forty-five (45) days after the date of the AGM. All applications must be completed and submitted no later than the deadline announced by the Panel. Late applications may be considered under certain circumstances. If there are insufficient applications of an appropriate quality to use all the funding available, the Committee may hold a second round of scholarship funding applications later in the year.
5. Former scholarship recipients may apply again, but priority will be given to applicants applying for the first time.
6. Applicants must be eligible for Ordinary Membership of the UKEDC and must meet all qualifications for scholarship as listed on the UKEDC Scholarship Application.
7. The Panel Chair shall notify each applicant via e-mail in a timely manner that the application has been received and is being considered for approval.
8. The Panel Chair will share copies of each application with each member of the Panel within 15 days, asking for a review and recommendation within the next 15 days.
9. The UKEDC Committee will vote on the recommendations of the Panel and a simple majority is required to approve the recommendations. Committee Members with conflicts of interest should abstain. Members who abstain or vote 'no' are not required to give reasons. Voting should take place at the latest ideally forty-five (45) days after the deadline for applications. Scholarships applicants must be informed in a timely manner by the Panel Chair of any changes to this timeframe. Voting may take place either at a Committee meeting or via an email vote if no Committee meeting is schedule within the timeframe for the Scholarship to be awarded.
10. Upon completion of the procedure for approval (or disapproval) and verification of available funds, the Panel Chair shall immediately notify each applicant via e-mail.
11. Once the Panel Chair is reasonable certain that an approved applicant is in a position to carry out the activities listed in their application e.g. is likely to attend and participate at their chosen event, the

approved scholarship will be distributed by the UKEDC's Treasurer. By agreement with the applicant this may be a direct payment to the applicant or preferably to directly settle costs referred to by the applicant in their application – e.g. to pay dance teachers/coaches, hotel fees, travel. If the applicant does not carry out the activities specified in their application, such as participating in a particular competition, the Committee reserves the right to withdraw the scholarship. The decision on whether or not to withdraw the Scholarship shall take into account the applicant's personal circumstances and the reasons they did not carry out the activities as intended.

12. The payment of any awarded scholarship monies shall be reported by the Treasurer and recorded in the Minutes at the following meeting of the UKEDC Committee

13. The UKEDC Treasurer shall maintain a confidential list of all persons awarded a UKEDC Scholarship, including name of applicant and date of the event.