UKEDC Scholarships: Application and Approval Procedures

1. The UKEDC Scholarships provide funding for dancers who intend to compete as couple in any Equality Dancesport including, but not limited to events run under UKEDC, ESSDA or similar rules.

2. The UKEDC Scholarship Approval Committee shall consist of three persons: the [Chair, Vice-Chair, and Treasurer] of the UKEDC. All three persons are voting members of the Committee. The Committee’s recommendations shall be presented to UKEDC’s Committee for approval. In the event that the members of the Scholarship Approval Committee are unable to fulfil their roles on the Committee, 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 before 31 December of that year. 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.

4. The deadline for submitting an application shall be no earlier than forty-five (45) days after the date of the AGM or any such other date as specified by the committee. All applications must be completed and submitted no later than the deadline announced by the scholarship committee. 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 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 Chair will share copies with each member of the Scholarship Committee within 15 days, asking for a review and recommendation within the next 15 days.

9. A simple majority for approval of UKEDC’s Committee is required. Committee Members with conflicts of interest should abstain. Members who abstain or vote ‘no’ are not required to give reasons. Voting must take place at the latest forty-five (45) days after the deadline for applications. 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 Chair shall immediately notify each applicant via e-mail.

11. Once attendance and participation of the approved applicant at their chosen event has been confirmed, the approved scholarship will be distributed to the applicant by the UKEDC’s Treasurer. If the applicant does not compete at the event specified in their application, 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 compete in the event as intended

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

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