

## GUIDELINES FOR MEMORIAL FUNDS BURSARY APPLICATION

**Application Deadline: September 15 for training received during the previous dance year  
(Sept. 1 – Aug. 31 of the prior year)**

Any member of the B.C. Square and Round Dance Federation attending a Caller or Cuer or Dance Leader School may apply for a bursary from the Memorial Funds to help offset the costs of attending such a school. A second bursary is offered to help new dance leaders with the cost of sound equipment and music.

Two bursaries are offered on the following basis:

- i. a cumulative maximum of \$1,500 extended over two years for new leaders (less than 5 years' experience) and up to a cumulative maximum over two years of \$1,000 for experienced leaders
- ii. up to \$500.00 for new dance leaders (less than 5 years' experience) to assist in obtaining equipment, software and/or music.  
This grant to be paid one time only per person.

Apply for each grant separately using the form below

- Bursaries will not be approved prior to attending school
- All applications must be for training received in the previous season
- Applicants from remote areas will usually be given preference
- Applicants attending Canadian schools will be given preference
- Applicants with less than five (5) years calling experience will be given preference
- Applicants must be paid up members of the BCS&RDF

Confirmation of course attendance must be included with application. The Funding Committee is authorized to award lesser amounts based on the costs of registration, transportation, and the length of the course.

Use the same application form for either grant. The Funding Committee will review applications after the deadline (Sept. 15) and will notify applicants of its decision by September 30 following the cut off for applications.

### HOW TO APPLY

Application forms are available from any member of the Executive or from your Director at Large or may be copied from this Handbook or downloaded from the Federation website [squaredance.bc.ca](http://squaredance.bc.ca).

### Application must include:

- 1) The Federation application form
- 2) A course flyer/ description and cost
- 3) Confirmation of course attendance

If your application is successful, funds will be disbursed after receipt of proof of your attendance at the school or course listed in the flyer and description

**BURSARY APPLICATION FORM: MEMORIAL FUNDS**

Available to new and newer  
Callers / Cuers / Clogging / Line / Contra / Western dance instructors  
wishing to upgrade skills.

**All applications must be for the current calendar year**

Name \_\_\_\_\_

Address \_\_\_\_\_

Postal code \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

I am a member in good standing of the Federation Yes \_\_\_ No \_\_\_

I belong to (name of club) \_\_\_\_\_ in region \_\_\_\_\_

Calling experience (years) \_\_\_ Square \_\_\_ Round \_\_\_ other \_\_\_

Dancing experience (years) \_\_\_ Square \_\_\_ Round \_\_\_ other \_\_\_  
years years years

Which bursary are you requesting? (One per form) List expenses below.

Education	OR	Equipment, software, music
School Fee: \$ _____		Equipment: \$ _____
Travel: \$ _____		Software: \$ _____
Accommodation: \$ _____		Music: \$ _____
Meals: \$ _____		TOTAL: \$ _____
TOTAL: \$ _____		

Is the request for school expenses? Yes \_\_\_ No \_\_\_

Is the request for equipment, software and music expenses? Yes \_\_\_ No \_\_\_

Have you applied for or received financial support from the Federation  
for this current calendar year? Yes \_\_\_ No \_\_\_

Did you apply or receive money the previous year? Yes \_\_\_ No \_\_\_

If yes, amount applied for \$ \_\_\_\_\_ Amount received \$ \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
DATE d/m/y

Please enclose a flyer/description which includes an outline and cost of the course and the name(s) of the instructor(s). Send in proof of attendance to the **1st Vice President** no later than September 15th. [squaredance.bc.ca/about-the-federation](http://squaredance.bc.ca/about-the-federation) for the current executive list.  
For Equipment / Music, submit the application and receipts as soon as you have them.