

NASSPDA Scholarship Fund Application and Approval Procedures

1. The NASSPDA Scholarship Fund has been established to provide funding for NASSPDA members who wish to compete in the NASSPDA North American Championship Competition or a World Championship Competition being held in North American but are financially unable.
2. NASSPDA Scholarship Approval Committee shall consist of three persons: the President (Chairperson), Vice President, and Treasurer of NASSPDA. All three persons are voting members of the Committee.
3. At least 6 months prior to the next NASSPDA North American or World Championship event, the NASSPDA Board shall determine and announce the number of scholarships to be awarded for the next North American Championship. The NASSPDA Board shall also review the balance in its general funds and allocate no less than 25% of those funds to the NASSPDA Scholarship Fund.
4. The deadline for submitting an application shall be ninety (90) days prior to the Competition to be attended.
5. All applications must be completed and submitted to the Chairperson (e-mailed or postmarked) no later than the deadline. E-mailed applications must be followed up by a printed and signed hard copy sent via snail mail, scanned and emailed, or faxed.
6. Applications received after the deadline shall be returned without consideration. These applicants may re-apply for a future Competition.
7. Applicants must meet all Qualifications for Scholarship as listed on the NASSPDA Scholarship Application.
8. The Chairperson shall notify each applicant via e-mail within a timely manner that the application has been received and is being considered for approval.
9. The Chairperson shall collect all applications submitted by the deadline and shall then prepare and distribute copies to each of the other Scholarship Approval Committee members within 15 days.
10. The Chairperson shall determine the voting method and the procedure for collecting votes (which may vary depending on available funds) from each of the other Committee members. Members with conflicts of interest should abstain. Voting must be completed within 10 days after the Committee members receive the applications.
11. Each application shall be approved by a majority vote of the Committee. Members who abstain or vote no are not required to give reasons.
12. Prior to publicly announcing any results of the selection process, the Committee shall present their decisions (both approvals and declines) to the full Board for final approval.
13. Upon completion of the procedure for approval (or disapproval) and verification of available funds, the Chairperson should notify each applicant via e-mail within a timely manner.
14. Any applicant whose application is not approved may apply again for a future competition.
15. All approved funds will be distributed to the organizers of the Championship Competition for which funds were awarded who will in turn distribute the funds to the awardee(s) at that Competition. If a NASSPDA Board member(s) is present at that Competition, s/he/they will make the award presentation to the recipient(s).
16. The awards will be disclosed in the financial reports submitted by the Treasurer at the next NASSPDA Board Meeting.
17. The NASSPDA Treasurer shall maintain a confidential list of all persons awarded a NASSPDA Scholarship.