

Chapter 13
Financial Assistance for Recruiting New Dancers

PART 1
EOSARDA's New Dancer Recruitment Subsidy Program

13.1 EOSARDA's Subsidy Program

- a) EOSARDA has approved the establishment of an annual fund of \$3,000 to assist Member Clubs with their new dancer recruiting activities.
- b) EOSARDA's Club Liaison Committee is responsible for overseeing the New Dancer Recruitment Program. On an annual basis, the Chair of Club Liaison will designate a member of the committee as the designated administrator responsible for this program.

13.2 Eligibility

- a) Applications for an EOSARDA subsidy may be made by any Member Club in good standing, provided that the club has registered its dancers through EOSARDA in the dance year for which application for a subsidy is being made.
- b) Applications for an EOSARDA subsidy may also be made by a registered dance leader starting a new club which does not have any dancers, providing that the dance leader undertakes to register any such dancers with EOSARDA, when and if they come forward.
- c) "Dance year" is defined as the period from July 1 of one year to June 30 of the next year which matches EOSARDA's fiscal year.
- d) Promotional activities normally precede the start of the dance year but may also take place within the dance year.

13.3 Limitations

- a) Subsidies are allocated on a first-come, first-served basis until such time as the funds set aside for this purpose in any dance year are exhausted.
- b) Member Clubs may file up to two subsidy applications in the same Dance Year, but the second application will only be accepted after January 1 of that dance year. Each application will be limited to a reimbursement of \$300.
- c) Hall rentals and dance leader fees are allowed expenses.
- d) All applications must be supported by copies of invoices.

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13.4 Process

- a) Application for an EOSARDA subsidy should be made by a duly authorized member of a club's executive body and should be sent to the Designated Administrator (Email: **FinancialSupport@eosarda.ca**)
 - < [Click Here for the Application Form](#)>
- b) The Designated Administrator will review all applications for completeness and will ensure that they meet all applicable criteria. Incomplete applications will be returned to the applicant with an explanation and may be resubmitted later. For the purposes of determining priority of application, the date of receipt of an amended application will be the date on which it is received.
- c) Where the Designated Administrator is of the opinion that an application meets the applicable criteria, he or she will forward to the Treasurer of EOSARDA a copy of the completed application form submitted by the club with either the original or copies of all receipts submitted with the application.
- d) Disbursements from this fund up to the limit set out in Paragraph 13.1 a) above may be made by the Treasurer upon the recommendation of the Designated Administrator.
- e) Notwithstanding the foregoing, the Designated Administrator, the Chair of Club Liaison or the Treasurer may, at his or her discretion, refer any application to the Board for its review, approval or rejection. The Board's decision in any such matter is final.
- f) The Designated Administrator will make regular reports on the results of the New Dancer Recruitment Program to both the Board and the Council of Dancers.

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PART 2
Ontario Square and Round Dance Federation Recruitment Bursary

13.5 Federation Bursary Program

- a) Clubs applying for an EOSARDA subsidy may also apply for a Federation Recruitment Bursary.
- b) The Federation's Bursary program functions independently from EOSARDA's subsidy program. However, an application for a Federation Recruitment Bursary is made via EOSARDA and may be made at the same time as an application for an EOSARDA subsidy.
- c) The criteria for obtaining a Federation Bursary are not the same as those for an EOSARDA subsidy.
- d) Clubs are not required to apply for a Federation Bursary to obtain an EOSARDA subsidy.
- e) For more information about the Federation's Bursary Program and form see link [Recruitment Bursary Program - Ontario Square & Round Dance Federation \(squaredance.on.ca\)](http://squaredance.on.ca/RecruitmentBursaryProgram-OntarioSquare&RoundDanceFederation)

13.6 Process for Applying for a Federation Recruitment Bursary

- a) To apply for a Federation Recruitment Bursary, a club must:
 - i) Complete the Federation Recruitment Bursary Application portion of the application form available from the Federation link in 13.5e
 - ii) Submit the completed form to EOSARDA's Designated Administrator responsible for the program at FinancialSupport@eosarda.ca
- b) The Designated Administrator will:
 - i) Review the application to ensure that it meets the basic criteria of the provincial program.
 - ii) When satisfied that the application is complete and meets the Federation's requirements, forward it, with comments, to the Federation Director specified by the Federation.
- c) Federation Bursary Applications must be received by EOSARDA by March 15th of the dance year in support of which the expenses were incurred, so that they may be processed and then forwarded to the Federation for receipt. All applications for funding from the Ontario Federation will be submitted by EOSARDA on or before March 31.
- d) The Federation has final approval over which clubs will receive a Recruitment Bursary.
- e) At the present time the Federation will not accept expenses for hall rentals, or dance leader fees. The invoices attached to the Federation form should not include these items.