



# Society of Decorative Painters

## *Guidelines for SDP Chapter Scholarship*

The SDP Chapter Scholarship was established to assist chapters and their members who are interested in developing their decorative painting skills and/or increasing their knowledge of the decorative painting field.

### **General Information**

1. Scholarship(s) may be awarded by SDP to recipient(s) designated by the SDP Board of Directors.
2. The maximum value of the scholarship is \$1,000.
3. More than one scholarship may be approved during a fiscal year if funds are available.
4. No scholarships will be awarded if the Education Committee concludes that no chapter meets the specified qualifications, or if sufficient funds are not available.
5. It is strongly recommended that no commitment be made for expenditure of funds until notice of scholarship award has been received, unless other funds are available.

### **Submission Guidelines**

A submission will be considered complete when the following items are received in the SDP office:

1. A completed official scholarship application.
2. A copy of the meeting minutes stating proof of approval of the scholarship request by a vote of at least 30% of chapter membership.
3. An outline of chapter educational goals and one or more of the following:
  - A. description of chapter seminar program and proposed specific seminar or class for which request for scholarship is being made including full financial breakdown of costs, i.e. teacher's fees and expenses, facility rental, surfaces, etc., and source of funds for balance, if any, after scholarship has been applied;
  - B. complete descriptions of educational videos, DVD's, CD's, books, educational software, etc., including costs and educational benefits to membership;
  - C. description of proposed field trip including purpose, breakdown of expenses, and source of funds for balance, if any, after scholarship is applied, and educational benefits to membership;
  - D. description of equipment, i.e. easel, light, microphone, computer, screen, etc., including proof of cost (catalog, quote or

- other) and statement of purpose, need and educational benefit to members;
  - E. detailed proposal to subsidize a member's trip to the SDP International Conference to attend the Chapters' Conference and other classes and events, including costs, proposed courses, and educational benefit to the chapter members;
  - F. complete and detailed proposal for any other educational use to benefit chapter membership.
4. A 500-word or more essay describing the chapter's financial need for scholarship, and decorative painting goals.
  5. A copy of most recent financial report sent to SDP with the annual chapter report.
  6. Chapter Achievement Award status for last three years.
  7. A total of seven copies of the application and all support documents postmarked by March 1, 2010.
  8. A \$10 application fee payable to SDP.

***Failure to submit all requested information and/or to follow all guidelines will result in disqualification. No exceptions will be made.***

### **Chapter Eligibility Criteria**

1. Chapter must have a need for scholarship.
2. Chapter must be a Society chapter in good standing and have been a chapter for at least three years prior to the date of the scholarship application deadline.
3. All chapter fees must be paid in full.
4. Chapter must use scholarship-funded education to further the chapter's decorative painting goals such as but not limited to the following:
  - A. Defray cost of seminars or workshops or classes.
  - B. Purchase educational videos, books, etc., for use by all chapter members.
  - C. Defray cost of field or conference trips.
  - D. Purchase equipment used for educational purposes.
5. Scholarship recipients are limited to one scholarship award in a five-year period.

### **Selection Criteria**

In selecting the scholarship recipient(s), consideration will be given to:

1. Chapter Achievement Award status for past three years.
2. Previous service to local community, schools, church, charities, etc.
3. Decorative painting goals.
4. How chapter will use education/skills to further community knowledge of decorative painting.
5. Financial need.

### **Awards Disbursement**

1. Upon selection of recipient(s), scholarship monies will be sent in the form of a check to the chapter president.
2. Upon completion of the seminar or trip, or purchase of the educational materials or equipment for which the scholarship was awarded, evidence of use of the scholarship, including copies of all paid invoices, must be sent to SDP.

**Request an application form now! Application must be postmarked by March 1, 2010.**

To request an application, call (316) 269-9300 ext. 104, fax (316) 269-9191,  
e-mail: [lisa@decorativepainters.org](mailto:lisa@decorativepainters.org)  
or write, SDP Scholarship Information \* 393 N. McLean Blvd. \* Wichita, KS 67203-5968



# Society of Decorative Painters

## Chapter Scholarship Application

Chapter Charter Date \_\_\_\_\_ Federal ID Number \_\_\_\_\_

Chapter Name \_\_\_\_\_ SDP Chapter ID Number \_\_\_\_\_

Current number of members \_\_\_\_\_

Chapter Mailing Address \_\_\_\_\_

City/State or Country \_\_\_\_\_ Zip or Postal Code \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

E-mail \_\_\_\_\_

Amount of scholarship for which applying (maximum scholarship awarded \$1,000) \_\_\_\_\_

Refer to *Submission Guidelines No. 3, A-F* and write description here. \_\_\_\_\_

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Chapter Achievement Award status for past three years. \_\_\_\_\_

List chapter service to and leadership roles (art-related) in local community, schools, church, charities, etc.

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***You may attach additional information or sheets if necessary but seven copies must be included.***

## Checklist

- Complete and include application.
- Include seven (7) copies of the chapter meeting minutes stating proof of approval of this scholarship application by at least 30% of your membership.
- Include seven (7) copies of the application and all support documents.  
Refer to *Submission Guidelines No. 3 A-F*.
- Include seven (7) copies of a 500-word, or more, essay describing the chapter's decorative painting goals and reason for applying.
- Include seven (7) copies of most recent financial report sent to SDP with the annual chapter report.
- Include the \$10 application fee.

Signature of chapter president \_\_\_\_\_ Date \_\_\_\_\_

**Application must be postmarked no later than March 1, 2010.**

Send to:

Chapter Scholarship Application  
Society of Decorative Painters  
393 N. McLean Blvd.  
Wichita, KS 67203-5968

If you have questions contact:

Lisa Curry  
SDP Education Coordinator  
(316) 269-9300 ext. 104  
[lisa@decorativepainters.org](mailto:lisa@decorativepainters.org)

**Failure to submit all requested information and/or to follow all guidelines will result in disqualification.  
No exceptions will be made.**