

DSACO Policy for Obtaining Conference Scholarship Funding

Purpose: The Conference Scholarship Fund of the Down Syndrome Association of Central Ohio was designed to assist members who wished to attend conferences of subject matter that would be informative and useful to them and/or their family.

Eligibility: Down Syndrome Association of Central Ohio members and Central Ohio adult individuals with Down syndrome are eligible to apply for funding to attend local, regional, state and national conferences whose subject matter is relevant to the education of the individual. Funding is limited to \$200/person and \$400/family each year. Interested persons must complete an DSACO Conference Scholarship Application Form and **return the application to the DSACO office no less than three (3) weeks prior to the conference date.** Applicants will be required to share information concerning their experience via an agreed upon format (i.e. article for newsletter, formal presentation, lead age appropriate discussion group, act as DSACO resource for specific topic, etc.)

Funds may be used for conference registration, travel expenses to/from the conference (no rental cars) or lodging and will be distributed on a reimbursement basis. **Evidence of expenses (receipts) must be submitted prior to funds being distributed. Receipts received later than one (1) month after date of conference will be denied and funds returned to the Conference Scholarship budget.**

Approval will be based on a first-come, first-served basis within eligibility guidelines. Participants will always be expected to pay the cost of their own meals. Requests for conferences in exotic locations (outside the continental United States) will not be approved. Individuals shall make all arrangements relating to transportation, lodging, registration and so forth, themselves.

Waiver Clause: These rules shall be interpreted in a flexible manner to accomplish the purpose of this fund. To that end, applications shall be considered on a case-by-case basis. Any rule or rules may be waived by the Governing Board Executive Committee of the Down Syndrome Association of Central Ohio.

*DSACO reserves the right to limit the number of scholarships given to applicants attending any one (1) conference. Limitations will be enforced on a first-come, first-served basis.

**Applicant and their spouse are not eligible for funding to attend the same conference.