



# Request for Proposals

## W. Dale and Geraldine Crooks Scholarship for 2021

Ballet Arts Ensemble • Kalamazoo, Michigan

**Applicants must meet all deadlines as listed in these instructions or as indicated in future correspondence. No exceptions.**

In the fall of 2002, Ballet Arts Ensemble Board of Directors affirmed one of their stated goals by creating the W. Dale and Geraldine Crooks Scholarship. This program is designed to provide young dancers with opportunities to develop and perfect their talents in dance.

Sharing a strong belief in this goal for many years were two of Ballet Arts Ensemble's most generous and faithful patrons—the late W. Dale Crooks and the late Geraldine Crooks. A classically trained and accomplished pianist, Mr. Crooks and his wife Geraldine recognized and nurtured a dedication and love for all the arts—and especially for dance—in their daughter, Ballet Arts Ensemble's Artistic Director Cathleen Crooks Huling. Their support has enabled this dedication and love to grow, flourish, and manifest itself in the lives of many young dancers over the years.

The Board of Directors is pleased to recognize the Crooks' tangible support of the mission of the Ensemble by naming this **The W. Dale and Geraldine Crooks Scholarship.**

---

This form is available on the Ballet Arts Ensemble website: [balletartsensemble.org](http://balletartsensemble.org)

Ballet Arts Ensemble is a 501(c)(3) nonprofit organization. All donations are tax deductible as allowed by law.

Ballet Arts Ensemble does not discriminate on the basis of race, color, religion, gender, sexual orientation, national origin, age, height, weight, marital status, handicap, or disability in any of its programs or activities.

# The W. Dale and Geraldine Crooks Scholarship

## Application Instructions for 2021

### About the scholarship

This scholarship provides serious dancers with financial assistance for summer study outside of Ballet Arts School of Dance in order to enrich and further their dance education. Funds may be used for any dance-related field of study.

**Summer programs must be provided by nonprofit organizations.** If you have questions about the nonprofit status of your proposed program, email David H. Smith, chair of the Scholarship Committee, at [tophat5678@charter.net](mailto:tophat5678@charter.net).

### Who may apply

All dancers who are currently **in academic grades six through eleven** and enrolled at Ballet Arts School of Dance are eligible to apply. **Dancers do not need to be members of Ballet Arts Ensemble** to apply for scholarships.

### **NEW** Submit the Application

Applications and attachments may be **submitted either by email or USPS**. Applications **received or postmarked after March 19** will **not** be accepted.

Email to: [tophat5678@charter.net](mailto:tophat5678@charter.net)

OR

mail to: **BAE Scholarships  
c/o D. H. Smith  
1927 Banbury Road  
Kalamazoo MI 49001-5200**

**Do not deliver the application and attachments to Ballet Arts School of Dance.**

### Deadlines

- **Friday, February 26**, for round one
- **Friday, March 26**, for round two

You may apply for **either** round. Applications not awarded from round one will automatically be carried into round two. You do **not** need to apply for both deadline dates.

### Communication from the Committee

- The Committee Chairman will confirm receipt of your application using the email address(es) provided on your application.
- If there are any questions about your application, you will be contacted using the email address(es) provided.
- You must respond within two (2) days to any email questions from the Committee.
- An award letter and acceptance form will be sent to you using your listed address/city/state/zip.

### Review and evaluation

All completed applications will be reviewed by an independent Scholarship Committee who will make recommendations for funding. Please do not assume that the Scholarship Committee has knowledge of your proposed program. Be sure all four information elements are provided as well as hard copies of brochures or web pages that describe your program in detail.

Applications are evaluated using the following criteria:

- Completeness
- Accuracy of information
- Applicant's goals with regard to the chosen program
- Program and incidental costs
- Multiple funding sources
- Neatness of the application

Funds for scholarships are limited and are provided by Ballet Arts Ensemble through donations and other fund-raising efforts.

The number of scholarships and their amounts will be determined yearly by the Scholarship Committee and Ballet Arts Ensemble Board of Directors.

**Notification of awards** will be sent no later than:

- **March 12, 2021** for round one.
- **April 9, 2021** for round two.

### Multiple summer programs

You may apply to attend more than one program; however, you must include all programs on THIS form. Provide complete details for all programs. You may use multiple pages to explain the programs.

### Required report

All award recipients must complete a brief summary of their summer experiences. This Final Report is due upon completion of the activity and must be postmarked no later than **Monday, August 31, 2021**. The report should be submitted to the Scholarship Committee at one of the addresses listed under Deadlines. You will receive email confirmation when your report is received.

### Special notes

- Recipients of Crooks Scholarships are expected to attend all activities/functions of their summer experiences. Failure to do so (excluding documented illness, injury, or family emergency) will prohibit a recipient from receiving future funding.
- If you are unable to complete your program or portion thereof, you must return your Crooks Scholarship award unless you provide a documented reason.
- If you are reimbursed from your chosen program, you must return your Crooks Scholarship award.
- An applicant denied admission to a funded summer program may re-apply for an alternate summer program. However, awarding of funds is not guaranteed. You must contact the Scholarship Chairman (Mr. Smith) to obtain a new deadline date; notification of the award will follow within one week of receipt of the new application.
- Failure to meet **all** deadlines will result in forfeiture of the award.
- Failure to provide Final Report *by the deadline date* will **prohibit** a recipient from receiving **funding for summer 2022 programs**.
- Falsification of information provided on the application or regarding the summer program will result in forfeiture of award and will prohibit applicant from receiving all future funding.

# Ballet Arts Ensemble

## The W. Dale and Geraldine Crooks Scholarship Application for 2021

Use this page as a "cover sheet." It is page "1" of your application.

This is an "interactive" document and should be filled-in on a computer. It may also be printed and filled in using blue or black pen.

The following is about your project and must be included with this application:

- **Materials.**
  - ▶ Attach copies of brochures, etc., which describe the program you wish to attend and the costs.
  - ▶ Do not send an entire brochure. You may include a website where your program will be found.
  - ▶ Be specific about the website address, as members of the committee will not surf through a site to find specific information.
- **Applicant information.**
  - ▶ Complete the information about yourself. Have your parents/guardians sign and date as indicated.
- **Project information.**
  - ▶ Briefly describe the summer study for which you are applying, including costs.
- **Essay.**
  - ▶ On page 3 of this application, complete the five questions listed. You may use a separate sheets to answer these questions; however, these sheets should re-state the entire question so there is no confusion as to which question you are answering.

Once completed, follow the instructions to submit this application and attachments by the date(s) listed in the instructions.

---

### To dancers and parents

Be sure to sign and date where indicated below by the [blue triangles](#).

#### For submissions by email

Scan or take a picture of **this** page and attach it to your completed application.


---

**1. Applicant information** *Check due date:*     February 26     March 26

*Amount Requested:*     up to \$100     up to \$150     up to \$200     up to \$250  
 up to \$300     up to \$350     up to \$400     up to \$450     up to \$500

**Dancer's Name**

---

 Signature of **Dancer**

Date

---

---

**As the parent/guardian of the above-named dancer,** I/we agree that this dance activity will benefit the named dancer. I/We also agree to provide any financial support for this activity that may not be covered by the Crooks Scholarship.

 Signature of **Parent/Guardian**

Date

---

---

 **Mark one of the following:**

Information about my program(s) will be found at this website: \_\_\_\_\_

I have attached information about my program.

**Dancer's Name**

Phone (     )

Street Address

City, State, Zip

**Dancer's Email Address**

Ballet Arts Classes Currently Taking

Previous Classes Taken

Dancer's Birthdate

Dancer's Age

Dancer's Current Grade in School

Do you plan to return to Ballet Arts School of Dance for the 2021-22 year?

NO

YES

**Parent/Guardian's Name**

Phone (     )

**Parent/Guardian's Email Address**

## 2. Project information

Name of summer program

Dates Attending

Briefly describe your program

### Costs: First Program

Tuition \$ \_\_\_\_\_ Room \$ \_\_\_\_\_ Meals \$ \_\_\_\_\_ Transportation \$ \_\_\_\_\_

Other (Describe) \_\_\_\_\_ \$ \_\_\_\_\_ **Total Cost \$** \_\_\_\_\_

### Costs: Second Program

Tuition \$ \_\_\_\_\_ Room \$ \_\_\_\_\_ Meals \$ \_\_\_\_\_ Transportation \$ \_\_\_\_\_

Other (Describe) \_\_\_\_\_ \$ \_\_\_\_\_ **Total Cost \$** \_\_\_\_\_

Are you **applying** for funding from other organizations?

NO

YES

If "yes," list **organizations and amounts** being requested.

Have you **received** funding from other organizations?

NO

YES

If "yes," list **organizations and amounts** being received.

Dancer's Name

---

**3. Essay.** Please give detailed information regarding the following. You may use a separate sheet, if necessary; however, any attachment should restate the entire question so there is no confusion as to which question you are answering.

---

**A. Provide an in-depth description of the program that you want to attend.**

---

**B. What goals do you have for yourself as a dancer?**

---

**C. What are your strengths as a dancer?**

---

**D. What are your weaknesses as a dancer?**

---

**E. What do you hope to improve and achieve during the program?**

---

**4. Attach copies** of brochures, etc., which describe the program(s) you wish to attend and the costs. Or on page one of this form, provide the email address(es) for this information