

Annual Report

April 1st 2003 - March 31st 2004

Constitution Unincorporated association

Governing document Trust Deed dated 27 July 1987

Registered charities number 297684

Trustees Anthony J Knapp
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The object of the Charity is to provide assistance to students and practitioners of movement and dance for travel expenses (by rail, coach, sea and air) within the United Kingdom and abroad, in order to attend conferences, courses of study, or pursue a research project in the field of movement, dance or studies related to these fields.

The policies are to attract suitable applications from all parts of the country in the most efficient way possible, to select the most deserving applicants using knowledge and experience of all committee members, to administer the distribution of money to scholarship winners efficiently making sure that proof of travel and a report is received from each one, to raise funds by attracting donations and to manage efficiently the money held by the charity.

Administration is in the hands of a management committee with specific tasks such as publicity, selection and finance and fund-raising delegated to sub-committees. The Secretary has the task of receiving requests for, and sending out, application forms as well as receiving completed ones. Since we have put application forms onto our website many applicants obtain their forms from there. Multiple copies are made of forms and these are distributed to management committee members, with each member receiving approximately one third of the forms to comment upon. These comments are taken to the selection sub-committee where the final decision is made.

All the work connected with the Charity is carried out by unpaid volunteers working from their homes and using their own equipment. The only exception to this is the photocopier/fax machine which has been purchased for the secretary. Meetings are held in London in public areas or in officers' homes or places of work. Most committee members do not claim travel expenses and so the main administrative costs are for advertising, postage, printing and stationery.

The Management Committee

1. Meetings took place on the following dates:

October 9th 2003

March 2nd 2004

The committee was sad to hear of the death of Ellinor Hinks who was one of its founders, the treasurer for many years, and, recently, an honorary adviser. She left the fund a legacy of £1,000.

2. Committee members

Two new committee members were elected: Vicki Costello joined the committee as a fund-raising expert and Dick Matchett rejoined the committee after a gap of some years.

3. Scholarships for 2004-2005

Forms send out	26	
Application forms received	50	5 late
Forms from Website	42	
Scholarships awarded	19	plus 2 special awards

Sum applied for	£30,213
Budget for 2004-2005	£10,000
Sum allocated	£10,950

plus £1,200 special award in memory of Ellinor Hinks

Travel destinations	Applicants	Awardees
USA/Canada	14	5
Europe	6	
England	3	1
S America/W Indies	10	5
Africa	5	4
India/Sri Lanka	8	4
Australasia	4	2
	50	21

Travel from	Applicants	Awardees
London & environs	19	9
other	31	12

Gender	Applicants	Awardees
Female	39	17
Male	11	4

Age	Applicants	Awardees
Range	20-71	23 -50
30 & under	25	8
31 - 49	22	12
50 & over	3	1

Assigned Awards

Gillian Lynne CBE, Gabriele Reuter, Lucy Howell, Ana Royo Sanvisen,

R Waterman, Isaac Acheampong, Michael Wheeler

Special awards in Memory of Elinor Hinks

Charlotte Darbyshire

Juliet Robson

In summary, there were 50 applications this year and 19 scholarships were awarded, and another two special awards in memory of Ellinor Hinks. Once again the quality of the applications was high. The age range this year was 23 – 50 years with 8 recipients who are 30 years of age or younger and only one who is 50. There are 15 female scholarship winners and four male. Although there are fewer male scholarship winners this year they are very strong candidates. The geographical spread is better than in many previous years with eight scholarship winners coming from London and its environs, 11 from other parts of the UK including Wales and Scotland. We are particularly pleased that the fund should have an effect on dance in Hull, Crediton, Penzance, Bath and Gloucester, as well as in the more established areas.

Once again it is remarkable how many dance forms are represented among the award winners. Three scholarship winners are going to research African dance, both indigenous and theatre forms. South America has proved a very popular destination, the number going there this year matches the number going to North America – which is always very popular. The selection committee were very impressed by the applicant wishing to travel around England researching the recent changes in English Folk Dance. The special award is for two people to go together to Bangladesh to visit two centres set up by British Charities.

Administration of awards

1. No significant changes have been made to the way in which the awards are administered.

Selection Procedure

1. No significant changes have been made to the underlying criteria for selection or the selection process.

Publicity

1. The website has been enhanced and extended, using the professional skills of a committee member. It is now the main plank of LUTSF publicity providing access to information about the fund, lists and analyses of scholarships as well as advice to applicants and the application form. For the first time reports from scholarship winners are available for donors, potential donors and anyone who might wish to apply for a scholarship.

2. For the two annual press releases the balance between information posted and that sent by email changed again this year with a greater proportion of our address list being contacted by email.

3 The National Independent Dance Artists Network set up by DanceUK was used again to publicise LUTSF.

The LUTSF Archive

1. Materials from the early days of the fund and application forms and reports received from scholarship winners from 1988 to 2002 have been sorted, listed and deposited with the National Resource Centre for Dance at the University of Surrey.

2. Further material will be deposited at a later date.

Finances

1. The accounts for the year ended 31 March 2004 show that all expenditure was within budget. The fund applied for and received a grant from the Linbury Trust amounting to £5,000 a year for 3 years. As a result of receiving this award the fund recorded an excess of expenditure over income of only £790 for 2003-04. At the end of the financial year we had over £23,000 in our various bank accounts.

2. Once again committee members have borne much of the administrative cost themselves.

3. The Fund has received a number of donations in addition to the grant from the Linbury Trust, including the annual gift of £1,280 from Gillian Lynne (Lean Two Productions). Further income was received from covenants set up in 1997 and cash donations, and from a fund-raising event.

B J Lewis (Chair)

June 2004

List of committee members

Geraldine	Stephenson - President
Pam	Anderton
Judith	Chapman
Vicki	Costello
Vivien	Gear
Linda	Jasper
BJ	Lewis
Tammy	McClorg
Dick	Matchett
Sue	Smith
Alysoun	Tomkins
Tim	Tubbs