



## THE ABSURDLY KIND FOUNDATION

11 Villa Marlize, 9 Hattingh street, Baillie Park,  
Potchefstroom, North West Province, South Africa, 2526  
Contact us: +27 72 425 5235 / sayhi@thomaserlank.com

### **POLICY: IDENTIFICATION AND SELECTION OF SCHOLARSHIP AND GRANT RECIPIENTS**

#### **Purpose**

This policy establishes the principles and procedures by which The Absurdly Kind Foundation identifies, evaluates, and selects individuals or groups to receive scholarships and grants. It aims to ensure that all awards are made fairly, transparently, and in alignment with the Foundation's mission to promote kindness, creativity, and opportunity through the arts and education.

#### **Scope**

This policy applies to all scholarship and grant programmes administered by The Absurdly Kind Foundation, including but not limited to:

1. Arts and cultural scholarships
2. Educational or training bursaries
3. Community or creative project grants

#### **Guiding Principles**

The Foundation's selection process shall be guided by the following principles:

- Fairness and Equity: All applicants are assessed objectively and without discrimination.
- Transparency: The selection criteria and process are clearly communicated and consistently applied.
- Impact: Preference is given to candidates whose personal or community development aligns strongly with the Foundation's mission.
- Integrity: Decisions are made in good faith and free from conflicts of interest.
- Kindness: Compassion and encouragement underpin all interactions with applicants and beneficiaries.



## THE ABSURDLY KIND FOUNDATION

11 Villa Marlize, 9 Hattingh street, Baillie Park,  
Potchefstroom, North West Province, South Africa, 2526  
Contact us: +27 72 425 5235 / sayhi@thomaserlank.com

### Eligibility Criteria

Applicants must generally meet the following requirements (specific criteria may vary by programme):

- Be a South African citizen or permanent resident.
- Demonstrate commitment to personal or community betterment through kindness, creativity, or education.
- Show financial need or barriers to opportunity.
- Provide evidence of talent, dedication, or leadership in their chosen field.
- Agree to participate in reasonable reporting or reflection processes post-award.

### Identification Process

#### 1. Open Call for Applications:

- Advertised through the Foundation's website, social media, and partner institutions.
- Application forms include personal motivation, supporting materials, and referee contact details.

#### 2. Nominations (Optional):

- Individuals may be nominated by educators, mentors, or community leaders.
- Nominees must consent to participation before consideration.

#### 3. Proactive Identification:

- The Foundation may identify potential beneficiaries through outreach programmes, partner recommendations, or fieldwork in underrepresented communities.



The Absurdly Kind  
Foundation

## THE ABSURDLY KIND FOUNDATION

11 Villa Marlize, 9 Hattingsh street, Baillie Park,  
Potchefstroom, North West Province, South Africa, 2526  
Contact us: +27 72 425 5235 / sayhi@thomaserlank.com

### **Selection Process**

1. Initial Screening:
2. Administrative staff or volunteers confirm eligibility and completeness of applications.
3. Evaluation Panel:
  - A Selection Committee, appointed by the Foundation's Board, reviews eligible applications.
  - Each member signs a confidentiality and conflict of interest declaration.
4. Scoring Criteria (example framework):
  - Alignment with Foundation's mission: 30%
  - Commitment to supporting those in need and potential for positive impact: 50%
  - Creativity and commitment: 20%
5. Final Approval:
  - The Selection Committee recommends finalists to the Board of Trustees for ratification.
  - Decisions are recorded in official minutes and communicated to all applicants.

### **Communication and Feedback**

- Successful candidates receive formal notification and award documentation.
- Unsuccessful applicants may request brief feedback to support future development.

### **Confidentiality and Data Protection**

All personal information collected during the process will be kept confidential and used only for the purpose of evaluation and reporting in accordance with POPIA (Protection of Personal Information Act).



The Absurdly Kind  
Foundation

## THE ABSURDLY KIND FOUNDATION

11 Villa Marlize, 9 Hattingh street, Baillie Park,  
Potchefstroom, North West Province, South Africa, 2526  
Contact us: +27 72 425 5235 / sayhi@thomaserlank.com

### Monitoring and Reporting

- Beneficiaries may be required to submit brief progress or reflection reports.
- The Foundation will maintain an annual record of awards granted, recipient demographics, and programme impact.

### Review of Policy

This policy shall be reviewed every three years or as required to reflect changes in strategy, legislation, or best practice.

### Approval and Adoption

This policy was reviewed and approved by the Board of Trustees of The Absurdly Kind Foundation on [insert date].

  
.....  
Founder / Executive Director

....07/11/2025.....

Date