



Educational Trusts Committee

Scholarship Application for Ordination Candidates

The Educational Trusts Committee (ETC) manages multiple trusts which were given to support the ongoing education and formation of clergy and laity in the Anglican Diocese of British Columbia. These trusts are used in many ways, including offering grants to members of the Diocese to participate in relevant educational and formation offerings. Some of these trusts particularly support those preparing for Holy Orders. *To be eligible for these grants, one must have completed the parish discernment process, be approved for the diocesan process by the bishop, and entering formal study for Holy Orders.*

Before completing the application, the applicant should discuss study plans with the bishop and obtain the bishop's signature. Please note that the signature of the bishop signifies only that the applicant and the bishop have discussed the proposal for study. It does not guarantee the approval of the Educational Trusts Committee for funding, nor does the completion of any course of study guarantee ordination.

Applicants should complete the application form (page 3) and complete the application requirements (reverse side). Applications may be submitted in hardcopy or via a pdf. attachment by email.

Funding may be provided for course fees, travel, accommodation, meals, learning materials, and other specified expenses.

Applicants are encouraged to apply for funding before their coursework has commenced; applications for coursework that has already started will be considered on a case-by-case basis.

Income tax regulations require that grantees who are not diocesan employees may need to be issued a T4A at the end of the year. Some tuition fees and costs may be tax deductible. Advice from the income tax office or an accountant may be needed.

Please read the provisions of the diocesan Educational Trusts Committee Grants Policy that apply to the Scholarship, including ongoing employment in the diocese and/or repayment. Accepting a grant if offered represents agreement with the provisions.

All applications should be sent by email to etb@bc.anglican.ca or by mail to:

The Educational Trusts Board
c/o Anglican Diocese of BC
900 Vancouver Street
Victoria, BC V8V 3V7

Application Requirements

Please provide the following information to assist the Educational Trusts Board in its decision:

- These grants are restricted to individuals whom the diocese has identified as being on a path to ordination. One must have completed the parish discernment process, be approved by the bishop to continue in the discernment process, and be entering formal study for Holy Orders. Please describe how the proposed course of study will assist you in this journey.
- A letter or offer of acceptance by a theological college.
- A curriculum vitae in which you list:
 - all post-secondary education, including dates of attendance;
 - all post-secondary employment, including service in the diocese.
- A detailed budget (see page 4) showing the total costs of attendance, information on other sources of support, and the amount sought from the grant.
- The ETC chair's and the bishop's signatures on the completed application. Please note that the signature of the bishop signifies only that the applicant and the bishop have discussed the proposal for study. It does not guarantee the approval of the Educational Trusts Committee for funding, nor does the completion of any course of study guarantee ordination.

Deadline dates for receipt of applications is the 15th of the month **prior** to the meeting date.

Please see below for dates:

<u>Deadline Date</u>	<u>Meeting Month</u>
January 15	February
April 15	May
May 15	June
August 15	September
October 15	November



Application Form for ETC Funds For Ordination Candidates

First Application: Renewal: (check one)

Name: _____ Parish: _____

Address: _____

Primary Phone: _____ Email: _____

Degree or program contemplated: _____

Length of time for which Scholarship sought: _____

Institution: _____

SIN: _____

Amount requested: \$ _____ CAD

Signature of Applicant: _____

Date: _____ / _____ / _____
 day mon yr

Bishop's Signature: _____

Date: _____ / _____ / _____
 day mon yr

ETC Chair's Signature: _____

Date: _____ / _____ / _____
 day mon yr

Please note that the signature of the bishop signifies only that the applicant and the bishop have discussed the proposal for study. It does not guarantee the approval of the Educational Trusts Board for funding, nor does the completion of any course of study guarantee ordination

**Please attach all documents listed on "Application Requirements."
Incomplete applications will not be considered.**

Budget Breakdown for ETC Funds

Personal Resources:

Income from work during program of study
(include holiday employment) \$_____ CAD

Grants/Awards (specify) \$_____ CAD

Other sources (specify) \$_____ CAD

Have you applied for any other sources of funding for which you have not yet received confirmation of award? If so, please describe below:

Total resources:

\$_____ CAD

For funding requests that are estimates, such as books, travel or other expenses as specified below, ETC will approve a maximum reimbursement amount but actual reimbursements will be made based on receipts.

Expenses:

Fees \$_____ CAD

Accommodation \$_____ CAD

Food \$_____ CAD

Books/Stationery \$_____ CAD

Travel \$_____ CAD

Other Expenses (specify) \$_____ CAD

\$_____ CAD

Total Expenses:

Amount requested from Educational Trusts Committee:

\$_____ CAD