



## **C.H.G. Mann Bursary**

(Ordained Clergy only)

The C.H.G Mann Bursary was established to support clergy attending a short-term course, seminar, workshop, or conference. To be eligible, clergy must be currently licensed in the Diocese of British Columbia or have a letter of Permission to Officiate from the bishop.

Applicants should complete the application form (page 3) and complete the application requirements (reverse side). **Applications that are not complete will not be considered.** Applications may be submitted in hardcopy or via a pdf. attachment by email.

The maximum amount granted from the Bursary is \$1,300; ETB may approve grants for less.

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

Applicants should bear in mind that there is competition for grants and limited annual funds available. Applicants are urged to explore all additional avenues for funding.

In general, preference will be given to applicants who have not recently been the beneficiaries of a diocesan learning grant.

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.

All applications should be sent by email to [etb@bc.anglican.ca](mailto: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:

- ☐ A description of the course or conference including the name of the course, its length, dates, location and sponsoring organization. Your description should be supplemented by copies of the information the sponsoring organization has provided to you (brochures, etc.). Please provide any material accessed through websites as well as the website reference.
- ☐ A separate statement indicating your reasons for interest in the course or conference. Explain how this course or conference builds upon your previous educational training and how it would contribute to your personal, spiritual, and professional development.
- ☐ Please explain how the work you will be doing with this support will advance one or more specific aspects of the diocesan Vision. Details about the Vision can be found at: <http://www.bc.anglican.ca/our-vision>
- ☐ A detailed budget (see page 4) showing the total costs of attendance, information on other sources of support, and the amount sought from the Mann Bursary.
- ☐ A curriculum vitae in which you list:
  - all post-secondary education, including dates of attendance;
  - all post-secondary employment, including service in the diocese
- ☐ All recipients are expected to report back to the Board within six months of the completion of their funded project. In addition, we wish to ensure that fellow clergy and other members of the diocese can learn and benefit from the work we have helped to support. Please describe your plans for sharing the results of your project more widely, e.g. an article for the *Diocesan Post*, a web posting, a presentation to a clergy gathering, a workshop or other live presentation, etc.

Deadline dates for receipt of applications is the 15<sup>th</sup> 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 C.H.G. Mann Bursary

Name: \_\_\_\_\_ Parish: \_\_\_\_\_

Address: \_\_\_\_\_

Primary Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Name of short-course, workshop, seminar, or conference, and sponsoring institution:

\_\_\_\_\_  
\_\_\_\_\_

Amount requested: \$ \_\_\_\_\_ CAD

Please provide details of the dates and amounts of previous grants received: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
day mon yr

Bishop's Signature: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
day mon yr

Please note that the signature of the bishop indicates that she is aware of the application.  
It does not necessarily imply endorsement.

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

## Budget Breakdown for C.H.G. Mann Bursary

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

### Budget Information:

Fees \$\_\_\_\_\_ CAD

Accommodation \$\_\_\_\_\_ CAD

Food \$\_\_\_\_\_ CAD

Books/Stationery \$\_\_\_\_\_ CAD

Travel \$\_\_\_\_\_ CAD

Other Expenses (specify - do not claim holiday expenses) \$\_\_\_\_\_ CAD

**Total Expenses:** \$\_\_\_\_\_ 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:

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Amount requested from Educational Trusts Board (not to exceed \$1,300): \$===== CAD