



C.H.G. Mann Fellowship

(Ordained Clergy only)

The C.H.G. Mann Fellowship was established to support clergy pursuing post-graduate programs or extended study leave (aka sabbatical). 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.

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 indicates that she is aware of the application. It does not necessarily imply endorsement.

The maximum amount granted from the Fellowship is \$7,800; ETB may approve grants for less.

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.

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 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.

Please read the provisions of the diocesan Educational Trusts Board Grants Policy that apply to the fellowship, 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 British Columbia
900 Vancouver St. Victoria, BC V8V 3V7**

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 Requirements

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

- ☐ A separate statement indicating your reasons for interest in the degree/program proposed, including any courses or other preparation you have already completed. Explain how this course 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 copy of the institution's brochure and/or calendar indicating out the nature of the program, the time required to complete it, program fees, and, if available, an overall estimate of the costs. Please provide any material accessed through websites as well as the website reference.
 - ☐ 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 Fellowship.
 - ☐ A curriculum vitae in which you list:
 - all post-secondary education, including dates of attendance;
 - all post-secondary employment, including service in the diocese.
 - ☐ If available, please attach a copy of letter or offer of acceptance to this degree/program.
 - ☐ The bishop's signature on the completed application.
 - ☐ 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 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.
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Please provide the following additional information depending on the nature of the program:

- ☐ For research work, provide information on research objectives, methodology, estimated time frame, and supervision, as well as a letter from your research supervisor confirming progress and the anticipated completion date.
- ☐ In the case of educational institutions other than accredited theological institutions in Canada, please provide information on their accreditation.
- ☐ For second and succeeding applications, please attach transcripts of previously completed work.



Application Form for C.H.G. Mann Fellowship

First Application: ☐ Renewal: ☐ (check one)

Name: _____ Parish: _____

Address: _____

Primary Phone: _____ Email: _____

Degree or program contemplated: _____

Length of time for which Fellowship sought: _____

Institution: _____

Amount requested: \$ _____ CAD

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 Fellowship

Personal Resources:

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, ETB 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—do not claim holiday expenses) \$_____ CAD

\$_____ CAD

Total Expenses:

Amount requested from Educational Trusts Board:
(Not to exceed \$7,800.00 CAD)

\$_____ CAD