



## **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](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:

- ☐ 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 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 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:

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### 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