

**Office of Financial Aid for Studies
Grant Program for Continuing Education**

100 Witherspoon Street Louisville, Kentucky 40202

Presbyterian Church (U.S.A.)

Eligibility Requirements

- PCUSA church professionals serving PCUSA congregations with 150 members or less
- U.S. Citizenship or Permanent Resident status.
- Eligible events must be at least three days in duration and the applicant may be required to document expenses prior to distribution of award.
- Students pursuing DMin must be enrolled at an ATS accredited institution in the United States.

**Range of Awards
Grants**

Continuing Education Grant--Events
\$100-\$500
Continuing Education Grant—DMin
\$500-\$1,000

Mailing Address for Applications

Presbyterian Church (U.S.A.)
Attn: Financial Aid/Continuing Education
100 Witherspoon St.
Louisville, KY 40202-1396

Deadline

November 15 (Or Until CE Budget is Spent)
The Office of Financial Aid must receive all elements of the application by the deadline.

Links

Financial Aid Web Site
www.pcusa.org/financialaid

Free Application for Federal Student Aid
<http://www.fafsa.ed.gov/>

The Continuing Education program serves small church pastors by providing assistance with the costs of their education at events and in Doctor of Ministry programs that would enhance skills required for ministry in PCUSA

How to Apply

There are three elements to the application that must be completed prior to processing your grant request.

Application (Page 3/4)

To apply for a grant, complete page 3 and the top of page 4.

Validation by Presbytery (Page 4) —Send page 3&4 to the Committee on Ministry (COM).

Financial Information Form (Page 5)

(Degree Students) As a courtesy to your financial aid officer, please complete the name and Social Security elements in the Financial Information Form. The Financial Information Form must be submitted to the PCUSA Office of Financial Aid for Studies through your seminary financial aid office.

Funds are limited. Apply as soon as you have identified an event or DMin program you plan to attend.

To apply for a loan check the box at the bottom of the first page of the application. Additional application elements and a Master Promissory Note will be sent to you. DMin students may apply for the loan.

Award Notification and Payment

Applicants may expect a response approximately ten business days after the application is sent to the Office of Financial Aid for Studies. A letter will be sent to the student to communicate the status of the student's application when the application is complete.

- Grant payments for events are made to the congregation.
- Grant payments for accredited education are made directly to the seminary. No further documentation is necessary.

Note: The Continuing Education program serves pastors serving small PCUSA churches who are seeking to improve skills for a church occupation. MDiv students should use the Presbyterian Study Grant application.

Presbyterian Church (U.S.A.), A Corporation

Office of Financial Aid for Studies—Privacy Policy for Consumers



HOW WE PROTECT AND USE INFORMATION.

What You Should Know

We recognize the importance of keeping information about you secure and confidential. It's important for you to know that, unlike many financial institutions, we do not sell or share any consumer's non-public personal information with outside marketers. You also need to know that we carefully manage such information.

You are considered to be a consumer with regard to the PCUSA if **you are an applicant for or borrower under an educational loan** from PCUSA. This document describes PCUSA's policy with respect to nonpublic personal information about consumers, which means personally identifiable information about a consumer or a consumer's current or former relationship with PCUSA.

("Consumer Information"). This policy is provided to you as required by Federal law.

Making the Security of Information a Priority

Keeping financial information secure is important. We value your trust and handle information about you with care. We limit access to Consumer Information to those persons who need to know that information to provide PCUSA's education loan services to you. PCUSA personnel, and PCUSA's service providers, having access to Consumer Information are required by PCUSA to maintain confidential treatment of Consumer Information.

We maintain physical, electronic and procedural safeguards that comply with Federal regulations to guard Consumer Information. We periodically assess new technology for protecting information and upgrade our systems when appropriate.

Collecting Information.

We collect and use various types of information to service educational loan accounts.

We collect Consumer Information from the following sources:

1. Information you provide to us on applications and through other means, such as your name, address and telephone number.
2. Information about your transactions with us, such as educational loan payment activity.
3. Information we receive from a consumer reporting agency.
4. Other general information we obtain about you, such as demographic information.

Sharing Information With Our Non-profit Affiliates.

We may disclose the Consumer Information we collect, as described above, to the PCUSA's affiliated non-profit organizations. Specifically PCUSA may disclose the name, address, phone number, email address, and school the student plans to attend to the PCUSA's related colleges, universities, or seminaries and to college chaplains and other PCUSA affiliated non-profit organizations engaged in campus ministry.

Sharing Information With Companies That Work For Us.

We may disclose the Consumer Information we collect, as described above, to companies that perform marketing services on our behalf or to other financial institutions with whom we have joint marketing agreements. We may also disclose Consumer Information to third party service providers as necessary to process and service your educational loan accounts with PCUSA.

The companies that work on our behalf are contractually obligated to PCUSA to keep the Consumer Information we provide to them confidential, and to use the Consumer Information only to provide the services we've asked them to perform for you and us.

Disclosing Information in Other Situations.

We may also disclose Consumer Information as permitted by law. For example, this may include a disclosure in connection with:

- A subpoena or similar legal process
- A fraud investigation
- An audit or examination

Making Sure Information is Accurate

Keeping your account information accurate and up to date is very important. If you have questions, or feel that we have not handled information about you properly, you may always contact the PCUSA's Office of Development.

Keeping Up-To-Date With our Privacy Policy

PCUSA will provide notice of our privacy statement annually, as long as you maintain an ongoing relationship with us. This policy may change from time to time.

APPLICATION FOR GRANT PRESBYTERIAN CHURCH (U.S.A.)

SECTION I. TO BE COMPLETED BY THE APPLICANT

Ms.
 Mr.
 Rev.

Name _____ (First) _____ (Middle) _____ (Last) _____ SSN _____

Address _____ Date of Birth _____

City _____ State _____ Zip _____

US Citizen Permanent Resident

PHONE NUMBER (DAYTIME) _____ Email Address: _____ Citizenship _____

You may apply for aid to attend an event or to pursue a Doctor of Ministry for a career in the PCUSA. Event attendees may be considered for Grant aid only. Degree students may be considered for grants and loans. DMin students who are PCUSA pastors and do not meet the grant eligibility requirements, may apply for the CE Loan.

Event	
NAME OF THE EVENT	
INCLUSIVE DATES OF EVENT	Registration Fee
Checklist for Events <ul style="list-style-type: none"> Complete page 3 Attach event Registration Form Send page 3 and 4 to Committee on Ministry Send completed application package to Louisville 	

DMin Program	
<input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <small>Student Status</small>	<input type="checkbox"/> 1st Yr <input type="checkbox"/> 2nd Yr <input type="checkbox"/> 3rd Yr <small>Year of Studies</small>
Month _____	Year _____
Focus _____	Anticipated Completion Date _____
Checklist for Accredited Education Students <ul style="list-style-type: none"> Complete page 3 Send page 3 and 4 to Committee on Ministry Send page 5-6 to School (Must be an ATS accredited seminary) 	

CHURCH APPLICANT SERVES

To be considered for funding please provide all of the information requested below. Grant checks for an event are made payable to the congregation.

Name of Home Church: _____

Treasurer: _____

Home Church Address: _____

City: _____ St: _____ Zip: _____ Phone: _____

I am a: Pastor Christian Educator CLP Other (specify): _____
(Most of the funding in this program is donor restricted to the education of ministers; other church professionals serving small congregations are

I need the supplemental application and promissory note for a Continuing Education Loan

Notice About Awarding Policy

The Office of Financial Aid for Studies has had an awarding policy of one award, per year, per student for many years. In 2006 we are bringing Continuing Education and the Boudinot Fund under this principal, re-stated as one award, per year, per church. If a CE grant is awarded to the congregation's pastor, the congregation will not be eligible to receive Boudinot Funds and vice versa. For more information about the Boudinot Library Fund, please visit www.pcusa.org/financialaid.

VALIDATION BY PRESBYTERY

Name of Applicant _____

SSN _____

Please describe in the space provided below the continuing education program for which you are requesting this grant and indicate how you anticipate this program will better enable you to serve in your church vocation. Please indicate if this course of study will lead to a degree or certification. DMin students should include the name and a brief description of their focus.

**VALIDATION BY PRESBYTERY
REQUIRED SECOND PARTY VALIDATION OF INFORMATION FOR FUND MATCHING PURPOSES
(APPLICANT MAY NOT VALIDATE SELF)**

The applicant is: Male Female

African American Asian American Caucasian Hispanic American Native American Middle Eastern American *(Gender and Racial Ethnic information about applicants is used for fund matching and statistical purposes)*

Does the Presbytery have any objection to the applicant's Continuing Education plans? Yes No

Is the applicant serving a Presbyterian Church (U.S.A.) congregation of 150 members or less in a professional capacity? If the applicant is not a pastor, please explain in what capacity the individual serves the congregation in the space below. Yes No

CLP Christian Educator Other (Specify): _____
(Most of the funding in this program is donor restricted to the education of ministers; other church professionals serving small congregations are considered if funds are available.) Not Serving a Congregation

Will the continuing education program described by the applicant improve skills for a church occupation? Yes No

Does the Presbytery provide funds for Continuing Education? Yes No

Have funds been allocated for this applicant's program? Yes No

Signature of Stated Clerk, or Moderator Committee on Ministry _____

Date _____

Printed Name of Stated Clerk, or Moderator Committee on Ministry _____

Presbytery _____

Address _____

City _____ State _____ Zip _____

Phone _____ Email _____

Please Complete This Form At Your Earliest Convenience and Forward it to:
Presbyterian Church (U.S.A.)
Attn: Financial Aid/ Continuing Education
100 Witherspoon St.
Louisville, KY 40202-1396

