

**APPLICATION**  
**Theological Education for Clergy & Laity Fund**

Commission on Ministry  
The Rev. Dr. Samuel Hartman, Chair  
315 S. Main Street  
North East, MD 21901      (410) 287-5522      [Frsam@stmaryanne.org](mailto:Frsam@stmaryanne.org)

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone and email \_\_\_\_\_

Parish (name and location) \_\_\_\_\_

Date of application \_\_\_\_\_

Please describe below the details of the activity for which the grant funds are requested and how this program will enhance your ministry. Be sure to include a brief description of the program, the date when the program will take place, a summary of the basic elements of the program, and the total cost of the program. You may wish to attach further relevant information, but please write a summary below.

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**Amount Requested \$** \_\_\_\_\_

1. The purpose of grants for Theological Education for Clergy & Laity is to provide financial assistance to clergy and lay persons who wish to continue their theological education in order to benefit the parish they serve or the Diocese of Easton. Please refer to the diocesan theological education fund policy for more details.
2. Grants will not be given for sabbatical, graduate level courses, or training required for ordination.
3. Grants will fund one third (1/3) of total cost of continuing education not to exceed \$500. Grants may exceed \$500 if multiple persons are involved or if the result of the continuing education has a multiplier effect on the Diocese of Easton.
4. No cleric or layperson shall receive more than one (1) grant in any calendar year.
5. Applications for funding must be on an official form and approved by the COM at its monthly meeting.
6. COM will notify applicants of approval and certify payment via the diocesan Administrator of Finances. (410) 822-1919 x104

**Upon approval, this application will be filed in the office of the Bishop of Easton.**

Adopted by COM, April 5, 2005