

THE CATECHESIS OF THE GOOD SHEPHERD FUND

APPLICATION FOR FINANCIAL AID

INSTRUCTION SHEET

Dear Applicant,

The committee of the Catechesis of the Good Shepherd Fund (CGS Fund) welcomes your request for financial aid. We want to outline the purpose of the Fund and the criteria that must be met in order to be considered for financial aid.

The purpose of the CGS Fund is to offer financial aid to applicants who would find paying the full tuition of a course to be a hardship. However, the committee overseeing this Fund expects that applicants would seek other sources of financial support including [but not limited to] funds from the community the catechist will serve as well as funds from the applicant's own personal resources. Sometimes a course will have scholarship help built into the budget of the course. The applicant could discuss this possibility with the course contact person.

The CGS Fund is expecting to support applicants who have strong support from the community in which they will serve as catechists. In this way, the formation of the catechist becomes a vehicle for stewardship for the whole community. Therefore, before requesting any amount, please consider other groups who may be able/interested in supporting your formation. Applicants should not expect 100% funding from the CGS Fund. Please provide as detailed information as possible on the enclosed form about your reasons for seeking financial aid. All information provided will be treated as confidential.

The criteria that must be met in order for consideration are as follows:

- You must be a member of the National Association of the Catechesis of the Good Shepherd. If you are taking a Level 1 course, you may not yet be a member but you must take the step to become one. **You must scan/email, fax or mail either a cancelled check or a copy of your membership card in order to be considered for a scholarship.** **NO REQUESTS WILL BE CONSIDERED BY THE COMMITTEE UNTIL THIS INFORMATION HAS BEEN RECEIVED.**
- The course you are taking must be approved by the National Association of the Catechesis of the Good Shepherd. The course contact person will know if the course is approved or not. You may also go to the Catechesis of the Good Shepherd website: www.cgsusa.org.
- Requests must be made at least one month prior to the start of a course. Financial aid requests cannot be considered for courses already completed.

Financial aid requests are batch-processed approximately 6 times/year. Applications are considered on a first-come, first-served basis. It is best to apply as far in advance of the start of the course as possible in order to allow for processing time.

You must fill out ALL sections of the application, most notably, Page 2. Incomplete applications cannot be considered for support. You will be contacted within 4 weeks as to whether you will receive any financial aid. You must complete the course in order for the award to be sent to the appropriate course leader.

Thank you for taking time to apply,

The CGS Fund Committee

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(Mail: CGS Fund; 2309 Norton Dr., Augusta, GA 30906
email: eyricha@gmail.com)

Date: _____

Applicant Name: _____

Street Address: _____ City: _____ State/Zip _____

Email address: _____

Applicant Phone (Home): _____ (Work): _____ (Mobile/Cell): _____

Are you a member of the National Association? [circle one]: yes no

Atrium where you will serve as a catechist: _____

Atrium Coordinator/Director Name: _____ Phone: _____

Training course in which you will enroll (Level/Part): _____

Is this course approved by the National Association? [circle one]: yes no

Course Dates: _____

Course Location: _____

Course Contact Person: _____ Phone: _____

Total cost of course: _____

Amount paid by you or other sources (including deposits): _____

Amount requested for funding: _____

Please check with the Course Contact Person to determine to **whom the check should be made out.** **NOTE: Disbursement must be made to a non-profit or church organization, and cannot be made to an individual.** Name of Organization: _____

Mailing Address of Organization: _____

Will you be requesting financial support from any other sources to defray the cost of your training? _____ If yes, please explain amount and source. _____

Financial aid requests will be evaluated by the CGS Fund Advisory Board. Awards will be based on need and a commitment by the recipient to serve in the work. Please help us by prayerfully discerning what level of financial aid you need. Include below a short description of your reasons.

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(page 2)

Please share with us in the space below how you plan to use your training as a catechist in this work. Where and whom will you serve? Why do you feel your training is important to this community? Feel free to attach a separate page.

DO NOT WRITE IN THE SHADED AREA - FOR ADVISORY BOARD REVIEW ONLY

Date Rec'd: _____ Date Submitted to CGS Fund Advisory Committee: _____

CGS Advisory Response: Financial aid recommendation: (Y/N) Financial aid amt: _____

CGS Fund Scholarship Coordinator Disbursement Memo Date Submitted: _____

CCF Disbursement Letter (Date Completed): _____