

# Applicants for Ministerial Training Tuition Assistance

## Leadership Development & Support Team (LDST) Classis Grand Rapids East

### GENERAL FUNDING CRITERIA

*Note: Also see Classis Mission, Core Values, and Ministry Priorities, attached.*

1. All grants from Classis Grand Rapids East (hereafter *Classis*) are to align with its values and priorities and help fulfill its mission.
2. Classis grants are designed to support new ministry initiatives, training needs, and other ministry opportunities.
3. Classis grants are intended to help develop self-sustaining ministry through broader partnership and support (rather than long-term funding by Classis).
4. Classis grants require meaningful partnership and accountability with the appropriate ministry team of Classis and, ordinarily, with one or more member congregations.
5. Grant amounts are finalized by recommendation of the ministry team, endorsement of the ministry plan team, and approval of the executive team.
6. Grant recipients are to report to and be reviewed by the appropriate ministry team at least annually.
7. Actual payment of approved grants will be contingent on available funds.

### ELIGIBILITY

1. Applicants must be members in full communion and in good standing of a member church of Classis Grand Rapids East for a minimum of one year. The applicant must be such a member at the time of application to a Master of Divinity program.
2. The Applicant must intend to meet the requirements for ordination for Ministry of the Word in the Christian Reformed Church in North America.
3. The Applicant must intend to serve in the ordained Ministry of the Christian Reformed Church.
4. The LDST will only recommend for financial assistance students who have received prior endorsement by the CMLT as potential candidates for ordained Ministry of the Word in the CRC. This endorsement requires an annual interview with the CMLT. Classis GR East also reserves the right to interview individual applicants.
5. If Classis grants you financial assistance, you will be required to sign an **Agreement** with classis which would oblige you to pay back such funds under certain

circumstances. A copy of the agreement is enclosed. Without the signed agreement, we cannot process your application.

## **FIRST-TIME APPLICANTS**

Here is a checklist of the items we need from **first-time applicants** in order to process your request:

\_\_\_\_ A one-page letter giving us a brief summary of your life situation and professional goals.

\_\_\_\_ A letter of recommendation from your Church Council recommending you to Classis for financial assistance and endorsing you as a candidate for the gospel ministry.

\_\_\_\_ A transcript (copy is fine) of your academic work.

\_\_\_\_ A completed income/expense form (attached).

\_\_\_\_ A signed copy of the Agreement between Classis and the Beneficiary (attached)

We must have this material in our hands by April 15.

## **RE-APPLYING APPLICANTS**

1. Even if you applied last year, you must re-apply each year. If we gave you funds last year, then the **only** item that you must fill out is the income/expense form.
2. When you fill out the income/expense form, make sure you include the amount of funds that you are requesting from us.
3. If Classis grants you financial assistance, you will be required to sign an **agreement** with classis which would oblige you to pay back such funds under certain circumstances. A copy of the agreement is enclosed. Without the signed agreement, we cannot process your application.
4. We schedule interviews at Calvin Seminary in the spring. I will send you a schedule of interviews via email as soon as I receive everyone's completed application package.

We must have this material in our hands by April 1.

**ALL APPLICANTS** are to send materials to:

Rev. Mike Abma  
c/o Woodlawn CRC  
3190 Burton SE  
Grand Rapids, MI, 49546

(616) 942-8406 ext. 14  
Fax 616 942-9480  
[mike@woodlawncrc.org](mailto:mike@woodlawncrc.org)

DATE \_\_\_\_\_

**INCOME-EXPENSE FORM**  
LDST Classis Grand Rapids East

NAME: \_\_\_\_\_ MEMBERSHIP IN WHAT CONGREGATION \_\_\_\_\_

YEAR IN SEMINARY: \_\_\_\_\_

NAME OF SEMINARY ATTENDED: \_\_\_\_\_

MARITAL STATUS: \_\_\_\_\_ SPOUSE'S NAME: \_\_\_\_\_

# OF CHILDREN: \_\_\_\_\_

\* EMAIL ADDRESS \_\_\_\_\_ (required)

**INCOME**

Amount of current savings	
Anticipated net income from summer earnings	
Anticipated net income from part-time work during next school year	
Anticipated net income from spouse's work during next school year	
Contributions from parents or others	
Income from scholarships for the school year	
Amount of money from loans or grants	
Other	
<b>TOTAL</b>	

**EXPENSES** (for the next academic year)

Tuition	
Books and Fees	
Housing (including utilities)	
Transportation (car)	
Food	
Clothing	
Church & Charities	
Christian school tuition for children	
Child care	
Medical Insurance	
Medical Expenses	
<b>TOTAL</b>	
Amount of Present Indebtedness	
Current Monthly Obligation	

**Amount Requesting from Classis:** \_\_\_\_\_

**AGREEMENT BETWEEN CLASSIS GRAND RAPIDS EAST  
AND THE BENEFICIARY**

Since Classis Grand Rapids East has granted my request for assistance from its Leadership Development and Support Team (LDST) so that I may continue studies leading to ordained ministry in the Christian Reformed Church, I, the undersigned, agree to the following provisions:

1. I will indicate at the time of registration that I am receiving financial assistance from Classis Grand Rapids East, so that reports of my academic progress can be sent to the secretary of the LDST (*if applicable. Currently Calvin Theological Seminary is the only school that maintains this kind of relationship with supporting Classes*).
2. I will stand ready to explain to the LDST any irregularities that may develop in my conduct, belief, or academic status. I understand that the Classis retains the right to withdraw assistance because of such irregularities.
3. Should I **not** enter the ordained ministry in the Christian Reformed Church, I will repay in full whatever grants I have received, unless the reason for not entering the ministry is chronic illness or disability.
4. I understand that upon entering the work of ministry in the Christian Reformed Church I can consider any obligation to repay to have terminated after five years of service. If I leave the work of ministry in the CRC prior to five years of service, I will repay all grants to me, understanding that the debt is reduced by twenty percent for each year of service.
5. By signing this agreement, I accept the responsibility of informing the committee and repaying the committee in the event I do not enter the ordained ministry in the CRC or leave it before completing ten years of service.

DATE: \_\_\_\_\_

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
LDST Leader