1. Applications are available at the Diocesan Office and on the website for partial funding for continuing education and may be made by clergy (bishops, priests, and deacons):

   • who have been ordained for one year,
   • who are canonically resident in this diocese, and
   • who are currently engaged in active ministry.

2. All grants are to be made in writing on the form provided in the Diocesan Office.

   • Each form is to be accompanied by the literature available on the conference or program.
   • The applicant is to provide 2 copies of all the information and send one each to:

     - Continuing Education
     - Diocese of Kentucky
     - 425 S. 2nd Street, Suite 200
     - Louisville, KY 40202

     - The Rev. Bill Parker
     - Commission on Ministry, Presiding Chair
     - 2233 Woodbourne Ave.
     - Louisville, KY 40205
     - bparker@mysaintandrews.org

3. The Commission on Ministry normally meets once each month. Please submit your request on the 1st of the month of the meeting in which you want your application considered.

4. Both the applicant and the congregation (or other employing institution) are expected to share in the expenses of continuing education.

5. Clergy may apply for continuing education grants only once every twelve months.

6. Diversity of study is encouraged and so funds are not available for repeated courses.

7. Financial aid for advanced degrees is considered on a year-to-year basis.

8. The Brennan Fund does not allow for the retroactive funding of continuing education nor is it available for spouses.

9. The Commission requires those who receive funding to write a brief evaluation (several paragraphs) at the conclusion of their program which will be used as an online resource for the diocese. Evaluate your experience relative to your expectations and relate 1) how well it met your purpose for taking the course, 2) the aspects of activities and curriculum that were helpful, and 3) the usefulness of the course in your ministry. The person receiving funding will be available for consultation. Future applications will not be accepted without receipt of this evaluation.