

ST. FRANCIS REGION SCHOLARSHIP PROGRAM

Brief History

The St. Francis Region scholarship program was established to enable members of the Region to attend approved local, regional, or national workshops, seminars/webinars and other educational programs related to the Secular Franciscan Order or of benefit to the members of the Order. The Scholarship Fund is also used to fund such programs within the Region, whereby outside speakers/educators can be brought into the Region for the benefit of the members of the Order or for St. Francis Region.

Intent and Purpose

The intent and purpose of the scholarship program is to assist members of the Order in St. Francis Region to become better prepared to lead and guide our Order. It is anticipated therefore, if requested, that all applicants will become available to share the training/education they have received with other members of the Region or Fraternities.

Availability

In order to make the program available to as many members of the Region as can reasonably benefit from them, some scholarships may be awarded on a matching funds basis, whereby the Region's scholarship fund will provide one-half the funding required for an applicant to attend the requested program. When possible, applicants' fraternities are encouraged to provide the other half in such cases. If this cost sharing is not possible due to limited financial resources within a Fraternity, and the person making the request cannot contribute to these costs, the Regional Executive Council may approve up to 100% of the necessary funding request.

Who may Apply

The scholarship program is open to all Professed members of St. Francis Region. The awarding of scholarships will be based on the past service of the member to the Order and the anticipated future service of that member to the Order, as well as the availability of funds to support the request.

Scholarship Application

To request a Regional Scholarship, an Application for Regional Scholarship Form must be completed. Supporting documentation/information should also be included with the Scholarship request, providing further information about the class, webinar, conference, etc. The scholarship request should be forwarded to the Regional Secretary as soon as possible and will be reviewed at the next Regional Executive Council meeting (which currently meets every other month). The Regional Executive Council, within its authority, may approve the entire amount requested, or may approve a percentage of the amount requested, or may deny the request. The applicant will be informed by the Regional Secretary of the REC's decision and arrangements will be made with the Regional Treasurer to provide any approved funding. The decision of the REC is considered final.

Travel and Lodging Expenses

The scholarship program is to be used for expenses related to attending an applicable class, webinar, or conference. If, in addition to registration/tuition fees, a person is also requesting assistance with travel and lodging for the conference, then a ***Travel Request Form*** must also be completed and submitted along with the Scholarship Request Form. Please note that meal expenses are the responsibility of the attendee (if they are not included with the registration/tuition fee) and they will not be included as part of either a Scholarship and/or Travel Expense award. No per diem expenses are included as well.

ST. FRANCIS REGION
Secular Franciscan Order
APPLICATION FOR REGIONAL SCHOLARSHIP

Personal Information:

Name: _____

E-mail: _____

Address: _____

Home Phone: _____ Cell/Other Phone: _____

Describe the course/seminar/workshop for which you are asking for funding (provide supporting information):

OFS Information:

Your fraternity: _____

Date and Place of profession: _____

If you have been a member of another fraternity, please state when, and the circumstances of your changing fraternities (transfer, merging, etc.): _____

Service to SFO:

What elected position have you held in your fraternity (or previous fraternity – state which) and dates of service:

In what other capacity have you served your fraternity? Positions and dates: _____

If you have served in any position at the Regional level, describe, with dates: _____

Fraternity Support:

Have you presented information about this program to the Council of your fraternity? _____

If you have not, please do so before you submit this application.

Do you have the support and approval of your Council? _____ Signature of your minister or secretary is
evidence of that support. _____
(Signature of Minister/Secretary)

Financial Information

What is the cost of the program for which you are seeking the scholarship? _____

What is the location? _____

If there are travel and lodging costs, please also complete a Travel Request Form and attach.

How will you be traveling? (Plane, car, etc.)** _____

**If travel and lodging costs are also being requested, please also complete a Travel Request Form and attach.

How much is your fraternity willing to contribute to the cost of the program? _____

How much of the travel cost are you willing to pay? _____

How much of the tuition or program fees are you willing to pay? _____

Please attach the following to your application:

1. One or more paragraphs (in the language of your choice to be translated by the REC):
 - Why you want this scholarship.
 - In what way you will use the training/education you receive for the benefit of your fraternity and/or for the benefit of St. Francis Region?
 - What are your expectations of how this event will assist you in growing in your Franciscan life?
 - Anything else you believe is relevant.
2. A copy of the program information (if not a regional event).
3. If requested by the Regional Executive Council, letters of recommendation from one or two people, including your fraternity Minister, knowledgeable about your Franciscan life, and your suitability for additional training/education.

If your request is approved, the funds will be provided to you directly or in a check made payable to the sponsor of the program which you wish to attend, at the option of the scholarship committee. Please provide the information below as to that program:

Name of program: _____ E-mail: _____

Contact person: _____ Phone Number: _____

Address: _____

Scholarship recipients will be notified by the Regional Executive Secretary. All funds will be distributed by the Treasurer of St. Francis Region.

Award Limitations:

Applicants are not eligible to receive more than one scholarship per calendar year.

Disclaimer:

Neither St. Francis Region of the Secular Franciscan Order, the National Fraternity of the Secular Franciscan Order, nor their members, agents, or representatives (hereafter "OFS") are responsible for the quality of any training or education received with this scholarship. The undersigned, on behalf of herself/himself, his or her successors and assigns, hereby releases the OFS of any and all liability arising from or related to this scholarship and the training or educational program to which it applies and agrees to indemnify, defend, and hold the OFS harmless from any loss that may occur as a result of or relating to said program. The undersigned assumes all liabilities of attendance and travel to/from this conference/class/webinar.

I declare under penalty of perjury that the information I have given is true and correct and that I meet the application requirements for this award. If I am declared the recipient of this scholarship, I agree to the terms of disbursement of funds for this award. I also understand that this application will be disqualified if incomplete.

Signed: _____

Date: _____

<p align="center"><u>Send the entire application as scanned copy to:</u></p> <p align="center">Regional Executive Secretary Maria Rodriguez wingsmgr@yahoo.com</p> <p>Note: Due to ease of processing, it is <u>preferable</u> for you to send your application & documents to the Regional Executive Council in this electronic manner.</p>	<p>OR</p>	<p align="center"><u>Send the completed application by mail to:</u></p> <p align="center">Maria Rodriguez 12860 Yorba Ave. Chino, CA 91710</p>
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For REC use:

Application packet received on: _____

Reviewed by REC: _____

Decision by REC: _____

Requester Notified: _____

Retain copy for St. Francis Region records.

Oct. 2023