

Background—The Permanent Fund Ministry Team of First Presbyterian of Houston

The Permanent Fund Ministry (PFM) team of First Presbyterian Church of Houston (FPC) is responsible for the stewardship of the Church's endowed funds. The PFM team prayerfully makes decisions about how best to administer the gift people have given to our church, being careful to honor the guidelines that accompany any of these gifts. The PFM team is a Ministry team under the Operations committee of the Session and therefore operates in accordance with policies established by the Session. The PFM team oversees the investment and administration of the Church's endowment funds and donates the real earnings therefrom to worthy causes. More specifically, the PFM team directs the investment of all funds received as endowments, overseeing fund account maintenance, awarding funds to undergraduate college and seminary students, and granting funds to organizations engaged in Christian endeavors, particularly to organizations that meet human needs. To accomplish its mission, the PFM team operates much like a foundation.

Information Regarding Scholarship Grants

To be considered for a scholarship or grant, an application must be completed and received by the PFM by one of the three submittal dates:

- June 1 for the fall school session
- November 1 for the spring school session
- April 1 for the summer school session

Scholarship grants are based on merit and need in the following monetary range:

- Undergraduate student scholarship grants up to \$5,000 per academic year, not to exceed \$20,000 in aggregate.

The following requirements must be met to receive a scholarship grant:

- Completed Application for Education Scholarship form (this form), with supporting financial documentation (Free Application for Federal Student Aid form, tax return, income/expense analysis for student). All financial information will be kept confidential.
- High school transcript for college freshman and college transcript for each succeeding semester of undergraduate work indicating that the applicant is in good standing at the college or university at which he or she is enrolled.
- Progress report per term where the applicant is enrolled.

Scholarship grants will be approved on an annual basis but will be funded by term or semester.

Students will be notified with each disbursement that they must write a summary of their current term experience and attach a transcript of related grades before further disbursements will be made. Scholarship award payments are made payable directly to the Institution.

Scholarships will normally be granted only to applicants with a history of FPC involvement. To give us a clear picture of your need and your relationship to our church, please answer all the following questions.

Name of Student Applicant _____

Street Address _____

City _____ State _____ Zip _____

Home Phone _____ Other Phone _____

E-mail _____

Time period covered by scholarship:

Full year, full time (2 semesters of 12+ credit hours) beginning _____

Single term beginning _____

Other (summer, online, part-time, etc.) specify/beginning _____

University or College Name _____

Major Field of study _____

Grade level at start of scholarship period:

Freshman

Sophomore

Junior

Senior

Why have you chosen this University or College?

What are your plans following graduation?

Are you a member of FPC Houston?

Yes

No

If you are not a member, what is your affiliation with FPC Houston?

Please describe the nature and extent of your current and past involvement with FPC (or your home church) and your involvement with all other ministry-related activities.

If you are currently in college, do you attend a church during the school semester(s)?

If you are involved with another church and/or are involved with ministry-related activities while pursuing your undergraduate studies, please describe the nature of your current and past involvement.

**Please have a ministry representative of one of your activities complete the "Church or Ministry Involvement" form included with this application. It may be completed by any teacher or leader in your church or ministry-related activity.*

Are there specific financial circumstances you would like for the PFM team to consider when evaluating your application? If so, please include that information here:

Do you plan to use what you are learning in your undergraduate studies in full-time ministry or a ministry-related endeavor (including in a volunteer capacity) after graduation? If so, please describe.

Please provide employment history (full or part-time) or attach resume.

Student-related expenses (anticipated costs for the time period covered by scholarship)

Tuition \$ _____
Fees \$ _____
Books \$ _____
Room & Board \$ _____
Transportation \$ _____

Total \$ _____

What other scholarships, grants or student loans have you applied for?

How much have you been promised to date? _____

Amount requested from FPC Houston \$ _____

If the Permanent Fund Ministry team has previously granted you a scholarship, please attach a copy of your transcript for the period covered by that grant.

Signature _____ Date _____

Return completed grant applications to:

First Presbyterian Church
5300 Main Street
Houston, TX 77004
Attn: Andrew Stepp, Executive Pastor
Erin Varnell, Executive Assistant

For Office Use Only:

Received: _____
By: _____

Your application should include each of the following:

- Completed application
- SAR (Student Aid Report) generated by completing the FAFSA (Free Application for Federal Student Aid)
- High School transcript for college freshman and college transcript for each succeeding semester of undergraduate studies.
- Completed church and/or ministry involvement form if the applicant has completed at least one semester at the undergraduate institution.



FPC HOUSTON

Church or Ministry Involvement Form

Undergraduate Education Scholarship

By my signature below, I confirm that _____
(applicant's name) has been involved in _____
(church or ministry) during the past school year.

Name of Ministry Representative

Role in church or ministry

Date