

NEW ULM COUNCIL OF CATHOLIC WOMEN



NUDCCW SCHOLARSHIP

INFORMATION

BOOKLET

2019-2020

Diocesan Scholarship Coordinator
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NUDCCW SCHOLARSHIP PROGRAM

GENERAL INFORMATION

2019-2020

What is the NUDCCW Scholarship Program?

- The NUDCCW Scholarship Program offers scholarship monies for education of faith and spiritual growth to our CCW groups and parish members who are volunteers or employees involved in various parish ministries.

Who is eligible to apply?

- CCW Groups
- CCW Leaders
- Individuals in Parish and Catholic School Ministry
- Youth Parish Ministry Volunteers
- **Individuals not eligible**
 1. Priests and pastoral administrators who have their own source of continuing education funds.
 2. Individuals employed for the Diocese of New Ulm or a parish employee entitled to a minimum of \$200.00 continuing education money from their employer.
 3. Individuals employed or doing volunteer ministry in a parish in the Diocese but who is not a member of a parish in the New Ulm Diocese. Since this is a Diocesan CCW Program and funded by our parish CCW groups, applicants must belong to a parish in the New Ulm Diocese.
 4. Youth attending NCYC, World Youth Days or participating in a mission trip.
 5. If the individual's parish CCW or the CCW of the parish they are employed by has not donated monies to the NUDCCW Scholarship fund for the current year.
 6. Individuals who have had their registration paid by another organization or other outside funding source.

Scholarship Grants may be used for the following:

- Workshops, institutes, conferences, seminars, classes, courses or convention registration that aid individuals in Parish and/or Catholic School Ministry
- CCW Functions such as National, Province or New Ulm Convention Registration
- Enrichment for Parish CCW Groups such as:
Speaker cost, purchase of CD/ DVD/books that would encourage and help members in their faith growth

What amount may one apply for?

- MAXIMUM amount of an individual scholarship is **\$200.00** with the exception of attending the National Council of Catholic Women Convention. The total registration is eligible plus an additional **\$ 500.00** for travel/lodging expenses.
- An individual Scholarship is for tuition or registration fees only. Scholarship cannot be used for books, materials, lodging, travel or meals.

How to apply for a scholarship?

- If a volunteer or employee is interested, they should contact their Parish Scholarship Coordinator or Parish CCW President to obtain information. Interested applicants are encouraged to attend their local parish CCW meeting to receive the application.
- Applicant should complete the application form. Your parish ministry must be indicated.
- Answer all questions on the application form.
- Only one application per person per year.

- TWO signatures are required on the application: the Parish CCW Scholarship Coordinator or CCW president AND your Parish Pastor. The application will not be considered without these two signatures.
- Mail completed application form to Diocesan Scholarship Coordinator. (Address is on the application). You must use the application form for the current year (2019-2020).
- Application must be postmarked by March 1, 2020 or the application will not be considered.

How many scholarships are available?

- The number of awards and amounts are determined by the donations received from parishes in the diocese and the number of applicants.

How are scholarships awarded?

- The Scholarship Committee reviews applications from each parish.
- The total donation from each parish is taken into consideration along with the number of scholarships that have been received from each parish. Many times scholarship awards to a parish are greater than the amount the parish has donated to the scholarship fund.
- Applicant's local Parish CCW or the CCW of the parish they are employed by must have donated some monies to the NUDCCW scholarship fund in order for an applicant to be considered for an award.

When are scholarship awards publicized and when are scholarships used?

- A list of recipients and the amount awarded to each are published in the convention booklet at the annual NUDCCW Spring Convention held the 4th Saturday in April.
- Award letters to the individual scholarship recipients will be prepared and sent out after the Convention.
- Scholarships awarded can be used to pay for tuition or registration for a workshop/conference etc. attended in the past year OR for one you plan to attend in the following year.

How is one reimbursed for scholarship awards?

- To receive reimbursement, the recipient, after attending the workshop, seminar, convention etc., will need to be sent a payment receipt such as a copy of the payment or a copy of the bill marked "PAID" PLUS the bottom portion of award letter to the Diocesan Scholarship Coordinator.
- The Diocesan Coordinator verifies the receipt with the application and amount awarded, and then sends authorization to the Diocesan Treasurer to issue the scholarship reimbursement check.
- Allow two to six weeks for the processing of this reimbursement.
- Reimbursement request must be sent to the Diocesan Scholarship Coordinator by March 1st to receive scholarship money awarded at the previous April NUDCCW Convention.
For instance: scholarship award recipients at the April 2019 Convention must request reimbursement by March 1, 2020. Scholarships not requested for reimbursement by the March 1st deadline will be forfeited and cannot be carried over and used in the coming year.

(Revised August 2019)

IF YOU HAVE QUESTIONS, PLEASE CONTACT

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