

CREED Fund Policy and Procedure for Ongoing Deacon Formation

Eligibility:

- All deacons of the Diocese of Duluth

General Guidelines:

- The course of study or program needs to qualify under the CREED Fund Mission Statement.
- The money available for Deacon Post-Ordination Education will be divided in half with fifty-percent of the funds available for individual deacon formation/education, and fifty-percent of the funds available for the Diocese of Duluth Deacon Formation Program.
- The following would qualify under higher formation/education
 - A Masters in Theology, Pastoral Ministry, Catechetics, etc.
 - Seminars and Conferences that pertain to developing ministerial skills or certification.
 - Enrichment programs, seminars, and conferences not pertaining to a degree or certification (example the annual Steubenville Conference for deacons) would qualify every third year.

Procedure:

- A *Pre Application* (Form B1) must be submitted to the CREED Fund.
- A letter of recommendation from the Director of Diaconate Ministry must accompany the *Pre-Application*.
- The Chair of the CREED Fund Committee will contact the deacon and the Director of Diaconate Ministry regarding the *Pre Application*.
- Deacon completes the *Grant Application Process for Ongoing Deacon Formation* (Form H2) for the first year of the grant.
- If the program lasts more than one year a copy of their transcripts and a letter of intent to continue along with the grant amount requested must be sent to the CREED Fund by applicable deadlines.

I have read and agree to adhere to the requirements and guidelines above.

Deacon's Signature

Date

Print Name

Note: Two (2) copies of this agreement should be signed. One returned to the CREED Fund Chairperson and the deacon retains one copy for his records.

Proposals prepared for submission to other funding sources will be accepted provided the above information is included. The Diocese is sensitive to varying levels of experience in writing grant and loan proposals (you need not be a professional grant writer to apply).

Grants are awarded by the CREED Board of Directors through the recommendation of the CREED Fund Committee. Grants awarded are the prerogative of the Board of Directors.