

**THE SCHOLARSHIP COMMITTEE**  
**Episcopal Diocese of West Texas**  
P. O. Box 6885 • 111 Torcido Drive  
San Antonio, Texas 78209  
(888 or 210) 824-5387 • FAX (210) 821-2164

**Douglass Foundation Scholarship Application**

*All applications must be submitted by Tuesday, June 6, 2023*

Through the generosity of the Douglass Foundation, scholarships are offered to qualified seminarians and other graduate-level students. The purpose of the Douglass Foundation Scholarship Program is to encourage qualified college graduates to seek advanced degrees in the fields of *theology, business, and psychology*. The Scholarship Committee (the “Committee”) at the Bishop Jones Center administers the Douglass Scholarship Program on behalf of the Douglass Foundation. These scholarships are granted annually and applicants must reapply.

To be eligible, seminarian applicants must:

- Be Canonically resident in the Diocese of West Texas
- Be Enrolled as a postulant in one of the accredited seminaries of the Episcopal Church, located in the United States, and approved by the Bishop of the Diocese of West Texas
- Have applied for financial aid to a minimum of three entities beyond the Douglass Foundation
- Demonstrate evidence of financial need and merit

To be eligible, seminarians and *other applicants* must:

- Be an active member of an Episcopal Church in the Diocese of West Texas
- Be accepted in a program of graduate study leading to a degree in the fields of theology, business, or psychology from an accredited educational institution
- Show evidence of potential for excellence
- Be of high moral character
- Have applied for financial aid to a minimum of three entities beyond the Douglass Foundation
- Demonstrate evidence of financial need and merit

In order for your application to be considered, the following must be submitted:

- Completed application form (including page 5, Income and Expense Budgeting Worksheet)
- Copy of your college transcripts
- Copy of score reports on your college graduate entrance exams (GRE or GMAT)
- Copy of your graduate school degree plan developed by student and counselor (with name of degree and semester hours/years to attain degree)
- Copy of your most recent federal income tax return
- Specific amount requested
- Letter that “tells your story” - The purpose of this letter is to fully acquaint the Committee with who you are, what your life experiences have been, how you came to want to pursue the priesthood or graduate field, something about your financial situation, and any other information you would like to share with the Committee. This personal letter should be submitted along with the application form and the other required supporting documents.
- Documentation of any additional funding secured, post application submission, upon request of Scholarship Committee

By submitting this application, I hereby grant to the Committee full authority and permission to obtain any information it deems necessary from administrative officials at schools I have attended or plan to attend. I acknowledge and agree that the Committee has sole authority and sole discretion to make Douglass Scholarship awards; that the statements made in my application are true and correct to the best of my knowledge and belief and in the event of a change in my circumstances after the date of submission of this application, I will submit a supplement to the application to reflect such change in circumstances.

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Applicant’s Signature

Date

Name: \_\_\_\_\_  
Last First Middle

Student ID (if available): \_\_\_\_\_ E-mail: \_\_\_\_\_

Summer Mailing Address \_\_\_\_\_

**USE BLACK INK or TYPE ALL SECTIONS OF THIS APPLICATION**

**Section I: Personal Information**

Address: \_\_\_\_\_ City/St/Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Alternate Contact Phone: \_\_\_\_\_

Parents' Names: \_\_\_\_\_

1. Name and address of seminary/graduate school that you will attend:

School: \_\_\_\_\_

Address: \_\_\_\_\_ City/St/Zip: \_\_\_\_\_

Have you applied for admission? \_\_\_\_\_ Have you been accepted? \_\_\_\_\_

How will you be classified? \_\_\_\_\_ Expected date of graduation: \_\_\_\_\_

Degree sought: \_\_\_\_\_ Semester Hours/Years to attain: \_\_\_\_\_

2. Date of Birth: \_\_\_/\_\_\_/\_\_\_ Place of Birth: \_\_\_\_\_ Sex: M  F

Marital Status: \_\_\_\_\_ Names & Ages of Children: \_\_\_\_\_

3. To which Episcopal Church in this diocese do you belong? \_\_\_\_\_ For \_\_\_\_\_ years

Address: \_\_\_\_\_ City/St/Zip: \_\_\_\_\_

Name of Clergy: \_\_\_\_\_ Telephone: \_\_\_\_\_

Are you currently active in an Episcopal church? \_\_\_\_\_ Name/City: \_\_\_\_\_

**Section II: Self Appraisal**

In the space below, please list your strengths and weaker points. Your strengths should include what you consider your assets, things you like about yourself, and the things you feel you do well. Your weaker points should include what you consider your shortcomings and areas in which you hope to improve.

Self Appraisal	
Strengths	Weaker Points

**Section III: Academic Information**

1. Educational Data (through current school term):

Name/Address	From/To	Year Graduated	Degree Received	Major	Rank or GPA
High School					
Colleges					
Graduate School					
Special Training					

2. Name and describe any honorary or professional organizations of which you are a member: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3. List any other honors you have received: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

4. List a minimum of three **entities** and the **application date(s)** to whom you have applied for financial aid/grants. If you have been awarded aid list the **amounts received**. Do not include loans.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Section IV: Financial Information**

Please complete the "Douglass Scholarship Income & Expense Budgeting Worksheet" (pg 5) to support your numbers.

1. Financial Information from pg. 5	
1.) Income Total	_____
Expense Summary	
2.) School Expense Total	_____
3.) Housing Total	_____
4.) Charitable Giving Total	_____
5.) Daily Living Total	_____
6.) Transportation Total	_____
7.) Health Total	_____

8.) Personal Total	_____
9.) Miscellaneous Total	_____
<b>Total Expense</b>	_____
<b>Cash Over/Short</b>	
<b>Additional Questions</b>	

2. Amount of Douglass Foundation scholarship for which you are applying: \_\_\_\_\_

4. How many people are there in your immediate family? \_\_\_\_\_

5. Including yourself, how many of these will be in college during the next school year? \_\_\_\_\_

**Section IV: Financial Information (con't)**

**6. Income, Deductions, Earnings, and Benefits:**

a)	2022 Filing Status (Single, Married, Filing jointly, etc.)	
b)	2022 Adjusted Gross Income (1040 line 11)	
c)	2022 Total Tax (1040 line 24)	
d)	2022 Itemized Deductions (1040 line 12)	
e)	2022 Income Earned from Work (Form W-2)	
	1) Student	
	2) Spouse	
f)	2022 Untaxed Income and Benefits: Social Security Benefits, Aid To Families With Dependent Children, Child Support Payments Received, Other	
g)	Medical and Dental Expenses Not Covered By Insurance	
h)	Non-college Tuition Paid For Dependents (not including applicant)	
	1) Total Amount Paid	
	2) Number of Children	

**7. Asset Information:**

a)	Cash, Savings, Checking Account	
b)	Home (if renting, enter "0")	
c)	Other Real Estate or Investments	
d)	Business or Farm	

**Attach supporting complete copies of Forms 1040, 1040A, or 1040EZ, and W-2 Forms (☑ the box).**

**Attach a letter “telling your story”- of who you are, what your life experiences have been, why you want to attend seminary or graduate school, and any other information you want to share with the committee (☑ the box).**

**Attach the completed “Douglass Scholarship Income and Expense Budgeting Worksheet” (☑ the box).**

## Douglass Scholarship Income and Expense Budgeting Worksheet

<b>INCOME</b>	Amount	<b>PERSONAL EXPENSE</b>	Amount
Personal Savings		<b>Charitable Giving</b>	
Personal Employment		Church	
Spouse's Employment		Other	
Financial Aid from School		<b>4.) Giving Total</b>	\$ -
Diocesan Stipend			
Parish Stipend		<b>Daily Living</b>	
Scholarships (exclude Douglass)		Groceries	
Other		Dining Out	
<b>1.) Income Total</b>	\$ -	Child Care	
		Child Education Expenses	
		Other	
<b>SCHOOL/HOUSING EXPENSE</b>		<b>5.) Daily Living Total</b>	\$ -
<b>School Expenses</b>			
Tuition		<b>Transportation</b>	
Books & Supplies		Car payments	
Student Activity Fees		Gas/Fuel	
Automobile Registration Fee		Insurance	
Other		Repairs	
<b>2.) School Total</b>	\$ -	Other	
		<b>6.) Transportation Total</b>	\$ -
<b>Housing</b>			
Moving Expenses		<b>Health</b>	
Mortgage/Rent		Insurance	
Utilities		Prescriptions	
Internet/Computer		Co-payments/out-of-pockets	
Cell Phones		Life Insurance	
Maintenance		Other	
Other		<b>7.) Health Total</b>	\$ -
<b>3.) Housing Total</b>	\$ -		
<b>Financial Summary to pg. 3</b>		<b>Personal</b>	
1.) Income Total	\$ -	Clothing	
<b>Expense Summary</b>		Travel	
2.) School Expense Total	\$ -	Gifts	
3.) Housing Total	\$ -	Entertainment	
4.) Charitable Giving Total	\$ -	Other	
5.) Daily Living Total	\$ -	<b>8.) Personal Total</b>	\$ -
6.) Transportation Total	\$ -		
7.) Health Total	\$ -	<b>Miscellaneous</b>	
8.) Personal Total	\$ -	Income Tax	
9.) Miscellaneous Total	\$ -	Other	
<b>Total Expense</b>	\$ -	<b>9.) Miscellaneous Total</b>	\$ -
<b>Cash Over/Short</b>	\$ -		
Applicant's Signature		Date	