



2024 APPLICATION



Dear Ministry Worker,

First, thank you for dedicating your life to glorifying God. We know how difficult the decision can be to choose to work at a church or Christian organization, but we also know just how important and amazingly rewarding it is to work in ministry. We also understand the lack of recognition that comes with this work, and that is why we want to say "Thank You."

The Broom Tree Fellows Program is designed to provide tuition loan forgiveness to individuals working at churches or Christian organizations. Because of the financial burdens sometimes associated with a life of ministry, we also want to recognize your commitment and hard work to God. Over the past ten years, we have been blessed to provide over 300 loan forgiveness grants to assist Christian ministers in meeting their religious education–related obligations. It is our hope that by receiving a grant, you are able to focus more on your ministry and less on repaying loans.

To apply for a Loan Forgiveness Grant, please complete the attached application and return it to us no later than **Wednesday, February 28, 2024**. We will begin reviewing applicant packages after this date. The application is also available on our website (www.BroomTreeFellows.org). Churches and ministry organizations are *not* limited in the number of Broom Tree Fellows applications that can be submitted, so please share this opportunity with others working in your ministry who may have student loan debt. Applicants may reapply every year that they have student loan debt.

Alumni Grant Program (available after June 4, 2024)

If you have previously received a Loan Forgiveness Grant from the Broom Tree Fellows Program, you also qualify for the Alumni Grant Program. It was established to celebrate the work you are conducting at your church or Christian organization by providing further support to your current program or to help you establish a new program for your ministry. You are eligible to apply to both the **Loan Forgiveness Grant** and the **Alumni Grant Program** if you wish.

If you have any questions or need clarification on any part of the application, please get in touch with us at Programs@BroomTreeFellows.org or 703-437-9720. Also, for more information or to see previous Broom Tree Fellows Program awardees, please visit our website at www.BroomTreeFellows.org.

Once again, thank you for all you do to further the Kingdom of God!

Sincerely,

The Broom Tree Fellows Program Committee





Complete applications should include:

PART I:

- A. **Completed application form**
- B. **Resume or Curriculum Vitae** ("CV")
- C. **Transcripts** (past applicants do not need to resubmit a school transcript)
 - Official transcripts should be sent via email or standard mail directly from your college(s).
 - Loans for incomplete or ongoing programs of study are ineligible and do not need to be submitted.
 - Transcripts are only needed for completed programs of study for which you still have outstanding loans and are seeking assistance (e.g., if you have paid off your undergraduate loans, your undergraduate transcripts are not needed).
- D. **One letter of recommendation** from your current employer or spiritual mentor
- E. **Loan statements**
 - Ensure that your name is visible on the loan information, as only loans taken out in **your name** that are being paid off by **you** are eligible.
 - Please be sure to include sufficient documentation to show BOTH the outstanding balance/principal amount AND the payment history (new awardees will need to indicate a history of making payments and alumni will need to indicate that the prior grant was applied to their student loan repayment).
- F. **W-2 Form or most recent pay stub**

PART II:

- A. **A personal essay** (see "Essay Instructions" in the application below)
 - Please note that this is the primary evaluation criterion.

Please email Programs@BroomTreeFellows.org your completed applications with all required documentation, or mail all application information to:

Broom Tree Fellows Program
RE: Loan Forgiveness
12030 Sunrise Valley Drive, Suite 450
Reston, VA 20191





Broom Tree Fellows Program Loan Forgiveness Application

Program Description

The Broom Tree Fellows Loan Forgiveness Grant is designed to offset ministry workers' education-related debt. The program is especially interested in religious leaders who exhibit the highest levels of faith, commitment, and service to God. A firm and continuing commitment to the specialty of ministry of Jesus Christ is an essential precedent for any applicant to receive a Loan Forgiveness Grant.

Loan Forgiveness Grants

The Broom Tree Fellows Loan Forgiveness Grants are intended for education-related loan repayment only. While we hope to reduce ministry workers' level of school-related debt, financial need is not a consideration. The maximum grant is \$5,000.00. The grant will be awarded on a yearly basis. Applicants must reapply every year for a new loan forgiveness grant.

Selection Qualifications/Criteria

Applicants must be graduates of undergraduate or postgraduate programs who incurred education-related debt and are currently employed primarily in a ministry capacity.

- Applicants must notify the Broom Tree Fellows Program of any address changes, name changes, or work-related changes (particularly changes away from their current ministry-related positions).

Due Date for Applying

All elements of the application (i.e., completed application, resume or CV, essay, transcripts, and recommendation) must be received in the Broom Tree Fellows office by 11:59 PM EST:

Wednesday, February 28, 2024

Notification

Loan Forgiveness Grant awardees will be notified no later than April 15, 2024, and will be invited to attend the awards celebration taking place on June 4, 2024. Mark your calendars!





PART I

A. Application Form. Please complete all sections and do not leave blanks (list N/A if needed).
All information will be kept confidential.

GENERAL INFORMATION			
1. Name			
Title (e.g., Rev./Pr./Sr./Dr./Ms./Mr.)	Preferred (nickname, if applicable)	First (legal given name)	
Middle	Last (current legal surname)	Née (maiden name/legal birth name, if different from current last name)	
2. Present Contact Address			
Street	City	State	Zip
3. Telephone (mobile preferred)		4. Email Address	
5. Gender		6. Date of Birth	
7. Denomination			
8. Have you applied to the Broom Tree Fellows Loan Forgiveness Program previously?			
Yes <input type="checkbox"/>		No <input type="checkbox"/>	
If answered "yes" please write each year you applied below:			
EDUCATION			
9. Name of Undergraduate Institution			
10. Address of Undergraduate Institution			
11. Degree(s)			
Major	Minor	GPA	
12. Date Study Began		13. Date Degree Awarded	
14. Name of Graduate Institution (if applicable; attach supplementary information if necessary)			
15. Address of Graduate Institution			
16. Graduate Degree(s)			
17. Date Study Began		18. Date Degree Awarded	



EMPLOYMENT	
19. Name of Current Employer	
20. Address of Current Employer	
21. Job Title	22. Compensation (include salary and housing allowance, if applicable)
STUDENT LOAN HISTORY/VERIFICATION	
23. Total Original Loan Amount	24. Total Outstanding Loan Amount
\$	\$
25. Please include copies of your latest loan statements (in your name)	

B. Resume or Curriculum Vitae (“CV”)

C. Transcripts

Official transcripts sent directly from your college(s) for completed programs of study only. If your name has changed, please notify us and include it in the application.

D. One letter of recommendation

Please submit a letter of recommendation from your current employer *or* spiritual mentor.

E. Loan statements

Ensure that your name is visible on the loan information, as only loans taken out in **your name** are eligible.

F. W-2 Form or most recent pay stub

Ensure that your name is visible on the documentation.

PART II.

A. Essay

This is the opportunity to share your story and faith which can distinguish you from other applicants; it is the most personal component and helps the Selection Committee get to know you.

Please provide a (*no more than*) two-page essay that includes all of the following:

- Please define the importance of the ministry in which you are currently involved. Cite examples of activities you have engaged in that show your commitment. Also, please describe your plans for a career in ministry and how your plans guide your activities.
- Please describe how receiving a Broom Tree Fellows Loan Forgiveness Grant would impact your ability to minister more effectively.
- Please include evidence of your intent to remain in ministry.
- Please share your personal statement of faith.