



Broom Tree Fellows Program

Loan Forgiveness Application

Dear Ministry Worker,

First, thank you for dedicating your life to glorify 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 seven years, we have been blessed to provide nearly 200 loan forgiveness grants to assist Christian ministers in meeting their religious education–related obligations. It is our hope that with our grants, 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 **Monday, March 1, 2021**. 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 1, 2021)

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 contact us at Programs@BroomTreeFellows.org or 703-437-9720. Also, for more information or to see previous Broom Tree Fellow 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



Broom Tree Fellows Program

Loan Forgiveness Application

Complete application should include:

PART I:

- A. Completed application form
- B. Resume *or* Curriculum Vitae (“CV”)
- C. Transcripts. Official transcripts sent directly from your college(s) for completed programs of study only. 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)
 - Past applicants do not need to *resubmit* a school transcript
- 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** are eligible)
- F. W-2 Form *or* most recent pay stub

PART II:

- A. A personal essay (see Essay Instructions in the application below). Please note: this is the primary evaluation criteria.

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

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



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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 working 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:

Monday, March 1, 2021

Notification

Loan Forgiveness Grant awardees will be notified no later than April 30, 2021 and will be invited to attend an awards celebration on June 1, 2021. Mark your calendars!



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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			
<i>Title</i> (e.g. Rev., Pr., Sr., Dr., Ms., Mr.)	<i>Preferred</i> (nickname, if applicable)	<i>First</i> (legal given name)	
<i>Middle</i>	<i>Last</i> (current legal surname)	<i>Née</i> (maiden name or legal birth name, if different from current last name)	
2. Present Contact Address			
<i>Street</i>	<i>City</i>	<i>State</i>	<i>Zip</i>
3. Telephone (Mobile)		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		No	
If answered "yes" please write <i>each</i> year you applied below:			
EDUCATION			
9. Name of Undergraduate Institution			
10. Address of Undergraduate Institution			
11. Degree(s)			
<i>Major</i>	<i>Minor</i>	<i>GPA</i>	
12. Date Study Began		13. Date Degree Awarded	
14. Name of Graduate Institution (<i>if applicable</i> ; attach supplementary information if necessary)			
15. Address of Graduate Institution (<i>if applicable</i> ; attach supplementary information if necessary)			
16. Degree (Attach supplementary information if necessary)			
14. Date Study Began		15. Date Degree Awarded	



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Loan Forgiveness Application

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

B. Resume or Curriculum Vitae (“CV”)

C. Transcripts. Official transcripts sent directly from your college(s) for completed programs of study only. Loans for incomplete or ongoing programs of study are ineligible and do not need to be submitted. If your name has changed, please notify us and include it in the application.

- 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).
- Past applicants do not need to *resubmit* a school transcript.

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 your chance to share your story and faith which can distinguish you from other applicants; it is the primary evaluation criteria and most personal component that helps the Selection Committee get to know you).

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

- 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.