



MASTER'S FUND APPLICATION INSTRUCTIONS

Revised January 2016

The Master's Fund was established at the Order's National Convention held at Portland, Oregon in September 1922 as a thank offering to be given at Pentecost (Whitsuntide) in loving commemoration of the coming of the Holy Spirit. The monies in the fund are the result of the individual contributions from Daughters of the King as an outward expression of their prayers and support of women who seek to help in the spread of God's Kingdom, especially among women and girls. We believe both the contributors and the recipients have been touched by The Holy Spirit.

Originally Master's Fund scholarships and grants were given to assist Daughters, or other women, to attend a Church Training School to prepare for missionary or other church-related work. Today we continue that original intent by offering need-based financial assistance in the form of Scholarships and Continuing Education Grants to women on a spiritual path. The scholarships and grants are blessed by the prayers of all Daughters who have contributed to the Fund as well as all Daughters who pray daily for the spread of God's Kingdom. **Scholarships and Grants are now only granted in the summer of each year. COMPLETE Application PACKETS for New and Renewal Scholarships AND Grants are due into the National Office by April 30th each year.**

SCHOLARSHIPS may be awarded to members of the Order, women communicants of the Episcopal Church, women communicants of other Churches in communion with it, or women communicants of Churches with the Historic Episcopate but not in communion with it. Priority is given to Daughters of the King. Applicants may seek education in a seminary, accredited university or graduate school in the United States or abroad. Once a Master's Fund Scholarship is awarded, the recipient may re-apply for each of the subsequent years of her academic program. Every effort will be made to provide financial aid, dependent upon financial need, proof of satisfactory academic progress, and upon the money available in the Master's Fund at the time of re-application.

A NEW Applicant seeking an academic scholarship must submit a **COMPLETED APPLICATION PACKET** to the National Office of the Daughters of the King either by e-mail, fax, or regular mail.

The PACKET MUST INCLUDE:

- ✚ A completed **current** application form
- ✚ A letter of recommendation from her clergy or Bishop
- ✚ 3 letters of recommendation, one each from three church women, preferably Daughters of the King, who know her well.

CONTINUING EDUCATION GRANTS may be awarded in limited amounts to **Members of the Order** attending approved continuing education courses that enhance a Daughter's ability to serve God and His Church.

A NEW Applicant seeking a Continuing Education Grant must submit a **COMPLETED APPLICATION PACKET** to the National Office of the Daughters of the King either by e-mail, fax, or regular mail.

The PACKET MUST INCLUDE:

- ✚ A completed **current** application form
- ✚ A letter of recommendation from her clergy
- ✚ 2 letters of recommendation, one each from 2 Daughters of the King, who know her well.

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RENEWALS OF SCHOLARSHIPS AND GRANTS:

An Application Packet to **RENEW** a Scholarship or Grant must include:

- ✦ A completed **current** application form
- ✦ Proof of satisfactory academic progress, i.e., unofficial transcript of satisfactory grades
- ✦ A letter of recommendation from your academic advisor or dean

GENERAL INFORMATION

- ✦ Applicants must be at least 21 years of age and are only eligible for one scholarship per year.
- ✦ All awards are need-based.
- ✦ The number and amount of the scholarships and grants are determined by the amount of money available in the Fund when applications are reviewed by the Master's Fund Committee.
- ✦ CURRENT Application forms, information on required documentation, and procedures for submission are available on the Master's Fund page of the National DOK website or from the National Office.
- ✦ **Completed Application Packets**, including the completed application, letters of recommendation, and other forms of documentation must be received in the **National Office** by the following date:

APRIL 30th

- ✦ No application will be considered until all letters of recommendation **and** required documentation are received. Packets are given priority over applications that come with separate documents.
- ✦ Applications will be reviewed and acted upon by the Master's Fund Committee before the beginning of the Fall semester so as to allow for payment to the institutions of choice in a timely manner. Some institutions choose to split the award between semesters. Some apply the entire amount to the Fall semester. Recipients must check with their institutions as to the policies.
- ✦ Scholarship and Grant recipients may re-apply for each of the subsequent years of their academic programs. Continuing financial aid will be dependent upon (1) financial need, (2) proof of satisfactory academic progress, (3) letter of recommendation from their academic advisor or dean, **and** (4) the money available in the Master's Fund at the time of re-application.
- ✦ Questions may be e-mailed to mastersfund@doknational.org
- ✦ **SUBMISSION NOTES:** Please download the Master's Fund Grant Application from the website and print a paper copy. Complete the application by typing or PRINTING LEGIBLY (especially when giving your e-mail address with dots, dashes, etc.). The Application PACKET, including ALL other documentation required, may then be submitted. We prefer an e-mail with the scanned documents attached to mastersfund@doknational.org. OR mailed in one envelope via US Postal Service to

Margaret J. Franklin Center
101 Weatherstone Drive, Suite 870
Woodstock, GA 30188

We look forward to helping you on your journey!