

**BOARD OF INTERNATIONAL MINISTRIES  
American Baptist Churches, USA**

**LEADERSHIP DEVELOPMENT GRANT**

**INFORMATION FOR THE GRANT APPLICANT**

**PURPOSE**

The purpose of the BIM Grant Program is to strengthen the leadership of related overseas Baptist conventions in all aspects of their service. Grants are awarded to possible candidates on the basis of:

- (1) Need for the particular training or education to fit them for definite positions they already hold (or have been chosen to assume) in the program of the Convention.
- (2) Recommendation by the Convention and indication that the need is a matter of high priority.

BIM grants are not awarded on the basis of an individual's personal goals and aspirations, but as a means of furthering the goals of the Convention and its related institutions and churches.

Any grant awarded is dependant on the approval of the recommending body, BIM Area Director, and the affirmative vote of the BIM Grant Committee and also the availability of BIM Funds.

*Please note: BIM Leadership Development Grants do not include family support whether the student is studying at home or abroad. Any funding to support a family is the student's responsibility.*

**TYPES OF LEADERSHIP DEVELOPMENT GRANTS**

Various types of study programs are included under BIM's grant policy and may be awarded for study or conferences either in the candidates own country or another country, preferably in a nearby country:

Short-term study programs or conferences for candidates who are approved by their convention.

Degree programs for candidates who are approved by their conventions or institutions for study required to improve their qualifications for a particular service.

**APPLYING FOR A GRANT**

- (1) Fill out the correct BIM grant application which is available in the Convention office. (Note: You also need to apply for financial assistance from the educational institution or program you expect to attend.)
- (2) Submit the BIM application to the Convention for their action. The Convention will forward the application to BIM.
- (3) Be sure you have fulfilled the necessary conditions for admission to the program for which you apply.
  - a. For short, non-degree courses or conferences the requirements vary greatly. Check the printed program/conference information you have received.
  - b. For degree programs, you will need to provide your academic transcript to the school. Check the institution's brochure carefully for other requirements.
  - c. For degree programs in some countries (United States, Australia, Philippines or Singapore), you must have scored at least 550 on the TOEFL (Test of English as a Foreign Language) examination. For information about where to take this examination in your own country, ask at your Convention office or write to Educational Testing Service, Princeton, NJ 08541, U.S.A.
  - d. For doctoral work, some institutions also require the Graduate Record Examination or the Miller Analogy Test. Check carefully to see what the institution to which you apply requires.
  - e. All pre-entrance examinations must be completed in your own country. BIM does not pay the fees for these examinations.

## FINANCIAL ARRANGEMENTS FOR CONFERENCES OR SHORT TERM STUDY PROGRAMS

Whether the short-term program or conference is being held in or outside your own country, grant payments will be sent through your Convention treasurer unless other arrangements have been made and approved by the appropriate area director.

## FINANCIAL ARRANGEMENTS FOR DEGREE PROGRAMS

If you are studying in your own country, grant payments will be sent through your Convention treasurer. BIM will arrange with the treasurer as to whether the grant is given as a one-payment grant or in regular installments.

If you are studying outside your own country, arrangements will be made for regular payments through the institution or another appropriate channel.

To get a student visa for another country you will have to show evidence of financial support. The educational institution to which you apply will advise you as to what documents are needed. BIM will provide the institution with a statement of the grant funds it is prepared to give, after seeing the budget prepared by the institution's financial office.

Travel will be arranged through your Convention office. BIM does not cover the cost of securing a passport and visa, but travel to the place of study by the most economical route should be included in the budget you submit to BIM.

*It should be noted, however, that BIM is not prepared to pay shipping nor duty on articles acquired while studying abroad, although a book and computer (if required) allowance for shipping may be included in your overall budget.*

## **Special Note on all Financial Arrangements**

All BIM grants are given based on a request by the Convention that the student be educated or trained for some particular service. **Grant students who fail to return to carry out the service for which they are sponsored will be expected to repay the amount of the grant.**

## REPORTING REQUIREMENTS FOR DEGREE PROGRAMS

*Continuation of the grant each year depends on your satisfactory progress in the previous year. It is your responsibility to provide an official transcript of grades to the Administrative Assistant for Special Programs within 30 days of the end of the academic year. **Failure to provide either an official transcript or if the transcript indicates that you are not making reasonable progress, further grant funding will be terminated.***

At the close of the course of study, you are requested to write a summary report of your study experience, about one or two pages in length and send it to the Grant Director.

## NO SOLICITATION OF GIFTS

Grant students studying in the United States are not permitted to solicit funds for their education, personal expenses, family or church needs within the United States. Gifts that are freely offered may be accepted.

## ADDRESS ANY INQUIRIES TO:

Administrative Assistant for Special Programs  
International Ministries  
American Baptist Churches, USA  
P.O. Box 851, Valley Forge, PA 19482-0851, USA  
**Telephone:** (610) 768-2245, **FAX:** (610) 768-2108  
Email: [Sandra.Albitz@abc-usa.org](mailto:Sandra.Albitz@abc-usa.org)