**Guidelines for**

**The Rev. Canon James B. Prichard Memorial Scholarship Fund**

In loving memory of the Rev. Canon James B. Prichard, who served the Diocese of Rochester so faithfully and effectively for 17 years as Canon to the Ordinary, the Bishop and Trustees of the Diocese created the James B. Prichard Memorial Scholarship Fund to assist clergy children of the Diocese with expenses associated with higher education. The scholarship fund will also serve to keep communication with young people of the Diocese as they attend college or university.

The Bishop shall, annually appoint a Prichard Scholarship Committee, which may be made up of Trustees and other volunteers. The Chief Financial Missioner shall be the staff responsible for administering the fund.

The Office of the Bishop or his designee will prepare an application form that will be sent to Canonically Resident Clergy in the spring of the year stating the rules governing the fund and inviting applications for the following academic year.

Children, stepchildren, adoptive children of clergy who are canonically resident in the Diocese of Rochester shall be eligible to apply for the scholarship. Preference will be given to children of clergy whose active ministry is in the diocese.

To be eligible, each scholarship applicant must be:

1. A High School Graduate by July 1st
2. Accepted to or attending full-time undergraduate study in a duly accredited college or university.

The committee will recommend to the Bishop, scholarship(s) to individuals who demonstrate high standards of character, leadership, citizenship, and scholastic attainment and who are active in the life of the church. The applicant’s financial need will also be taken into account. The Bishop will make the final decision regarding scholarship recipients.

Preference is given to first year students, but upper class students may apply and a student may reapply, and an award may be given based on circumstances in any given year.

A single individual may not receive more than four annual grants

The amount of the scholarship shall be up to $1,250 or an amount changed from time to time by the Trustees based on the market value of the fund and the number of recipients being recognized in a single year.

The scholarship will be granted to the recipient(s) on or about September 1st each year.

This application does not guarantee an award and the Committee decision is final. More than one person may receive a scholarship.