



Dear Endorsing Officer

**Re: Notes of Guidance for CME Officers, DDOs and Deans of Women's Ministry
Endorsing WCMET Applications**

As you are probably aware the main objective of the Women's Continuing Ministerial Education Trust (WCMET), is the furthering of the Continuing Ministerial Education of Licensed women (into a nationally recognised ministry) in the Church of England and the Scottish Episcopal Church. This includes retired women in active ministry. The Archbishops' Council is a trustee of the Trust.

The Trust is available to Church Army Sisters and Religious sisters but Readers and Members of the Church in Wales are not eligible under the terms of the Scheme.

The main aim of the Trust is to provide grants to assist women in the pursuit of their professional development. Retreats and Sabbaticals will not normally be considered, however, wherever possible, funding towards the cost of the fees will be awarded. Initial Ministerial Education courses are not part of the Trust's remit and funding towards such ventures will be given only in exceptional circumstances.

To help the Trustees and its Advisory Panel, in assessing the validity of each application we would ask you provide as much supporting information as possible, particularly with regard to the value of the project/course to the work and ministry of the applicant and the Diocese as a whole.

The Endorsing Officer's comments may be filled in separately to safeguard confidentiality. The form is available by email as a word document on request. Please email the completed form to wcmnet@churchofengland.org

Applications will normally be considered quarterly at the meeting of the national CMD Panel.