

**ONE-TO-THREE MONTH RENEWAL/STUDY LEAVE
SCHOLARSHIP APPLICATION**
North Indiana Conference, United Methodist Church
Board of Ordained Ministry, Division on Ministry Development

Purpose

The purpose of the three-month renewal/study leave program is to enrich and better equip a minister for continued pastoral service.

Eligibility

All ministerial and associate members of the Conference are eligible for a three-month renewal/study leave following each five-year period of service in the North Indiana Conference. Applicants must file an application form at least nine months prior to the renewal/study leave. One-to-three months shall be considered the normal length of a study, but variations in time will be considered.

Administration

The Board of Ordained Ministry, Division on Ministry Development, shall administer this program. Each applicant must receive written approval from his District Superintendent and from his/her Pastor-Parish Relations Committee (*or for those in special appointment by his/her immediate superior*).

Financial Support

- Each minister will receive his/her regular financial support from the local church or employing institution during the study leave.
- The cost of supplying the pulpit during the study shall be born by the Conference through funds budgeted for this program. Finding a pulpit supply shall be the responsibility of the Pastor and the Pastor-Parish Committee with the approval of the Cabinet (or the immediate ecclesiastical superior for those in special appointment).
- Grants up to \$1,800 will be allowed at the discretion of the Division on Ministry Development allowing for total family income, size of family and other family needs.
- Regular remunerative employment of any kind during the study will not be permitted unless it is directly related to the goal of the applicant's renewal leave program.

GENERAL INFORMATION

Application date _____ Study Leave date _____

Last Name

First Name

Church Telephone

Business Address (City/State/Zip)

Conference Appointment

Married: _____
Name of spouse

Children (list names and ages): _____

Present total pastoral support:

Salary: _____ Utilities: _____ Travel Allowance: _____

Seminary: _____ Year: _____

Graduate Work: _____ Year: _____ Degree: _____
(School)

STUDY LEAVE PLANS

_____ *Name of Study Course or event* _____ *Dates to be attended*

_____ *School or sponsoring organization* _____ *Place or address*

Subject area or brief description of course or event:

Please attach a supplementary statement (*not over one typed page in length*) giving:

- 1) Reasons for requesting a one-to-three month renewal/study leave
- 2) How you believe the study leave will better equip you for pastoral service
- 3) Plans for your family during the study leave:

EXPENSES AND RESOURCES

Please record below the anticipated costs and resources:

EXPENSES

RESOURCES

Registration _____
 Tuition _____
 Room and Board _____
 Travel _____

From Local Church Budget _____
 From Personal Income _____
 Other Resources _____
(Do not include here anticipated NIC aid)

TOTAL EXPENSES _____

TOTAL RESOURCES _____

Amount requested by the pastor for expenses \$ _____ Date funds needed _____

Up to \$75 per week is available for pulpit supply expenses during your absence. What amount is the church (Staff/Parish Relations Committee and Administrative Council) requesting? _____

STUDY LEAVE REQUESTED

I, the undersigned minister serving the North Indiana United Methodist Conference request a Study Leave on the dates listed above along with the indicated financial assistance.

Name _____
 Address _____
 Church _____
 Date _____

The Committee on Pastor-Parish Relations of the _____ Church approves this participation of its minister in the Study Leave Program:

Signed PPR Chairperson _____ Date _____

Approval is hereby given for this application:

Signed District Superintendent _____ Date _____