

**North Carolina Annual Conference
Continuing Education Committee
FINANCIAL AID APPLICATION**

INCOMPLETE applications will be returned & not be processed until complete

Date: _____

Name: _____ SSN (for payment): _____

Address: _____ Zip: _____

Phone: (w) _____ (h) _____ Appointment: _____

Education: Name Degree Dates

College _____

Seminary/Div. _____

Other: _____

Last three Continuing Education Events attended:

	<u>Subject</u>	<u>Place</u>	<u>Dates</u>	<u>How Funded</u>
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____

Contact hours (time spent in class or supervised study) for each event listed above:

1. _____ 2. _____ 3. _____

TITLE AND DESCRIPTION OF EVENT YOU WISH TO ATTEND:

Dates: _____ Sponsoring Institution: _____

Location: _____ # C.E.U. Units: _____

Costs: Registration & Tuition: \$ _____ Required

Meals & Lodging: \$ _____

Pastor's Base Salary _____ Utilities _____ Travel _____ TOTAL Compensation \$ _____

Amount in your church budget for your Continuing Education: \$ _____

Amount already spent from this source this year and for what purpose: \$ _____

What funds, if any, will you receive from other sources for this event? \$ _____

Grant Amount Requested from the N.C. Conference C.E. Committee: \$ _____

Signature of Applicant

Signature of District Superintendent

Signature of Pastor/Parish Relations Chairperson

Please send COMPLETED application to:
Linda Bourey, Office of Ministerial Relations
PO Box 1970, Garner, NC 27529

Date _____

Grant Approved \$ _____

Signature-Grants Committee _____

CONTINUING EDUCATION GRANT GUIDELINES:

1. The maximum grant to an individual applicant over one conference year is \$300.00
2. Grants are available for ordained, commissioned, licensed and diaconal ministers who receive less than the CAC (Conference Average Compensation which includes salary and utilities) or less.
3. Applicants must use all funds designated by their local congregation or employing organization *prior to* requesting Conference grants.
4. Grants for *District* Continuing Education Seminars shall be limited to \$100.00, based upon the availability of funds, regardless of the number of CEUs involved and within the limits outlined in #1, 2, and 3.
5. Grants for Clinical Pastoral Education (CPE) can be given when the CPE program offers the required CEU credits. No more than \$300.00 per CPE unit will be granted in any given year. Grants for CPE are given only for non-degree programs.
6. Holy Land Trips: A grant according to the current policy may be made once in a pastor's career, providing funding is available.

Monitoring Continuing Education Units:

1. The district superintendent, in annual consultation, may suggest to the clergy or diaconal minister the area of continuing education he or she should take to facilitate his or her professional growth. The pastor's annual Continuing Education Report will be given to the district superintendent at the annual consultation or other appropriate time.

2. Clergy shall have the responsibility of securing, from the institution granting Continuing Education credit, a record of earned credit *and providing a copy of this record to the Office of Ministerial Relations.*

3. It is the responsibility of each participant to determine, in consultation with the Committee on Continuing Education, if a proposed program meets the criteria prior to participation and funding.

For applications or to process grant requests:

**Linda Bourey
OFFICE OF MINISTERIAL RELATIONS
PO Box 1970
Garner, NC 27529
919-779-6115 or 1-800-849-4433, ext. 244**