

2016 - 2020  
Quadrennium

**FUNDING/GRANT**  
**FORMATIONAL AND SPIRITUAL GROWTH LEAVE APPLICATION**  
Orders of Ministry - Continuing Education Task Force  
California-Pacific Annual Conference

Date of Application: \_\_\_\_\_

**1. Personal Information**

Name: \_\_\_\_\_  
Church's Mailing Address: \_\_\_\_\_  
\_\_\_\_\_  
Email Address: \_\_\_\_\_  
Church Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_  
Appointment: \_\_\_\_\_ District: \_\_\_\_\_  
Year of Ordination: Elder in Full Connection: \_\_\_\_\_ Associate Membership \_\_\_\_\_  
Number of years since last Formational and Spiritual Growth Leave/Sabbatical \_\_\_\_\_  
Date of Formational and Spiritual Growth Leave \_\_\_\_\_

**2. Formational and spiritual growth leave Request**

*Please answer the items below on a separate sheet of paper and attach to application.*

- A. Write a statement expressing the need for Formational and spiritual growth leave.
- B. Provide a list of activities and/or methods planned for the Renewal experience.
- C. Give a brief timetable for these activities/methods.
- D. Write a statement describing the expected outcome of this Formational and spiritual growth leave. What impact do you expect it to have on your ministry?
- E. Provide a budget for the local church. Please detail the financial need for personnel replacement costs (pulpit coverage, pastoral care, etc.)
- F. Anticipated expenses for the Formational and spiritual growth leave
  - a. Pulpit Coverage ..... \$ \_\_\_\_\_
  - b. Pastoral Care Coverage ..... \$ \_\_\_\_\_
  - c. Other (specify) \_\_\_\_\_ \$ \_\_\_\_\_
  - TOTAL ..... \$ \_\_\_\_\_

**Requested Formational and spiritual growth leave Grant ..... \$ \_\_\_\_\_**

*Funds of up to \$1,000.00 per month are available for a period not to exceed three months (total of \$3,000.00)*

G. \_\_\_\_\_ This Formational and spiritual growth leave has been approved by my District Superintendent.

Name \_\_\_\_\_ Phone \_\_\_\_\_

\_\_\_\_\_ This Formational and spiritual growth leave has been approved by the Staff-Parish Relations Committee.

Name of Chair \_\_\_\_\_ Phone \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_

**Please mail application and the supporting material to the Continuing Education Chairperson:**

Rev. Kathy Cooper-Ledesma  
6817 Franklin Avenue, Los Angeles, CA 90028-4401

Application Process:

1. Once the application has been received and approved, along with the letters of recommendation from the District Superintendent and the Chairperson of Staff-Parish Relations Committee, the Formational and Spiritual Growth Leave funding check is sent to the local church at the time of the Formational and Spiritual Growth Leave from the Conference Treasurer's Office.

Questions regarding this process may be directed to Pastor Kathy Cooper-Ledesma by email to [revkathy@hollywoodumc.org](mailto:revkathy@hollywoodumc.org) or by calling (323) 874-2104.

The Ministerial Education Fund (MEF), an apportioned fund which is part of your congregation's connectional giving, supports clergy members as they grow in competence and effectiveness through continuing education and spiritual growth. As you apply for these funds, Orders hopes you will encourage your congregation to support MEF through apportionments.