

47 VI. Lay persons assigned to a church or charge as a pastoral leader may receive MEF
48 financial aid. [see Section G]

49

50 **B. Application Process for MEF Scholarships**

51 I. Applicants may submit MEF Scholarship requests to the Scholarship Officer of the Board
52 of Ordained Ministry. Scholarship Officer contact information is available on the Conference
53 website.

54

55 II. Applicants must submit a scholarship request **via the online MEF Application Form**
56 **available on the Conference website.**

57

58 III. Scholarship requests for a continuing education event should include date(s), costs and
59 other pertinent information.

60

61 IV. A separate scholarship request must be sent for each continuing education event.

62

63 V. Scholarship requests must be submitted within 90 days of the conclusion of the event.

64

65 VI. The Scholarship Officer will act on scholarship requests if they meet the guidelines of this
66 MEF policy. The Scholarship Officer may pass a scholarship request on to either the
67 Executive Committee of the Board of Ordained Ministry or to the entire Board of Ordained
68 Ministry for action.

69

70 VII. The Scholarship Officer will submit regular (at least three per year) reports of scholarship
71 requests and grants made to the Board of Ordained Ministry.

72

73 **C. Quadrennial Limits**

74 I. MEF funding for continuing education shall be limited to \$3,000 per person per
75 quadrennium. This limit applies to the cumulative total of financial assistance in sections D I-
76 VII below. Special “block grants” (section D VIII) will not normally apply to the MEF
77 quadrennial limit.

78

79 **D. Financial Aid for Continuing Education**

80 I. Continuing education events that qualify for financial aid will include training provided by
81 an Annual Conference, the Greater Northwest Area, and education approved by the
82 Ministerial Leadership Team (MLT). The list of educational events shall be posted on the
83 Board of Ordained Ministry website and shall be maintained by the Scholarship Officer.
84 Continuing education events that enhance the ability or effectiveness of the pastoral leader’s
85 specific ministry will also be considered.

86

87 II. Pastoral leaders who attend Conference-sponsored or MLT approved education events
88 may receive:

89

- up to \$350 for an event of 1-4 days duration

90

- up to \$600 for an event of 5+ days duration

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- an additional \$250 if travel to the event (one-way) exceeds 300 miles

92

93 III. Pastoral leaders who participate in intensive course work equivalent at least to
94 university-level credited work (e.g., language development classes) may receive up to \$500
95 with District Superintendent approval.

96

97 IV. Pastoral leaders attending intensive, multiple-year programs (e.g., Spiritual Formation
98 Academy) may receive to \$1,500 per year.

99

100 V. Pastoral leaders who participate in advanced seminary degree work (beyond MDiv or
101 equivalent) may be provided on an annual basis, up to \$1,500 per year, provided the
102 recipient is returning to an approved appointment upon completion.

103

104 VI. The Board of Ordained Ministry may approve special “block grants” for certain events
105 that seem especially useful or vital. These grants may be made to the attendees of the event
106 or to the sponsors/hosts of the event itself. The limit for these block grants shall be \$500 per
107 attendee or \$2,500 for event sponsors/hosts but may not exceed 50% of event’s total cost.)

108

109

110 **E. Financial Aid for Study/Travel Leave ~~or Renewal Leave~~**

111 I. Financial aid is available for study/travel aid, once per quadrennium, which is intended to
112 benefit the clergy person’s ministry. Applicants must be ~~ordained~~ clergy who have been a
113 member in full connection **or an associate member of the annual conference** for six (6)
114 years **or clergy members of Oregon-Idaho who have served in the Oregon-Idaho**
115 **Conference for at least six (6) years** ~~or an associate member of the annual conference for~~
116 ~~eight (8) years~~. Study/travel leave may be up to three (3) months long, but leave beyond two
117 (2) months will be considered as vacation. **There is an expectation of continuing**
118 **education/professional development as part of this leave.**

119

120 The full salary of the candidate for the three-month (3-month) period shall be paid by the
121 local church or institution being served. MEF assistance shall provide the candidate a stipend
122 for tuition or travel in the amount of up to \$1,250. MEF assistance may also pay the cost of
123 supplying an interim minister in the clergy person’s absence, up to \$1,250 per month for two
124 (2) months, based on the local need. The third month is considered vacation and the
125 responsibility of the local church. The selection of an interim minister and housing is the
126 responsibility of the clergy person, local congregation and the District Superintendent. (The
127 Board of Ordained Ministry has guidelines for the use of the parsonage or the pastor’s own
128 home.)

129

130 To apply for financial assistance for study/travel leave:

131

132 ● The applicant should ~~make a written application to BOM through its~~
133 ~~Scholarship Officer, which includes~~ **submit an online MEF Application Form**
134 **available on the Conference website**
135 **that includes** a description of the study or travel program and the applicant’s
136 goals.

136

137 ● The applicant should obtain written approval of both the Cabinet (through the
138 applicant’s District Superintendent) and the local church through action by the Church
139 Council (or equivalent) **and submit these approvals to the MEF Scholarship Officer.**

139 • The education and renewal value of the programs and years of service in the
140 Oregon-Idaho Annual Conference will be considered in approving applications. Higher
141 priority will be given to applicants who have not previously received MEF assistance.
142

143 **F. Financial Aid for Renewal Leave**

144 I. Through a special gift from the Oregon-Idaho Conference Board of Pensions,
145 clergypersons may apply for financial assistance for renewal leave. Renewal leave is
146 intended to foster clergy well-being and longevity in ministry. Applicants must be ~~ordained~~
147 clergy who have been a member in full connection **or an associate member of the annual**
148 **conference for six (6) years or clergy members of Oregon-Idaho who have served in the**
149 **Oregon-Idaho Conference for at least six years** ~~or an associate member of the annual~~
150 ~~conference for eight (8) years.~~

151
152 The financial assistance for renewal leave may be used to support the applicant's travel
153 expenses or the expenses of the church for supplying interim pastoral leadership. The
154 maximum grant for leave is \$1,000, except in extenuating circumstances of leave longer than
155 one (1) month, and then only at the request of the District Superintendent. Unlike the
156 study/travel leave grants, there is not an expectation of continuing education/professional
157 development being part of this leave. This is intended to facilitate and support clergy well-
158 being.

159
160 To apply for financial assistance for renewal leave:

- 161 • ~~Applicants should send written application, including plans for the leave and~~
162 ~~how the funds would be used, to the MEF Scholarship Officer.~~ **Applicants**
163 **should submit a request for renewal leave via the online MEF**
164 **Application Form available on the Conference website.**
- 165 • The applicant's District Superintendent must also make a written
166 recommendation, including reasons why renewal leave is needed.

167 168 **GF. Theological Students**

169 I. For Full-Time Study – This aid shall not exceed a maximum of \$4,500 to any applicant or
170 more than \$1,500 in one (1) academic year. It may be granted in one (1), two (2), or three (3)
171 academic year increments. Grants are not made for study beyond the basic seminary
172 degree.

173
174 II. For Less than Full-Time Study – Certified candidates for ministry who have been
175 accepted by a University Senate approved seminary, but are/will be engaged in study less
176 than full time may apply for MEF financial assistance. Aid shall be pro-rated with up to \$500
177 available for each nine (9) semester units taken. Total scholarship eligibility during less than
178 full time study shall be \$3,000.

179
180 III. For both full-time and less than full-time study the applicant shall:

- 181 • Be a certified candidate for ministry of the Oregon-Idaho Annual Conference.
- 182 • ~~Complete and submit an application form and personal financial statement~~
183 ~~provided by the BOM through its scholarship officer.~~ **Submit an application via the**
184 **online MEF Application Form available on the Conference website.**

- 185 • Provide a written recommendation from the superintendent of the district
186 where the candidate resides/is licensed/is serving a charge.
187 • Arrange for three (3) completed recommendation forms to be submitted. At
188 least one (1) shall be from a college/university/seminary faculty person
189 knowledgeable about the applicant's academic performance and at least one shall be
190 from an individual with knowledge of the applicant's leadership experience in the local
191 church. These evaluation forms are to be sent directly to the Scholarship Officer.
192

193 IV. If a scholarship is granted, the recipient agrees to the following:

- 194 • A full-time academic load as defined by the seminary shall be carried while in
195 a traditional seminary setting.
196 • No less than three (3) units per year shall be completed while taking courses
197 in a less than full-time program.
198 • Upon completion of the academic training, the recipient shall serve under
199 appointment in some annual conference of The United Methodist Church for a
200 minimum of two (2) years.
201 • If the candidate fails to meet either or both of these conditions, any amount
202 advanced shall be considered a loan, unless repaid within five (5) years. It shall be
203 repayable with an interest rate and on such terms as the conference BOM shall
204 determine.
205 • Scholarship grants shall be paid directly to the seminary.
206

207 V. Candidates for Deacons in Full Connection

208
209 Certified Candidates for Deacon, who do not pursue full-time theological study, will be
210 eligible for assistance in completing Foundational Studies with grant being prorated on the
211 basis of a \$1,000 grant depending on the course load taken (e.g., \$500 per semester, \$340
212 per quarter). Total grant eligibility shall be \$3,000.
213

214 To be eligible for a grant, Deacon candidates must be certified as a candidate through the
215 appropriate District Committee on Ordained Ministry.
216

217 VI. Special Scholarship Awards

218
219 A. Edward Coe Memorial Scholarship – Annually, the Board of Ordained Ministry may
220 award to an outstanding candidate for ordained ministry the Edward Coe Memorial
221 Ministerial Scholarship. Those eligible for the award shall be enrolled in seminary and shall
222 have demonstrated outstanding competence in seminary and show unusual promise for the
223 ministry. The award is made on the basis of nominations submitted by the clergy members of
224 the Annual Conference. If an insufficient number of nominations are made, the Board of
225 Ordained Ministry will select a recipient. The amount of the scholarship varies according to
226 the number of recipients chosen and the Coe Scholarship account balance.

227 A candidate shall be eligible for the award only once and will be asked to repay it
228 without interest should the candidate fail to complete seminary and not enter the ministry.
229 Nominations for the award shall be submitted to the Scholarship Officer of the Board by April
230 1st, and the award will be announced at Annual Conference.

231 This scholarship has been established by monies from the former Idaho Conference
232 designated for scholarship aid in memory of Edward Coe. The trust fund is administered by
233 the Conference Board of Trustees pursuant to ¶2512.3 of The Book of Discipline, 1996.
234

235 B. Jasa Scholarship Awards – Two or more Jasa awards may be presented each year.
236 Applications are available through the Board of Ordained Ministry’s Scholarship Officer.
237 Unlike the Coe Scholarship, certified candidates for Deacon in Full Connection are
238 encouraged to apply for Jasa awards.
239

240 C. Each year, unused earnings for Coe/Jasa Funds will be reinvested in the principle of
241 the respective fund, and/ or set aside to be used for scholarships in the coming years. How
242 much is carried over as scholarship money and how much is reinvested each year is at the
243 discretion of the Board at the recommendation of the Scholarship Officer.
244

245 IV. Pastoral leaders from outside of the denomination who are in the process of joining the
246 Oregon-Idaho Conference may receive up to \$500 for each seminary course that is required
247 for Methodist studies, up to a total of \$1,500.
248

249 **HG. Certified Licensing School Candidates, Licensed Local Pastors and Lay Persons** 250 **Assigned as Pastoral Leaders**

251 I. A. Certified candidates for the ministry shall be eligible to receive financial assistance up to
252 \$900 for tuition and meals for licensing school.

253 B. Local Pastors enrolled part time in the Ministerial Course of Study shall be eligible to
254 receive financial assistance up to \$600 per year for tuition and meals for course of study
255 classes.

256 C. Local Pastors enrolled full time in the Ministerial Course of Study shall be eligible to
257 receive financial assistance up to \$900 per year for tuition and meals for course of study
258 classes. Course of study scholarships for Local Pastors do not cover all the expenses related
259 to attending the classes. Local churches being served by Local Pastors are strongly
260 encouraged to factor these costs into the Local Pastor’s annual professional expense
261 reimbursement account.
262

263 II. Licensed Local Pastors who have completed the required course of study and lay
264 persons assigned as pastoral leaders may apply for financial assistance for continuing
265 education. Applicants may receive:

- 266 • up to \$350 for an event of 1-4 days’ duration
 - 267 • up to \$600 for an event of 5 or more days’ duration
 - 268 • an additional \$250 if travel to the event (one-way) exceeds 300 miles
- 269

270 **SUPPORTING INFORMATION**

271 **What will this action accomplish?**

272 The revisions of the policies would clarify the following sections:

273 **B, E, F, and G.** These sections would be revised to use an online form as the format for
274 submission to streamline and improve the application process. The online MEF
275
276

277 Application form can be used for all of the applications and requests and can be found on
278 the Lifelong Learning for Ministers page of the Conference website, specifically at the
279 following link: <https://umoi-reg.brtapp.com/MEFapplication>.

280

281 **E. Financial Aid for Study/Travel Leave or Renewal Leave.** This section would be
282 separated into Study/Travel Leave (E) and Renewal Leave (F). Subsequent sections
283 would be renumbered as:

284 G. Theological Students

285 H. Certified Licensing School Candidates, Licensed Local Pastors and Lay Persons
286 Assigned as Pastoral Leaders

287

288 **E. Study/Travel Leave.** This section would be revised to include language specifying
289 the expectation of continuing education/professional development as part of this
290 leave.

291

292 **E and F.** Both sections would be revised to allow all clergy (including licensed local
293 pastors) to apply for Study/Travel Leave and Renewal Leave. The requirement for
294 connection with the Conference would be revised to be a consistent six (6) years for
295 all applicants.

296

297 **G III. Special Scholarship Awards.** This section would be renumbered as **VI** to
298 correctly follow the sequential outline for section G (Theological Students).

299

300 **Why is it important?**

301 See above.

302

303 **How will it be carried out? By whom?**

304 The Conference Journal staff will update the Conference Policies section of the Journal.

305

306 **How much will it cost? Where will the money come from?**

307 The costs incurred will be for staff time to update the pages in the Journal. This is currently
308 budgeted.