

Ministerial Enrichment Funds Application Form

Policy:

Eligibility -- This benefit is available to full time (full salaried) ordained, licensed, commissioned credentialed ministers, Administrative Ministries, Credentialed employees, and Administrative Ministries Licensed employees who have been employed by the Carolina Conference for a period of one year.

Purpose -- The purpose of the fund is to enrich the ministry and to encourage continuity of service within the Carolina Conference.

Approved Travel, Seminars and Continuing Education -- Approved travel, seminars and continuing education under this policy is defined as any trip or seminar which will tend to enrich the ministry of the individual making the request.

Policy Provisions --

1. The Ministerial Enrichment Fund is distinguished by two separate segments, a Ministerial Enrichment (ME) segment and a Continuing Education (CE) segment. The ME segment of the fund is available only to ordained ministers, commissioned credentialed employees, and Administrative Ministries Credentialed employees. The CE segment of the fund is available to ordained ministers, commissioned credentialed employees, unordained (licensed) ministers (including interns and seminarians), and Administrative Ministries Licensed employees. However, no attempt will be made to distinguish the *individual fund balances* in the fund between ME funds and CE funds. Approved expenditures from the fund will be taken in total from an employee's individual fund balance, and no attempt will be made to differentiate between ME expenditures and CE expenditures.
2. Eligible employees will receive \$400 per year, and will be allowed to accumulate up to \$2,000 in their fund.

Name: _____ **District/Dept.** _____

Proposed Ministerial Enrichment activity: _____

Location: _____ **Dates:** _____

Purpose: *(this enrichment activity will benefit me by)* _____

Funds requested: *(Please attach a detailed list of full expenses)* _____

Signature: _____ **Date:** _____

FOR OFFICE USE ONLY	
Employee Fund accumulated <i>(including current year):</i>	\$
Current request:	\$
Balance Remaining	\$
Approved:	Date: