

PREPARATION FOR MINISTRY COMMITTEE

Guidelines for the Use of Superlite Funds

The following guidelines have been adopted by the Preparation for Ministry Committee of Muskingum Valley Presbytery for use of Superlite Funds.

1. Funds shall be used for professional development of church employed professionals currently serving within the bounds of Muskingum Valley Presbytery.
2. Funds available shall be limited to the interest only of the Superlite account.
3. Funds may be requested for individually designed development or for Presbytery-wide professional development events.
 - A. For professional development events planned by committees of Presbytery, the following guidelines apply:
 1. Requests should be submitted in writing from the event planning committee to the Preparation for Ministry Committee.
 2. Funds may be used for leadership costs only.
 3. Total available for Presbytery-wide professional development events shall be limited to a maximum of 60% of the account funds available.
 - B. For individual use, the following guidelines apply:
 1. Requests should be submitted on an application for Superlite Funds for Continuing Education.
 2. No more than 50% of the total cost for the event will be underwritten.
 3. Total available to any one person shall be limited to \$500/year with a maximum of \$1,500 total within a five-year period.
4. One committee member will be appointed to oversee the administration of the program and to maintain a record of grants.
5. The allocation of funds will be approved by the full Preparation for Ministry Committee.
6. Unused funds at the end of the fiscal year will be added to the fund's principal.

APPLICATION FOR SUPERLITE FUNDS FOR CONTINUING EDUCATION

Name _____ Phone _____

Address _____
Street City State Zip

Church(es) _____

Program for which scholarship is requested _____

Time period in which assistance is sought _____, Dollar Amount Requested _____

COSTS: Tuition _____, Travel _____, Meals _____, Room _____, Other _____

TOTAL COST FOR PROGRAM _____

OTHER SOURCES OF FUNDING: Continuing Education Allowance \$ _____,
Assistance from congregation(s) \$ _____, Scholarship from educational institution \$ _____,
Savings \$ _____, Other \$ _____

**TOTAL AMOUNT OF FUNDS AVAILABLE FOR CONTINUING EDUCATION
ALLOWANCE \$ _____**

Please Answer Questions on Reverse Side of this Application

GOALS AND OBJECTIVES: What skills or information do you expect to acquire or enhance?
How will the proposed program of study enhance your ability to minister within the local congregation or Presbytery?

YOUR COMMITMENT: In what ways are you willing to share with your congregation and Presbytery the benefits of your experience?

MAIL APPLICATION TO: Chairperson, Preparation for Ministry Committee, Muskingum Valley Presbytery, 109 Stonecreek Road NW, New Philadelphia, OH 44663.