

Ministry Development and Further Study Grants Policy

Prepared By: MPPC	Governance Board Review Date: March 2023
Issue Date: March 2020	
Next Review Due: July 2025	

1. Introduction, Purpose and Scope

This policy sets out the procedure for application for and the administration of Ministry Development and Further Study grants.

The key features of this policy and the procedures involved are set out below.

2. Responsibility

This policy is administered by the Ministries Policies and Procedures Committee (MPPC).

3. Key Features

The Ministries Team provides grants to assist ordained Ministers with costs related to fees for studying higher degrees (Masters and Doctoral level). Circuit Lay employees and ordained ministers attending ministry development courses or conferences may also apply for support from the Ministries Team.

Applications for this funding are scrutinised by the MPPC. The committee reserves the right to award a grant at a level that it deems appropriate, but this shall not be more than 50% of the total course/conference fee.

Grant applications for university courses should normally be made by the end of the June preceding the commencement of the course. In the case of further study degree courses grants awarded shall not exceed 5 consecutive years.

Having availed of a study grant, a person must remain in a role with the Methodist Church in Ireland for at least 5 years on completion of their course. Otherwise, the grant is repayable.

Once a final payment of a ministry development/study grant has been awarded, normally 5 years must elapse before another application can be made.

Monies will be paid electronically when evidence of outlay is provided (i.e. receipt or invoice from institution or organisation). However, should a person apply for a grant and then not proceed with a course or attend the subsequent conference, any payment must be returned. Those receiving grants are responsible to declaring them in relation to their personal tax affairs.

If there are too many applicants in any given year, each application will be assessed according to the strength of the case.

4. Application Procedure

An Ordained Minister must consult with their District Superintendent if they are considering studying for a higher-level degree, and prior to any application for grant assistance.

The link for the electronic form is available from the Ministries Team Office at ministries@irishmethodist.org.

Once the application is submitted it will be reviewed by the MPPC officers who will make a recommendation to the committee. Applicants will be informed of the decision of the MPPC via email.

Grants will only be paid on sight of receipt or invoice.

5. Policy Review

This Policy was first adopted in March 2020, reviewed in April 2022 and revised in March 2023. It is intended to review and update this Policy by July 2025. Revised versions of the Policy shall be agreed by the Governance Board, reported to Conference, and published on the MCI Teams Application.

6. Related Policies

The following policies should also be considered:

- Ordained Ministers Continuing Ministry Development Policy
- Ordained Ministers Sabbatical Policy