

## **Guidelines for Sabbath Leave Grants**

### **I. Sabbath Leave Applications**

#### **About Sabbath Leave**

**In the Diocese of Pennsylvania, Sabbath Leave is seen as a period of 3 to 6 months set aside to refresh, energize and bring new perceptions to the tasks of life's work.**

**Sabbath Leave provides full-time ordained ministers a period of reflection and retreat for renewal and growth in ministry.**

#### **1. Goals for Sabbath Leave are:**

- a. to provide extended, continuous leave for renewal of ministry of both the minister and congregation;**
- b. to provide for an extended period of reflection and deepening of the minister's understanding of his/her own direction and purpose in ministry;**
- c. to help clergy and congregation articulate a vision for the congregation's future and plan together a mutually beneficial Sabbath Leave.**

#### **2. Application Conditions**

- a. Sabbath Leave application must be submitted and approved by the Vestry or Mission Committee of the congregation and then directed to the Diocesan Committee for Continuing Education and Sabbath Leave.**
- b. A Sabbath Leave applicant is expected to return to the institution from which Sabbath Leave was taken for at least one year of service after the completion of leave. (Hence, no applications will be accepted from retired clergy or those planning immediate retirement)**
- c. That a contribution be made by the congregation toward the expenses of the Sabbath Leave.**
- d. That there is a contribution that reflects a financial commitment made by the applicant.**

### **II. Other Considerations**

#### **1. Review:**

**In the event of disapproval of an application for Sabbath Leave, the applicant may contact Church House to schedule a meeting with the Chair of the Continuing Education and Sabbath Leave Committee.**

#### **2. Applications that may not be fundable:**

- a. A course work outside of normal theological, biblical, or pastoral skills; programs that lead to academic and professional degrees.**
- b. Multiple applications from the same person in the same year.**

#### **3. Grants do not cover the expenses of spouses or partners.**

**For more information, please contact:**

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