

## APPLICATION FORM FOR SABBATICAL AND SPECIAL STUDIES GRANTS

(Please refer to the Clergy Manual sections for Sabbaticals and Special Study Grants and the attached checklist)

Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Date: \_\_\_\_\_

Email address: \_\_\_\_\_

Mailing address: \_\_\_\_\_

This is a request for (check one):

- Sabbatical     
  Self-designed Sabbatical     
  Priest / Parish Director Advance or Special Study Grant  
 Deacon Special Study Grant     
  Other (specify) \_\_\_\_\_

Year of Ordination: \_\_\_\_\_ Year of Last Sabbatical or Special Studies: \_\_\_\_\_

Last time I received a grant was: \_\_\_\_\_ or this is my first request

Date I am requesting to go: \_\_\_\_\_

Additional funding:

Amount from your CFC personal account you want reserved \_\_\_\_\_

Professional expense account \_\_\_\_\_

Outside funding \_\_\_\_\_

I have discussed this with my parish / institutional leadership and there are no objections

Program you wish to attend (with description if not in the sabbatical book) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Your goals and a statement on why you want to go. Be specific. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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Office use: Applicant received checklist \_\_\_\_\_ Date when considered \_\_\_\_\_

Recommendation \_\_\_\_\_

Vicar for Clergy consulted and approved by Director \_\_\_\_\_ Applicant notified \_\_\_\_\_

Amount of reserved money set aside \_\_\_\_\_ Sacrament help out is \_\_\_\_\_

Vicar for Clergy contacted for Temporary Administrator \_\_\_\_\_

Evaluation submitted \_\_\_\_\_ Receipts submitted and paid (amount) \_\_\_\_\_

Parish reimbursed for help out (and amount) \_\_\_\_\_

## Sabbatical Resources

- (NOCERCC)
  - First Five Years
    - [Saint Mary Seminary and University](#) Baltimore, Maryland
    - [St. Meinrad Institute Sabbatical](#) St.Meinrad, IN
  - Sabbaticals
    - [Saint Mary Seminary and University](#) Baltimore, Maryland
    - [Hesburgh Sabbatical Program, Catholic Theological Union](#) Chicago, IL
    - [ICTE Pontifical North American College](#) Rome, Italy
    - [Jesuit School of Theology at Santa Clara University](#) Berkeley, CA
    - [St. Meinrad Institute Sabbatical](#) St.Meinrad, IN
    - [Mercy Center Colorado Springs](#) Colorado Springs, CO
    - [Oblate School of Theology](#) San Antonio, TX
    - [Redemptorist Renewal Center](#) Tuscan, AZ
    - [Mepkin Abbey Affiliate Program](#) Moncks Corner, SC
    - [The Centre for Christian Spirituality](#), Sydney, Aus.
- (USCCB)
  - [Mercy by the Sea Madison](#), CT
  - [Tantur Ecumenical Institute](#), Jerusalem, Israel
    - Camino Santiago
  - [Lilly Grant Program](#):. May cover all the expenses of a priest's sabbatical, including the salary of the priest's replacement at the parish as well as provision for continuing education of parish staff and parish leadership. Obtaining a Lilly Grant saves the parish and the Archdiocese a great deal of expense in order to allow our priests to go on sabbatical. Lilly's deadline for grant applications is in April – at least a year in advance of the planned sabbatical, and their decisions are made in August
- Additional sites provided by Diocese of Owensboro, KY Sabbatical Program Opportunities [PDF list](#)