

Thank you for considering the Spirit’s nudge to serve as an internship site. While congregations will consider many factors related to serving as an internship site, we recognize that finances play a significant role in a congregation’s decision. Please do not hesitate to reach out if conversation would be helpful.

The below information is offered as an aid to your ongoing discernment conversations. Many of the spots are blank, due to differences based on geographic location, staff size, and other factors that make these areas variable. Please note that most Word and Sacrament student internships are for 12 months. Word and Service internships may run from 6 to 12 months, depending on the student’s goals and the site specifications.

Housing is expected to be provided by sites with non-geographically restricted students. This includes rent and all utilities, including internet. The housing is expected to be independent of the homes of members of the congregation. In certain circumstances, a detached AUD or in-law unit of a member’s home may be appropriate. A general rule – if the pastor or other staff people wouldn’t agree to the housing arrangement, it is likely not appropriate for the intern. If you are unable to provide housing, your site may be able to be considered for a geographically-restricted student, as they waive that benefit.

One time costs payable to PLTS

Administrative Fee	\$1000
Travel Pool contribution	\$500
Spring Team-Building Retreat (two night’s lodging & meals)	\$500
Total	

Monthly Costs

Stipend	
Employer’s portion of FICA, Worker’s Comp and other associated fees and taxes	
Housing, incl utilities	
Reimbursables related to ministry: mileage, meals, etc.	
Monthly Total	
Number of months	

Occasional Costs

Travel to ELCA Regional retreats for intern and supervisor (x2)	
Synod Fall Theological Conference or Bishop’s Convocation	
Synod Assembly	
Other ministerial gatherings	
Total	

Grand Total	
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