

## Attachment/Handout B

### PRESBYTERY OF FLORIDA

### COMMITTEE ON CONGREGATIONAL REVITALIZATION

## POLICIES FOR AWARDING REVITALIZATION GRANTS

The Committee on Congregational Revitalization (CCR) has been blessed with funding to help revitalize congregations in their service to the Lord and the community in which they are situated. This will be extremely helpful as the climate toward “church” continues to evolve and refocus drastically. To aid congregations in their attempt to revitalize and refocus their ministry, funding through CCR may be available.

### TYPES OF GRANTS AVAILABLE

There are three categories for which revitalization assistance may apply. *All grants, if approved by the Committee on Congregational Revitalization, are considered to be matching grants up to the amount specified in this policy. Grants may be applied for once every 18 months.*

- **Updating Equipment (up to \$1,000)**

In a day and age of electronic communication and learning opportunities, “old fashioned” learning tools do not have much appeal to younger generations. If just cause can be presented demonstrating how updating equipment will play a key role in revitalizing and refocusing a congregation’s ministry, a request for equipment will be considered.

- **Emergency Repairs (up to \$5,000)**

There may be occasions when repairs to church facilities are needed in an attempt to be more visually appealing to potential newcomers to a congregation, as well as for the safety of all. A leaky roof leaving water stains, rotting wood that needs to be replaced and painted are just a couple examples.

- **Calling a Pastor (up to ½ the Presbytery minimum compensation requirements)**

Congregations that have completed the Holy Cow! Congregational Assessment Tool (CAT), the MissionInsite demographic study, and devised strategic plans showing viability for future ministry may apply for a Pastoral Leadership Grant. This would be to help call a Presbyterian Church (U.S.A.) pastor to serve the congregation for a minimum of three years. There will be a stringent review process prior to awarding this grant.

### INITIAL CRITERIA

As Presbyterians we are part of a connectional system. We work together and are a part of each others’ lives. When a grant request is submitted, several initial criteria will weigh heavily on considering the request:

- 47 • Have members of the congregation been serving on committees of the Presbytery?
- 48 • Has the Session been faithful in sending commissioners to attend Presbytery meetings?
- 49 • Has the congregation been faithful in financially supporting the work and ministry of the
- 50 Presbytery?
- 51 • A copy of the congregation’s financial budget and holdings will be required.
- 52 • At least two (2) estimates will be required for the Emergency Repair Grant.

## 56 SOURCE OF FUNDS

57  
58 There arise occasions when a congregation within the Presbytery of Florida has fulfilled its ministry  
59 to our Lord. The completion of that ministry is celebrated at a time of worship and thanksgiving for the  
60 work accomplished.

61  
62 But the influence of that congregation and its assistance and aid to its sister congregations is not  
63 completely over, even though its doors are closed.

64  
65 As is the policy of the Presbyterian Church (U.S.A.), the Presbytery is responsible for the disposition  
66 of the church property (G-4.0205). The funds received from the sale of the property is used to give  
67 witness to the connectional nature of our denomination, and further the work of our Lord in our sister  
68 congregations and the Presbytery of Florida.

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70 In 2020 the Presbytery of Florida passed the following in order to spread the funds in such a way as  
71 to best serve the Presbytery:

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73 “After the equivalent of one half of the current year’s budget is set aside, which can be used to zero-  
74 balance the current year’s budget before closing the books for that year,

- 75 • 10% of the remainder shall be set aside for special, unbudgeted presbytery projects defined by  
76 that policy,
- 77 • 50% shall be assigned to the Committee on Congregational Revitalization to be used as defined  
78 by their policy for such funds, and
- 79 • 40% shall be assigned to the Committee on New Congregational Development to be used as  
80 defined by their policy.
- 81 • Any growth in the Reserve Fund shall be distributed pro rata.”

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83 Resources have been afforded the Committee on Congregational Revitalization through investments  
84 made possible from the sale of church properties whose congregations have concluded their ministries.  
85 With the approval from Presbytery, the minimum amount to be invested will be no less than \$650,000  
86 the interest of which will be used to assist qualified projects and requests for assistance.

89 PRESBYTERY OF FLORIDA

90  
91 COMMITTEE ON  
92 CONGREGATIONAL REVITALIZATION

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94 EQUIPMENT GRANT  
95 DEFINITIONS AND EXPECTATIONS  
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98 **Purpose**

99 The Presbytery of Florida has established a Congregational Revitalization Fund to provide grants to  
100 its congregations with small membership in support of a congregation’s specific plan for its  
101 revitalization. The awarding of grants will be based on a demonstrated need to update/upgrade  
102 equipment used in worship and/or educational opportunities that will lead toward renewed and  
103 refocused avenues for ministry.  
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106 **Administration**

107 The fund shall be administered, and grants awarded by the Committee on Congregational  
108 Revitalization (CCR). *All grants, if approved by the Committee on Congregational Revitalization,*  
109 *are considered to be matching grants up to the amount specified in this policy. Grants may be*  
110 *applied for once every 18 months.*  
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115 **Definitions**

- 116 • **Small Membership Congregations:** While the definition of what constitutes a small congregation  
117 may vary, in the Presbytery of Florida it is generally considered to refer to congregations with an  
118 average weekly attendance at worship of less than 50 persons.  
119
- 120 • **Demonstrated Need:** How the lack of the needed equipment, or out-dated equipment has hindered  
121 forward progress of ministry.  
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- 123 • **Equipment:** Those tangible items used to enhance the worship and educational experience, (e.g.,  
124 audio-visual devices) of the congregation.  
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127 **Evaluation**

128 Within the first six months of receiving the grant, an accounting of the equipment’s use and  
129 effectiveness in helping revitalize the focus and practice of ministry will be submitted by the Session  
130 for review by CCR. Failure to do so will potentially disqualify a congregation from receiving future  
131 grants.  
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136 PRESBYTERY OF FLORIDA

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138 COMMITTEE ON  
139 CONGREGATIONAL REVITALIZATION

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141 EQUIPMENT GRANT APPLICATION

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143 Congregation Name: \_\_\_\_\_ PIN: \_\_\_\_\_

144 Address: \_\_\_\_\_

145 Session Clerk: \_\_\_\_\_ Session Moderator: \_\_\_\_\_

146 Contact Person for Grant: \_\_\_\_\_

147 Address: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

148 Home/Work Phone: \_\_\_\_\_

149 E-mail: \_\_\_\_\_

150 Congregation Membership: \_\_\_\_\_ Average Weekly Worship Attendance: \_\_\_\_\_

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153 1. For what item are you seeking a grant? (Please be specific) \_\_\_\_\_

154 \_\_\_\_\_  
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156 2. Amount requested from CCR? \_\_\_\_\_ (It is understood the  
157 congregation will match this amount.) Please attach the latest copy of the congregation's financial  
158 budget and holdings.3. What will this item replace? \_\_\_\_\_

159 \_\_\_\_\_  
160

161 4. Where and how will this item be utilized? \_\_\_\_\_

162 \_\_\_\_\_  
163

164 How frequently? \_\_\_\_\_  
165

166 5. What role will it help play in revitalizing the life and ministry of the congregation? \_\_\_\_\_

167 \_\_\_\_\_  
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169 \_\_\_\_\_  
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171 \_\_\_\_\_

172 6. What are the anticipated results to be achieved by using this item? \_\_\_\_\_

173 \_\_\_\_\_  
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\_\_\_\_\_

175 7. In the past three years how have members of the congregation been involved with various aspects of  
176 the Presbytery? \_\_\_\_\_  
177 \_\_\_\_\_  
178 \_\_\_\_\_

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182 The Session of \_\_\_\_\_ met on \_\_\_\_\_ and voted  
183 (church) (date)  
184 affirmatively on this matter, understanding the expectations of this request.

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Signed:

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188

189 \_\_\_\_\_  
Clerk of Session

189 \_\_\_\_\_  
Date

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191 PRESBYTERY OF FLORIDA

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193 COMMITTEE ON  
194 CONGREGATIONAL REVITALIZATION

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196 EMERGENCY REPAIRS  
197 DEFINITIONS AND EXPECTATIONS

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200 **Purpose**

201 The Presbytery of Florida has established a Congregational Revitalization Fund to provide grants to  
202 its congregations with small membership in support of a congregation’s specific plan for its  
203 revitalization. The awarding of grants will be based on a demonstrated need to do urgent repairs that  
204 will lead toward renewed and refocused avenues for ministry, as well as increase safety for all.  
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207 **Administration**

208 The fund shall be administered, and grants awarded by the Committee on Congregational  
209 Revitalization (CCR). *All grants, if approved by the Committee on Congregational Revitalization,*  
210 *are considered to be matching grants up to the amount specified in this policy. Grants may be*  
211 *applied for once every 18 months.*  
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216 **Definitions**

- 217 • **Small Congregation:** While the definition of what constitutes a small congregation may vary, in the  
218 Presbytery of Florida it is generally considered to refer to congregations with an average weekly  
219 attendance at worship of less than 50 persons.  
220
- 221 • **Emergency:** Circumstances that pose an immediate and significant risk to further damage if not  
222 rectified quickly. Matters that are a risk to safety or health.  
223
- 224 • **Repairs:** Not new construction, unless needed to reduce a risk to safety or health issues, or to  
225 prevent further damage to the facility.  
226

227 **Evaluation**

228 Within three months of receiving this grant, a report on the completion (or continuing progress) of the  
229 repairs will be submitted to CCR for its review. Failure to do so will potentially disqualify a  
230 congregation from receiving future grants.  
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**PRESBYTERY OF FLORIDA**  
**COMMITTEE ON**  
**CONGREGATIONAL REVITALIZATION**

**EMERGENCY REPAIRS GRANT APPLICATION**

Congregation Name: \_\_\_\_\_ PIN: \_\_\_\_\_  
Address: \_\_\_\_\_  
Session Clerk: \_\_\_\_\_ Session Moderator: \_\_\_\_\_  
Contact Person for Grant: \_\_\_\_\_  
Address: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
Home/Work Phone: \_\_\_\_\_  
E-mail: \_\_\_\_\_  
Congregation Membership: \_\_\_\_\_ Average Weekly Worship Attendance: \_\_\_\_\_

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1. For what repair(s) are you seeking a grant? (Please be specific. Attach photos when possible.) \_\_\_\_\_  
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\_\_\_\_\_
  
2. Amount requested from CCR? \_\_\_\_\_ (It is understood the congregation will match this amount.) Please attach the latest copy of the congregation's financial budget and holdings.
  
3. How will the repairs enhance the revitalization process of your congregation's ministry? \_\_\_\_\_  
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271 4. In the past three years how have members of the congregation been involved with various aspects of  
272 the Presbytery? \_\_\_\_\_  
273 \_\_\_\_\_  
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276 5. Please attach at least two estimates for needed emergency repairs.

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279 The Session of \_\_\_\_\_ met on \_\_\_\_\_ and voted  
280 (church) (date)  
281 affirmatively on this matter, understanding the expectations of this request.

282  
283 Signed:  
284 \_\_\_\_\_  
285 \_\_\_\_\_  
286 Clerk of Session Date

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## PRESBYTERY OF FLORIDA

### COMMITTEE ON CONGREGATIONAL REVITALIZATION

### PASTORAL LEADERSHIP GRANT DEFINITIONS AND EXPECTATIONS

#### **Purpose**

The Presbytery of Florida has established a Congregational Revitalization Fund to provide grants to its congregations with small membership in support of a congregation's specific plan for its revitalization. The awarding of a grant will be based on the attraction and retention of designated pastoral leadership to enable and guide the congregation's implementation of its plan for revitalization.

#### **Administration**

The congregation's Revitalization Plan shall be approved by the Presbytery's Committee on Congregational Revitalization in consultation with the Committee on Ministry. The fund shall be administered, and grants awarded by the Committee on Congregational Revitalization.

#### **Definitions**

***Small Member Congregation:*** While the definition of what constitutes a small congregation may vary, in the Presbytery of Florida it is generally considered to refer to congregations with an average weekly attendance at worship of less than 50 persons.

***Pastoral Leadership:*** will ordinarily be understood to mean a Minister of Word and Sacrament who holds ordination in the Presbyterian Church (U.S.A.).

***Plan for Revitalization:*** A congregation's Plan for Revitalization, also known as a *strategic plan*, shall reflect findings from a Holy Cow! Vital Signs Report and a MissionInsite Consultation, and must include, but not be limited to:

1. a statement of the congregation's vision and mission as it relates to congregational revitalization;
2. specific strategies for implementing that vision and mission;
3. identified goals and benchmarks for assessing the congregation's progress in implementing its plan;
4. a means of evaluating annually how the congregation and/or community have been transformed, including the congregation's next steps in its revitalization.

334 **Qualifications**

335 To qualify for a Pastoral Leadership Grant, a congregation will have completed, with the assistance of  
336 a Presbytery Consultant, both the Holy Cow! Congregational Assessment Tool and a MissionInsite  
337 community demographic assessment. Those programs are essential to the development of the  
338 congregation's strategic plan for revitalization.

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340 A Viability Assessment Form must also be completed to determine the potential life and vitality of  
341 the congregation and the promise it holds for future ministry. The Committee on Congregational  
342 Revitalization will review this information.

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344 After review of the Viability Assessment Form, the congregation will need to submit a Grant  
345 Application form which will aid CCR in determining its decision.

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348 **Terms**

349 Ordinarily, a grant may be awarded annually for up to three years, depending upon the Fund's  
350 financial growth and the congregation's active participation in its Revitalization Plan. Failure to meet  
351 conditions of the congregation's strategic plan may constitute a default of the provisions of the grant  
352 and result in its early termination. Funds are to be disbursed to the congregation annually following  
353 the awarding of the grant, and each year thereafter following assessment of agreed upon benchmarks  
354 and achieved goals.

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357 **Evaluations**

- 358 • Evaluations shall be conducted by the Committee on Congregational Revitalization every six  
359 months following the call of a pastor and the initiation of a congregation's Revitalization Plan.  
360 Each evaluation will be preceded by a written self-evaluation to be submitted by the Session.
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362 • The six month evaluation will focus on the investment and energy of the members of the  
363 congregation. It will include written recommendations for modifications to the Plan that may be  
364 considered desirable, along with other feedback.
- 365  
366 • The twelve month evaluation will assess the progress of the congregation toward the achievement  
367 of the goals set forth in the Plan. Steps taken to date and all tangible results observed will be  
368 examined. The evaluation will include any written modifications to the Plan deemed appropriate  
369 along with other recommendations and feedback from the CCR.
- 370  
371 • The eighteen month evaluation will focus on progress observed toward the goals of the revised  
372 Plan and the results of the implementation of any recommendations contained in the six month  
373 evaluation. The CCR will provide recommendations and additional feedback to the congregation.
- 374  
375 • The twenty four month evaluation will examine the achievements of the congregation in the  
376 fulfillment of the goals of the Plan.
- 377  
378 • The thirty month and 36 month evaluations will examine the achievements of the congregation in  
379 the fulfillment of the goals of the Plan. In addition, the congregation and the CCR will jointly  
380 determine next steps for the pursuit of the congregation's continued life and ministry.
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**PRESBYTERY OF FLORIDA**

**COMMITTEE ON  
CONGREGATIONAL REVITALIZATION**

**CONSULTANT VIABILITY ASSESSMENT FORM**

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Church Name

**CONFIDENTIAL**

In order to determine if engaging fulltime called and installed pastoral leadership will be appropriate for this congregation, please provide answers to the following questions. There is an assumption that by this time both the Holy Cow! Congregational Assessment Tool and MissionInsite data search have been completed. *Please keep this information confidential until you present this report to the Committee on Congregational Revitalization for review.*

Please respond to the following:

1. How does the Holy Cow! Assessment data describe the level of vitality in the congregation?

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2. How does the MissionInsite data describe the level of vitality in the community?

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3. To what degree does the congregation espouse a willingness to bring about change? How has this been expressed?

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4. Please attach to this form the financial health of the congregation for the past 3 years, e.g., budget revenue, investment funds and their restrictions, pledging/giving history, other sources of income.

429 5. Does data show the ability to provide financially at least ½ effective salary, pension dues, and  
430 professional expenses for 3 years based on at least the Presbytery minimums? \_\_\_\_\_ Yes \_\_\_\_\_ No  
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434 6. How many members have committed to being agents of change? \_\_\_\_\_  
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439 7. As the consultant, do you recommend moving forward with the Grant Application process and the  
440 utilization of Presbytery funds for this congregation. Yes \_\_\_\_\_ No \_\_\_\_\_ Why or why not?  
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455 \_\_\_\_\_  
456 Name of Consultant Completing Form Date

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**PRESBYTERY OF FLORIDA**  
**COMMITTEE ON**  
**CONGREGATIONAL REVITALIZATION**

**PASTORAL LEADERSHIP GRANT APPLICATION**

Congregation Name: \_\_\_\_\_ PIN: \_\_\_\_\_

Address: \_\_\_\_\_

Session Clerk: \_\_\_\_\_ Session Moderator: \_\_\_\_\_

Contact Person for Grant: \_\_\_\_\_

Address: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Home/Work Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Congregation Membership: \_\_\_\_\_ Average Worship Attendance: \_\_\_\_\_

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In what ways is your congregation demonstrating its commitment to the process of congregational revitalization?

In what ways has "Holy Cow!" impacted your thinking on congregational revitalization?

507 In what ways has “MissionInsite” impacted your thinking on congregational revitalization?

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517 Where do members of your congregation see God at work in your community?

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528 As you seek God’s call and based on what you have learned through participation in “Holy Cow!” and  
529 “MissionInsite,” what three things do you intend to pursue in the process of revitalizing you  
530 congregation?

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541 Provide plans, goals, and timelines for each of them.

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