

PRESBYTERY OF FLORIDA

MINISTRY OF CONGREGATIONAL AND PASTORAL CARE

POLICIES FOR AWARDING REVITALIZATION GRANTS

The Ministry of Congregational and Pastoral Care (MCPC) oversees funding made available to help revitalize congregations in their service to the Lord and to the community in which they are situated. This will be extremely helpful as the climate toward “church” continues to evolve and refocus. To aid congregations in their attempt to revitalize and refocus their ministry, funding through MCPC may be available.

TYPES OF GRANTS AVAILABLE

There are four categories for which revitalization assistance may apply. *All grants, if approved by the Ministry of Congregational and Pastoral Care, are considered to be matching grants up to the amount specified in this policy. Grants may be applied for once every 18 months.*

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

Given current, broadly available digital communication and learning tools, outdated equipment holds little appeal for communicating with the digitally-literate. If just cause can be presented to demonstrate 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 for safety or to be more visually appealing to potential newcomers to a congregation. A leaky roof leaving water stains or rotting wood that needs to be replaced and painted are just a couple examples.

- **Pastoral Leadership (up to ½ the Presbytery minimum compensation requirements)**

Congregations that have completed the Holy Cow! Congregational Assessment Tool (CAT) and the MissionInsite demographic study, and which have devised strategic plans showing viability for future ministry, may apply for a Pastoral Leadership Grant. This is designed to help small congregations 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.

- **Mini-Grant for Worship Enrichment (up to \$250)**

Small congregations, particularly those with part-time or temporary leadership, may determine that congregants would benefit from a degree of enrichment to help them more fully engage in the experience of worshipping together. This mini-grant is designed to encourage small-church leadership to consider ways in which worship can be revitalized through such investments as supporting leadership attendance at educational events, engaging a consultant, purchasing *Glory to God* hymnals, updating paraments, engaging in liturgical arts, creating banners, or other creative efforts. Dream, consider the options, and start planning. A new level of worship experience could be closer than you think.

INITIAL CRITERIA

As Presbyterians, we are part of a connectional system. We work together and are a part of one another's others' lives. When a grant request is submitted, several initial criteria will weigh heavily in determining the merits of the request:

- Have members of the congregation been serving on committees of the Presbytery?
- Has the Session been faithful in sending commissioners to attend Presbytery meetings?
- Has the congregation been faithful in financially supporting the work and ministry of the Presbytery?
- A copy of the congregation's financial budget and holdings will be required for all but the Mini-Grant.
- At least two (2) estimates will be required for the Emergency Repair Grant.

SOURCE OF FUNDS

There arise occasions when a congregation within the Presbytery of Florida has fulfilled its ministry to our Lord. The completion of that ministry is celebrated at a time of worship and thanksgiving for the work accomplished. But the influence of that congregation—its assistance and aid to its sister churches—is not completely over, even though its doors have closed.

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

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

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

- 10% of the remainder shall be set aside for special, unbudgeted Presbytery projects defined by that policy,
- 50% shall be assigned to the Committee on Congregational Revitalization [now Ministry of Congregational and Pastoral Care] to be used as defined by their policy for such funds, and
- 40% shall be assigned to the Committee on New Congregational Development to be used as defined by their policy.
- Any growth in the Reserve Fund shall be distributed *pro rata*.”

Resources have been assigned to the Ministry of Congregational and Pastoral Care through investments made possible from the sale of the properties of churches whose congregations have concluded their ministries. With the approval from Presbytery, the maximum amount to be invested will be no more than \$650,000 the interest of which will be used to assist qualified projects and requests for support.

PRESBYTERY OF FLORIDA

**MINISTRY OF
CONGREGATIONAL AND PASTORAL CARE**

**EQUIPMENT 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 grants will be based on a demonstrated need to update/upgrade equipment used in worship and/or educational opportunities that will lead toward renewed and refocused avenues for ministry.

Administration

The fund shall be administered, and grants awarded by, the Ministry of Congregational and Pastoral Care (MCPC). *All grants, if approved by the Ministry of Congregational and Pastoral Care, are considered to be matching grants up to the amount specified in this policy. Grants may be applied for once every 18 months.*

Definitions

- ***Small Membership Congregations:*** 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 worship attendance of fewer than 50 persons.
- ***Demonstrated Need:*** How the lack of the needed equipment, or out-dated equipment, has hindered forward progress of ministry
- ***Equipment:*** Those tangible items used to enhance the worship and educational experience, (e.g., audio-visual devices) of the congregation

Evaluation

Within the first six months of receiving the grant, an accounting of the equipment's use and effectiveness in helping revitalize the focus and practice of ministry will be submitted by the Session for review by MCPC. Failure to do so will potentially disqualify a congregation from receiving future grants.

PRESBYTERY OF FLORIDA
MINISTRY OF
CONGREGATIONAL AND PASTORAL CARE
EQUIPMENT 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: _____

.....

1. For what item(s) are you seeking a grant? (Please be specific) _____

2. Amount requested from MCPC? _____ (It is understood the congregation will match this amount.) Please attach the latest copy of the congregation's financial budget and holdings.

3. What will this item replace? _____

4. Where and how will this item be utilized? _____

How frequently? _____

5. What role will it play in revitalizing the life and ministry of the congregation? _____

6. What are the anticipated results to be achieved by using this item? _____

7. In the past three years, how have members of the congregation been involved with various aspects of the Presbytery? _____

The Session of _____ met on _____ and voted
(church) (date)
affirmatively on this matter, fully understanding the expectations of this request.

Signed:

Clerk of Session

Date

PRESBYTERY OF FLORIDA

**MINISTRY OF
CONGREGATIONAL AND PASTORAL CARE**

**EMERGENCY REPAIRS
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 grants will be based on a demonstrated need to do urgent repairs that will lead toward renewed and refocused avenues for ministry and increased safety for all.

Administration

The fund shall be administered, and grants awarded by, the Ministry of Congregational and Pastoral Care (MCPC). *All grants, if approved by the Ministry of Congregational and Pastoral Care, are considered to be matching grants up to the amount specified in this policy. Grants may be applied for once every 18 months.*

Definitions

- **Small 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 worship attendance of fewer than 50 persons.
- **Emergency:** Circumstances that pose an immediate and significant risk to further damage, if not rectified quickly; matters that are a risk to safety or health
- **Repairs:** Not new construction, unless needed to reduce a risk to safety or health issues, or to prevent further damage to the facility

Evaluation

Within three months of receiving this grant, a report on the completion (or continuing progress) of the repairs will be submitted to MCPC for its review. Failure to do so will potentially disqualify a congregation from receiving future grants.

PRESBYTERY OF FLORIDA

**MINISTRY OF
CONGREGATIONAL AND PASTORAL CARE**

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: _____

.....

1. For what repair(s) are you seeking a grant? (Please be specific. Attach photos when possible.) _____

2. Amount requested from MCPC? _____ (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? _____

4. In the past three years, how have members of the congregation been involved with various aspects of the Presbytery? _____

5. Please attach at least two estimates for needed emergency repairs.

The Session of _____ met on _____ and voted
(church) (date)
affirmatively on this matter, fully understanding the expectations of this request.

Signed:

Clerk of Session

Date

PRESBYTERY OF FLORIDA

**MINISTRY OF
CONGREGATIONAL AND PASTORAL CARE**

**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 fulltime designated pastor 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 Ministry of Congregational and Pastoral Care in consultation with the Committee on Ministry. The fund shall be administered, and grants awarded by the Ministry of Congregational and Pastoral Care.

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.

Qualifications

To qualify for a Pastoral Leadership Grant, a congregation will have completed, with the assistance of a Presbytery Consultant, both the Holy Cow! Congregational Assessment Tool and a MissionInsite

community demographic assessment. Those tools are essential to the development of the congregation's strategic plan for revitalization.

A Viability Assessment Form must also be completed to determine the potential life and vitality of the congregation and the promise it holds for future ministry. The Ministry of Congregational and Pastoral Care will review this information.

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

Terms

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

Evaluations

- Evaluations shall be conducted by the Ministry of Congregational and Pastoral Care every six months following the call of a pastor and the initiation of a congregation's Revitalization Plan. Each evaluation will be preceded by a written self-evaluation to be submitted by the Session.
- The six-month evaluation will focus on the investment and energy of the members of the congregation. It will include written recommendations for modifications to the Plan that may be considered desirable, along with other feedback.
- The twelve-month evaluation will assess the progress of the congregation toward the achievement of the goals set forth in the Plan. Steps taken to date and all tangible results observed will be examined. The evaluation will include any written modifications to the Plan deemed appropriate along with other recommendations and feedback from the MCPC.
- The eighteen-month evaluation will focus on progress observed toward the goals of the revised Plan and the results of the implementation of any recommendations contained in the six month evaluation. The MCPC will provide recommendations and additional feedback to the congregation.
- The twenty-four-month evaluation will examine the achievements of the congregation in the fulfillment of the goals of the Plan.
- The thirty-month and thirty-six-month evaluations will examine the achievements of the congregation in the fulfillment of the goals of the Plan. In addition, the congregation and the MCPC will jointly determine next steps for the pursuit of the congregation's continued life and ministry.

PRESBYTERY OF FLORIDA

**MINISTRY OF
CONGREGATIONAL AND PASTORAL CARE**

CONSULTANT VIABILITY ASSESSMENT FORM

Church Name

CONFIDENTIAL

To help the Ministry of Congregational and Pastoral Care determine whether engaging full-time 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 Ministry of Congregational and Pastoral Care for review.***

Please respond to the following:

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

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

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

4. Please attach indications of 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).

PRESBYTERY OF FLORIDA

**MINISTRY OF
CONGREGATIONAL AND PASTORAL CARE**

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: _____

.....

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?

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

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

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

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

The Session of _____ met on _____ and voted
(church) (date)
affirmatively on this matter, fully understanding the expectations of this request.

Signed:

Clerk of Session

Date

PRESBYTERY OF FLORIDA

MINISTRY OF CONGREGATIONAL AND PASTORAL CARE

MINI-GRANT FOR WORSHIP ENRICHMENT 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 grants will be based on a demonstrated need to enrich worship in a manner that will lead toward renewed and refocused connection to our Trinitarian God in the worship setting.

Administration

The fund shall be administered, and grants awarded by, the Ministry of Congregational and Pastoral Care (MCPC). *All grants, if approved by the Ministry of Congregational and Pastoral Care, are considered to be matching grants up to the amount specified in this policy. The grant may be applied for annually.*

Definitions

- ***Small Membership Congregations:*** 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 worship attendance of fewer than 50 persons.
- ***Demonstrated Need:*** The signs of need may be clear or subtle—as simple as noticing that the paraments are fraying or the church is still using denominational hymnals from prior to 2000 (or non-denominational hymnals from any year); and as subtle as the realization that worship isn't engaging congregants deeply or really at all. If the worship leadership or committee are curious about making small, medium, or large changes to worship that range from physical elements to liturgical or musical changes, this mini-grant may help small congregations to meet the need. MCPC may prove helpful in suggesting possible routes to an enriched worship service.
- ***Qualifying Opportunities:*** Modest investments in worship, such as supporting leadership attendance at educational events (conferences), engaging a consultant, purchasing *Glory to God* hymnals or , updating paraments, engaging in liturgical arts, creating banners, or other creative efforts.

Evaluation

Within the first three (3) months of receiving the grant, an accounting of the grant's use and effectiveness in helping revitalize the focus and practice of worship must be submitted by the Session for review by MCPC. Failure to do so will potentially disqualify a congregation from receiving future grants.

PRESBYTERY OF FLORIDA

**MINISTRY OF
CONGREGATIONAL AND PASTORAL CARE**

MINI-GRANT APPLICATION FOR WORSHIP ENRICHMENT

Church Name: _____
Mailing Address: _____
Session Clerk: _____ Session Moderator: _____
Primary Contact Person for Grant: _____
Home/Work Phone: _____ Cell Phone: _____
E-mail: _____
Congregation Membership: _____ Average Weekly Worship Attendance: _____

.....

1. How do you plan to use the mini-grant funds (please be specific) and how much additional funding is required *beyond* the matching funds this mini-grant requires? _____

2. What are your expectations and anticipated changes for worship associated with this mini-grant?

3. What steps do you anticipate taking to bring about a change in worship that will further enrich the congregation's experience of worship?

The Session met on _____ and voted affirmatively on this matter, fully understanding
(date)
the expectations of this request.

We will submit event photos and a report to MCPC within 3 months of receiving the mini-grant. ____
(Clerk's initials)

Clerk of Session

Date

Session Moderator

Date