

**Pacific Southwest District of
the Church of the Brethren**

Grant Booklet

2013 Information

www.pswdcob.org/churches/grants

Revised by Grant Review Committee, August 12, 2011

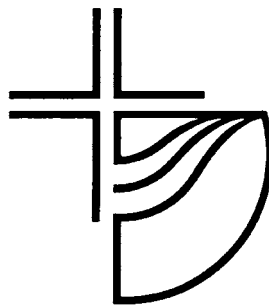
Introduction. 2

Award Guidelines. 3

What is “Congregational Growth”? 4, 5
Helping Congregations Grow

The Grant Application Process. 6

Grant Application. 7, 8



Church of the Brethren

Introduction

Mission Statement from the PSWD Constitution, page 1:

We, the members of the Church of the Brethren in the Pacific Southwest District, in order to promote the work and mission of Jesus Christ through the Church of the Brethren, to enhance the worship of God and the witness of our denomination to the saving grace and love of God, and to glorify God through the Church, do establish this Constitution for the Pacific Southwest District of the Church of the Brethren.

The grant process has been in effect in the PSWD for many years, beginning with very small pastoral support and church development grants. It was greatly expanded in 2004 after the PSWD sold church properties. Grants were increased to provide more training and encourage church planting. The district board made grant money available to local congregations to encourage congregations to be creative and forward looking in their ministries. Funds also were used to supplement the PSWD operations as congregational support was insufficient.

When the current recession began in 2008, investments diminished drastically, causing the Policy Board to suspend any grants after 2009. However, the district wants to continue to be supportive of congregations – both pastoral grants and congregational growth projects. Each year, the Stewards Commission policy guidelines establish a target dollar amount for grants for the coming year. The Grant Review Committee is responsible for reviewing and recommending individual grant requests to the Stewards Commission for inclusion in the annual District Conference “Ministry Assistance Plan.”

May God bless our ministries together!

Your PSWD Board

www.pswdcob.org

- CHURCHES
- GRANTS FOR PSWD CHURCHES

Award Guidelines

1. All actions of the Grant Review Committee (GRC) will be prayerfully considered.
2. The total grants awarded will stay within the PSWD Stewards Commission recommended policy guidelines for the calendar year.
3. Grant applications will be evaluated on their intention and capability to carry out the Great Commission (Matthew 28:19-20).
4. Grants are designated for new or existing projects that are designed to result in congregational growth (see pages [4](#), [5](#)).
5. Grants will be awarded for up to one year with the possibility of extension. However, without sufficient progress toward meeting stated goals, grants may be ended earlier.
6. The intended project or ministry must be well defined with a written plan for implementation, including sufficient leadership and a time line.
7. The congregation must have a financial plan to help carry out the proposed ministry or project and a plan to continue after grant funding has ceased.
8. The congregation must participate in District Conference, Annual Conference, and other district and denominational activities, including all church growth training events.
9. The congregation must financially support the district and denominational agencies through its outreach budget.

Information about this area is available on the web:

www.pswdcob.org

- CHURCHES
 - HELP WITH NATIONAL FORMS
 - HELP WITH OUTREACH PLANNING



Our award guidelines emphasize congregational growth.

So, what is “Congregational Growth”?

The growth of the congregation is ultimately out of our control. The Apostle Paul said in I Corinthians 3:6, “*I plant, Apollos waters, but God gives the increase.*” It is Christ’s church, and we are really just the “caretakers” until his return.

So, if God gives the increase, do we have any responsibility in the disciple-making process? Yes, indeed. In fact, our mandate comes from God:

“God authorized and commanded me to commission you: Go out and train everyone you meet-far and near-in this way of life, marking them by baptism in the threefold name: Father, Son, and Holy Spirit. Then instruct them in the practice of all I have commanded you. . . .” Matt. 28:19-20 The Message

These verses have often been called “The Great Commission” to the church and Christ’s followers. Our task, and the task of our congregations, is to be the ambassadors “in this way of life” to the people in our community.

Grants are intended to provide financial assistance to PSWD congregations that desire to “plant and water the seeds of the Gospel” in their communities. Thus, the two criteria which the Grant Review Committee will use to evaluate requests are:

- Grant applications will be evaluated on their intention and capability to carry out the Great Commission.
- Grant funds are designated for new and existing projects that are designed to result in congregational growth.

So, How Can We Help Our Congregations Grow?

Congregational growth is simply *positive people flow*. In fact, people flow is going on in every congregation all the time. People coming in. People going out. Some people staying a short time. Others longer. Growing congregations have positive people flow. Declining congregations negative.

So, when it comes right down to it, congregational growth is just a matter of seeing more people coming in than going out. Of course, *how* to get positive people flow in a congregation can be a little more involved. But even then it’s not all that complex. People flow is a function of just three things:

- A. *Visitor Volume* – the number of new people who come in contact with the congregation;
- B. *Visitor Retention* – the number of these new people who stay and become involved in the congregation;
- C. *Member Attrition* – the number of people in the congregation who stop coming, for whatever reason.

To experience congregational growth, a congregation needs to generate positive people flow through:

- Increasing “A”
- Increasing “B”
- Decreasing “C”

... or a combination of these.

Thus, grants which focus on a combination of:

- ✓ attraction (increasing the number of new contacts in the community),
- ✓ retention (increasing the effectiveness of follow-up with these new contacts), and
- ✓ assimilation (decreasing the number of people who drop out of active congregational involvement)

will be favorably considered.

Keep in mind that congregational growth is not only concerned with (or measured by) the Sunday morning worship service. Of course, that is an important part of the “growth mix” of a congregation, but not the only measure. In fact, research shows that fewer people are first connecting with their congregation through the “front door” – the Sunday morning service. More and more people are connecting through “side doors” – groups and activities sponsored by the congregation where relationships are developed before ever visiting the Sunday service.

With this in mind, grants will be considered for all initiatives that help congregations ...

- increase the number of people coming in their front door;
- increase the number of people coming in their side doors;
- decrease the number of people leaving out their back door.

Grant Application Process

1. Notify the district office and complete an application form. Forms may be copied from this booklet or found online on the district web site. The grant application must be presented and approved at a congregational council / business meeting.
2. Grant applications with all supporting documents are due in the district office by April 30 for consideration by the GRC for the following year. The requesting congregation shall include with the application, their financial statements (income / expense statement & balance sheet), their annual church budget (income & expense) and their financial plan.
3. A consultation with the GRC may be required before a grant is approved and/or funds are disbursed.
4. The GRC will review all grant applications and make recommendations to the Stewards Commission. The Stewards Commission will make a recommendation to the Executive Board who will make grant recommendations to the Policy Board. The Policy Board will make grant recommendations through the district "Ministry Investment Plan" to the District Conference for final approval. Official notification to the congregation will be by letter after District Conference.

How Approved Grants Are Reviewed

1. Grant recipients are required **to file a written quarterly "Grant Progress Report"** with the district office unless given other instructions.
2. Continuation of funding will be dependent upon the ability of the requesting congregation to demonstrate that appropriate progress towards meeting the stated goals of congregational growth has been achieved, in line with values consistent with the Church of the Brethren.
3. The PSWD reserves the right to modify the amount, time frame, or payment schedule of any grant awarded.

Pacific Southwest District of the Church of the Brethren Grant Application (page 1 of 2)

Please submit application to:

909-392-4049 voice
909-392-4056 fax
FrontDesk@pswdcob.org

**PSWD Grant Review Committee
Pacific Southwest District of the Church of the Brethren
P.O. Box 219
La Verne CA 91750-0219**

Congregation:		Date:
Address/City _____		State _____ Zip _____ - _____
Phone () _____	FAX () _____	Email: _____
Contact Person:		
Address/City _____		State _____ Zip _____ - _____
Phone () _____	FAX () _____	Email: _____
Board Chair:		
Address/City _____		State _____ Zip _____ - _____
Phone () _____	FAX () _____	Email: _____

12/6/11 printing: C:\Backup\Front-WPDocs\Grants-GRC\GRC Grant Booklet masters\UniversalGrantBooklet2013.wpd

Amount Requested: Grant \$ _____

We have read, understood and agreed to the Award Guidelines on page 3 of the Grant Booklet.

Date approved at congregational council / business meeting

Signature: Church Pastor

Signature: Church Board Chair

Signature: Church Moderator

OFFICE USE ONLY

Upon careful and prayerful review the above Grant request was:

Approved

Denied

Returned for Resubmittal

Date Received in PSWD Office: _____

Date of the GRC Action: _____

Date of the Executive Board Action: _____

Date the Local Church Board was notified: _____

Dates of the GRC Reviews: _____

Pacific Southwest District of the Church of the Brethren
Page 2 of the Grant Application

Please retype these questions along with your answers on a separate piece of paper.
Please make a copy for your records.

1. Write a brief description of your Grant project specifying:
 - a. The specific need
 - b. The projected impact on the congregation / community / district

2. Please indicate why the current request cannot be met with existing local resources. *(Attach detailed current annual church budget, recent income/expense sheet & balance sheet, and financial plan.)*

3. Describe the process for developing this proposal:
 - a. Who was involved?
 - b. How was it created?
 - c. Does this proposal come with pastoral, leadership team / board, and congregational support?
 - d. What date was a local vote taken or consensus achieved? *(Note that all requests require approval at a congregational council / business meeting.)*

4. Indicate your:
 - a. Goals *(final intended results)*
 - b. Objectives *(specific steps to get the results)*
 - c. Time Line *(for working through your goals and objectives)*
 - d. How will this grant carry out the Great Commission and grow your congregation?

5. How will your congregation continue this ministry after district support has ended?

6. Provide an itemized budget for your proposed project, identifying the sources of the funds through the life of the proposal. *(church, district, other agency, etc.)*

In addition to this project budget, remember to include these church financial documents listed in question 2: detailed current annual church budget, recent income/expense sheet & balance sheet, and financial plan.

7. How will you evaluate and report success for your project?