

Guidelines for Processing Mennonite Church British Columbia (MCBC) Funding Applications

Passed by Funds Discernment Task Group (FDTG) on June 30, 2021

Purpose of Subsidy Funding:

Funding is intended to support the efforts of MCBC church planting initiatives, MCBC revitalization projects, and new initiatives that expand the horizons of MCBC's church extension efforts. The goal is new life and new projects, with a focus on building a creative thinking culture.

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Application Schedule for 2021-2022:

July 7, 2021 MCBC will inform all MCBC congregations of the revitalization offer, including deadline for applications.

July 15 - Oct 30 2021 Open for applications.

Oct 30, 2021 Deadline for all applications. Applications will be reviewed as they are received. No late applications will be accepted. Applications will not necessarily result in acceptance/continuance in the program.

Nov 1-30, 2021 Funds Discernment Task Group (FDTG) Reviews Applications

- a) Initial screening to assess the suitability of each proposal by FDTG.
- b) Process and evaluate applications, communicate with applicants, if necessary, to clarify their proposals to help determine subsidy allocation amount. This resubmission needs to be submitted by Nov 30.
- c) FDTG reviews resubmissions and recommends Revitalization Proposals to be included in the 2022 MCBC budget by the MCBC Finance Committee. (Funding to come from Mountainview Funds.)
- d) MCBC Finance Committee reviews budget recommendations from Funds Discernment Task Group, and presents budget to MCBC Leadership Board, to recommend to AGM Delegates.

Feb 2022 AGM - Proposals are included in the MCBC budget. Recipients will present the application in a multimedia four-minute (maximum) presentation to the delegate body for approval.

Reporting Period: March – May’22

Mar 15. Quarterly Funding Advance released to all AGM approved revitalization recipients.

Reporting Period: June-August’22

May 15 Quarterly revitalization reports due

June 15 Funding Advance released to all revitalization recipients whose reports have been accepted by FDTG

Reporting Period: Sept-Nov’22

Aug 15 Quarterly revitalization reports Due

Sept 15 Funding Advance released to all revitalization recipients whose reports have been accepted by FDTG.

Reporting Period: Dec’22-Feb’23

Nov 15 Quarterly revitalization reports Due

Dec 15. Funding Advance released to all revitalization recipients whose reports have been accepted by FDTG.

Final Report Due:

Feb 15, 2023

Application Form 2022

"It should not be hard or burdensome, for the Lord himself says that his yoke is easy and light. However, if there is occasionally a little strictness when sufficient reason requires it, do not flee immediately." St. Benedict's Rule.

Information Requirements:

1. This allocation of funds is for new projects not currently being implemented. The purpose is for new life and new projects. Preference will be given to applications that display innovation and creativity. The goal is not only to bring revitalization, but also to demonstrate ideas that strive to achieve revitalization through building a creative thinking culture. The end is revitalization, and the means is creative thinking culture.

Will there be new hires? What type of hires will they be? (i.e. Intern from Columbia Bible College? Creating a new program and funding which requires additional hours for existing staff?)

Will the funds be used for salaries, supplies, or access to programs?

2. What is the scope (size) of your project? The intention of this funding is for workers to initiate new activities inside and/or outside the church and to make new pathways for people to engage and sustain a relationship with Christ. (Is it one single ministry, or is it a team-building idea, etc.)
3. What is your ministry's intent: (What are you going to do, who is your audience, where are you going to minister, how is this creative/innovative?) How will this funding help? What are your measurable goals (short term and/or long term)? And what tool will you use to measure your goals? (We are not dictating the outcomes, however, we are asking fund recipients to state their own outcomes, and then indicate how they plan to achieve them. i.e., growing Sunday morning attendance, commitments to follow Jesus, moving closer to the centre of our faith, minister to homeless people.)
4. This allocation of funds must have a plan for the future. Do you intend to apply for funding the following year? What is the duration of your project? 1 year? 3 years? (In a scenario where there are more applications than funding, we will give preference to long term projects which demonstrate creative thinking culture).
How are you planning to finance this project next year if there are less/no revitalization funds?
5. Identify which ways this initiative will be supportive of MCBC ministries, initiatives, leadership, and other MCBC churches.
6. Application must be signed by the congregational board chair.

Organizational Guidelines for MCBC Funds

1. Maximum \$15,000 revitalization funds per church per year (plus maximum \$2500 per year per church for coaching).
2. Maximum \$70,000 per church total over 10 years (including coaching).
3. Maximum \$100,000 per year total funds allocated to all MCBC revitalization projects including coaching combined. Funding for Church Plants will be additional to the maximum Revitalization amount of \$100,000.
4. If a church plant chooses to start up, and is identified as feasible by FDTG, the funding allocations will be for a maximum duration of 4 years;
Year 1 100% of expected salary expenses,
Year 2 75%,
Year 3 50%,
Year 4 25%.
5. Upon receiving funds from the sale of the Peardonville property, these guidelines will also apply to the Peardonville Property sale funds with perhaps wider application and different allocation amounts.
6. These guidelines will be reviewed and, if necessary, updated by FDTG on an annual basis.

MCBC 2022 Revitalization Report Criteria Form

Recipients will report every quarter, with the Reports due 2 weeks before the end of each quarter. (Feb 15, May 15, Aug 15, Nov 15). At the MCBC AGM (Feb 26), revitalization project proposals will be presented to the delegates in a four-minute (maximum) multimedia presentation articulating the church's vision for the funds for the year.

Financial fairness in reporting: Reports must adequately account for the revitalization work accomplished. Since some churches receive less and some receive more, reports will be accountable according to the amount of funds that revitalization workers receive.

The tri-monthly reports can be submitted in writing, orally (will be recorded), blog, ppt, video, as long as it meets the reporting requirements. If there are aspects that need further clarity, it will be followed up by the Funds Discernment Task Group.

A calculation of revitalization initiatives/projects has been calculated based on a \$28 hourly basis (including holidays) and then divided by the amount of funds received, (see Chart 1 below).

This gives recipients 2 ways of measuring outcomes:

1. Hourly expectations per week
2. A system for reporting known as a Reporting Units.

For a church receiving \$5,000 per year, the expectation is to provide 45 hours of revitalization work over a quarterly period of time, which breaks down to 3 hours a week and 1 Reporting Unit. The report will then reflect the 3 hours per week, and will only have one Reporting Unit, which means one story/initiative in their report.

For a church receiving \$12,000 per year the expectation is to provide 107 hours of revitalization work over a quarterly period of time, which breaks down to 8 hours a week and 3 Reporting Units. The report will then reflect the 8 hours per week and will have 3 stories/initiatives in their report.

We accept flexibility in these reports, however, the reports must reflect accountability to the hours worked.

Chart 1

Church	Units per quarter	\$K per year	Hours per quarter	Hours per week
Sample - Church A	2	8	71	6
Sample - Church B	3	12	107	8
Sample - Church C	1	5	45	3

FDTG Revitalization Report Checklist

Report Units (One initiative per unit)	Report 1 Feb 15	Report 2 May 15	Report 3 Aug 15	Report 4 Nov 15
Revitalization Initiative(s) undertaken				
Dates and amount of hours to administrate and run initiative				
Tell a story of people affected by your revitalization initiative				
State your goal. How did your activities in this quarter lead you closer toward that goal? How have the efforts affected the church community?				
40 word summary (or 1 minute section of video) of the highlights of your revitalization efforts to be published in MCBC Connect & MCBC Website				
2 Pictures relating to the story				
Permission for 40 word summary of the highlights and pictures for media publication (MCBC Connect, web)				

FDTG Revitalization Coaches and Coaching Information

1. Pastors receiving Revitalization Funding will access pastoral coaching. FDTG will help the pastor arrange and choose an appropriate coach. MCBC will fund this coaching. The coach will be approved by FDTG and the goal of the coaching will be to optimize ministry effectiveness and initiatives. Coaching will occur once a month, with a month break in summer and December.

The purpose of a coach is to “optimize ministry effectiveness and initiatives” by helping the revitalization pastor/worker:

- a. Grow in their mental/emotional/spiritual health (developing and maintaining healthy work boundaries, develop self-awareness and a Biblically healthy lifestyle) and
- b. Enable a ministry structure that optimizes the minister’s strengths (i.e. ability to create and achieve revitalization and other ministry goals, accountability, ability to write reports).

2. The hope is that the coaching will increase longevity in both minister and ministry.

3. The maximum amount of coaching funding per revitalization church is \$2500 per year. The coaching recipient can either pay the coach themselves and then submit the receipt to MCBC for reimbursement, or the coaching recipient can submit the receipt to MCBC and MCBC will reimburse the coach. MCBC prefers to not have to pay the coaches every month, but rather quarterly, or every second month

4. Coaching reports will be done quarterly with MCBC’s Church Engagement Minister over the phone.

- a. Review coaching dates, assist with finding a coach.
- b. How has coaching helped you in achieving your goals?

Edited July 6, 2021