



Policy Guidelines and Application for Funding Approved Initiatives

Guidelines for Processing Funding Applications

Approved by the Funds Discernment Task Group (FDTG). Original: June 30, 2021. Revisions/versions: AGM 2024 (Sept 2024), TGFD: August 2025, 2026

Purpose of Grants/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 for all MCBC grants is new life and new projects, with a focus on building a creative thinking culture.

AGM 2024 clarification: This fund supports starting new congregations, revitalization, service, peace and justice initiatives, and leadership training in individual congregations. For the purposes of this fund, Camp Squeah is included alongside congregations.

Table of Contents

1. Application Schedule (2025–2026)
2. Application Form 2026 (for 2026 FYE)
3. Organizational Guidelines for MCBC Funds
4. MCBC 2026 Revitalization Report Schedule
5. Application Form Template (for Congregational Use)
6. Appendixes
7. Quarterly Report Form Template (for Congregational Use)

1. Application Schedule (2025–2026)

- Sept 2025 – MCBC informs congregations of the revitalization offer and deadlines.
- Oct – Nov 15, 2025 – Application period open. All applications are one-year only. Resubmission required for subsequent years.
- Nov 15, 2025 – Deadline for all applications. No late applications accepted. Submission does not guarantee acceptance or continuance.
- Nov 15–30, 2025 – FDTG Review:
 - a) Initial screening of suitability.
 - b) Evaluation and clarification with applicants if needed. Resubmissions due Nov 30.
 - c) FDTG recommends proposals for inclusion in the 2026 MCBC budget (funding from Peardonville 80% interest + \$100K principal/year). Funding model ends Dec 31, 2026 per AGM resolution.
 - d) MCBC Finance Committee reviews recommendations, forwards to Leadership Board, then included in annual budget which is approved by AGM delegates.
- Feb 2026 AGM – Proposals included in MCBC budget. Recipients submit 2-minute multimedia summary, due 2 weeks before AGM.
- Funding and Reporting Timeline:
 - Mar 15, 2026: First quarterly advance released.
 - May 15, 2026: Reports due → June 15: Second advance.
 - Aug 15, 2026: Reports due → Sept 15: Third advance.
 - Nov 15, 2026: Reports due → Dec 15: Fourth advance.
 - Feb 15, 2027: Final video report due. If the church is not going to apply for next year, a regular report (not a video).

2. Application Form 2025 (for 2026 FYE)

“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

2.1 Tracks Overview

- Track A – Accountable Initiative Grants (current revitalization model).
- Track B – Whole church system/culture assessment, with possible strategic changes or full transformation plan with Cyclical Full Circle, and 1-year coaching plan.

2.2 Financial Health Disclosure (Required for both Tracks)

Applicants must provide:

- Full summary of congregational fund balances.
- Last year’s budget vs. actual.
- Current year budget vs. actual.
- Current stewardship approach summary.

It is the intention to supply funds for churches that have demonstratable need for outside resource help given MCBCs ongoing structural deficits and current level of church support.

If cumulative Track A maximum (\$70,000 over 5 years) has been reached, FDTG will consider alongside other applications if a Track B application.

3. Organizational Guidelines for MCBC Funds

- Maximum per church per year: \$15,000 (including Cyclical).
- Maximum per church total (10 years): \$70,000 (to be reevaluated in 2026).
- Total maximum allocation (per year): \$100,000 across all eligible entities (revitalization, leadership, peace/justice, Squeah. *This excludes Church Planting/Fresh Expressions/Reign of God Advancing Environments, they are considered case-by-case organically.*)
- Program sunset: After 2026.
- Allocation split: Roughly 50/50 between Track A and Track B.
- Need-based criteria will be used if needed based on funds available and number/amount of applications received. These include number of months of reserves, other funds, etc. a church has available. History of consistent support and amount to the shared ministries.
- Annual review: Guidelines reviewed and updated by FDTG.

3.1 Track A – Information Requirements (Appendix A includes more detail)

- Must fund new projects (not currently active. This excludes projects that were started with grant funds in the prior year(s)).
- Preference for innovation, creativity, and culture-building.
- Details required:
 - - New hires? Interns? Staff expansion?
 - - Project scope (single ministry vs. team initiative).
 - - Intent, audience, location, goals, measurable outcomes, and measurement tools.
 - - Future funding/sustainability plan.
 - - Relationship to MCBC ministries.
- Signature required: Congregational Board Chair.

3.2 Track B – Information Requirements (Appendix B includes more detail)

- Step 1: Church board/staff complete free Cyclical Full Circle Phase 1 Assessment.
- <https://cyclicalfullcircle.com/how-healthy-is-my-church>
- Step 2: Connect with Rob Douglas (Cyclical).
- Step 3: Apply for Phase 2 (Strategic Plan) and Phase 3 (Coaching) with signed application.
- MCBC pays fees directly to Cyclical Full Circle.
- Assessment reports shared with MCBC staff (observational role).
- Declining to follow through → no future funding for 5 years.
- Quarterly reporting required during Phase 3 coaching.

4. MCBC 2026 Revitalization Report Schedule

Recipients must submit quarterly reports (due May 15, Aug 15, Nov 15). Proposals will be presented Feb 15, 2026 at the AGM (2-minute multimedia) articulating the church's vision for the funds for the year. See

Note that section 8. Quarterly Report Form Template (for Congregational Use) contains instructions with a form template for these. Read carefully.

5. Application Form Template (for Congregational Use)

Please complete all sections. Use additional pages if necessary.

A. Congregation Information

Congregation Name: _____

Address: _____

Contact Person: _____

Phone/Email: _____

Board Chair Name: _____

Pastor/Lead Minister Name: _____

B. Funding Track

☐ Track A – New Projects / Revitalization Initiatives

☐ Track B – External Health/Leadership Partnerships - Cyclical Full Circle (Assessment, Strategic Plan, Coaching)

C. Financial Health Disclosure

Please attach the following documents:

1. Full summary of congregational fund balances
2. Last year's budget vs. actual
3. Current year budget vs. actual
4. Stewardship approach summary

D. Project Proposal (Track A Applicants Only)

1. What new project are you proposing?
2. Will there be new hires (e.g., interns, staff)? Please describe.
3. What is the scope of your project (single ministry, team initiative, etc.)?
4. Who is your target audience and where will ministry take place?
5. What are your measurable goals and how will you assess them?
6. How will the project be sustained in future years?
7. How does this initiative support MCBC ministries/initiatives?

E. Track B Process (Cyclical Full Circle Applicants Only)

1. Confirm completion of Phase 1 (free assessment and Cyclical Initial Contact).
2. Confirm commitment to on-site leadership/larger group Phase 2 process.

3. Review and affirm Appendix 6.2 Cyclical process and off-ramp if not pursuing coaching Phase 3.

4. Acknowledge that declining to follow through with plan developed will possibly result in future funding ineligibility.

F. Reporting and Relationship Commitments and Covenants

We commit to submitting quarterly reports (May 15, Aug 15, Nov 15) and a final video report (Feb 15, 2027).

Church and Pastor Covenant

We reaffirm our commitment to the MCBC church and pastor covenant, which includes:

- Attending Pastor Retreat
- Participating in monthly pastor meet-ups
- Attending LEAD+AGM
- Maintaining ethical relationships, including our commitment to MCBC, GLMC, and the Shared Understanding of Ministerial Leadership

Financial Commitment

Our church commits to supporting our shared ministries through the Regional Anabaptist Church Network (MCBC) with a financial goal of contributing 5-7% of our income. This investment allows us to give back and multiply the work of our collective ministry.

G. Signatures

Congregational Board Chair: _____ Date: _____

Pastor/Lead Minister: _____ Date: _____

Funds Discernment Task Group Representative: _____ Date: _____

6. Appendixes

6.1 Appendix A Expanded Track A Information (Detailed Requirements)

- This allocation of funds is for new projects not currently being implemented.
- Preference will be given to applications that display innovation and creativity.
- The goal is not only revitalization, but also to demonstrate ideas that strive to achieve revitalization through a creative thinking culture.
- Applicants must describe:
 - - Will there be new hires? Interns from Columbia Bible College? Expanded staff hours?
 - - What is the scope (single ministry, or a team-building initiative)?
 - - Ministry's intent: What are you going to do, who is your audience, where will you minister, how is this creative/innovative?
 - - Measurable goals (short- and long-term). What tools will you use to measure them?
 - - State your intended outcomes (examples: growing attendance, new commitments to faith, serving homeless people).
 - - Future planning:
 - Will you apply again next year? If so, how will this be sustained if funding is reduced?
 - 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?
 - How will you sustain or end the contract if your church cannot continue to fund this role after startup funding?
 - - Identify how this initiative supports MCBC ministries, initiatives, leadership, and other MCBC churches.

6.2 Expanded Track B Information (Cyclical Full Circle Process)

- MCBC has partnered with Cyclical Full Circle to assist congregations in developing leadership and strategic plans.
- Phases include:
 - Phase 1: Quiz – Self-Assessment. Free leadership-wide 7-point group assessment with core leaders. Connects the congregation with Cyclical Full Circle contact.
 - Phase 2: Develop a Pathway. On-site health assessment and strategy (~\$3,500 USD + travel, covered by MCBC). Can be done as a 1–2 day retreat. Report shared with MCBC staff (observational role).
 - Phase 3: Lead Out of Decline. Yearlong coaching (\$5K–15K depending on scope). MCBC will cover costs if the church commits to implementation.
- Declining to follow through after Phase 2 may result in a 5-year funding ineligibility.

6.3 Expanded Revitalization Report Criteria

Recipients must provide quarterly reports due May 15, Aug 15, Nov 15, and a final report (Feb 15, 2027). Reports must adequately account for revitalization work accomplished, proportional to funds received.

Reports are measured by 'Reporting Units' (based on an hourly calculation at \$28/hour).
Example: $\$5,000/\text{year} = 45 \text{ hours/quarter} = 3 \text{ hours/week} = 1 \text{ unit}$.

7. Quarterly Report Form Template

Reminder: Reports due 2 weeks before the end of each quarter. (May 15, Aug 15, Nov 15). Feb 15, 2026, revitalization project proposals will be presented to the delegates in a two-minute (maximum) multimedia presentation articulating the church's vision for the funds for the year.

Congregation Name: _____

Quarter & 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 will be submitted in writing.

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.

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	1	5	45	3
Sample - Church B	2	8	71	6
Sample - Church C	3	12	107	8

Report Units (One initiative per unit)	Report 1 May 15	Report 2 Aug 15	Report 3 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)			

Signature of Congregational Board Chair: _____ Date: _____