

Appendix C  
Proposal for Use of Designated Funds

**Process for Disbursement of Designated Funds**

**Guidelines for Applicants**

(See Also Special Guidelines for Congregations Below)

In order to be more faithful and intentional in our financial stewardship, the Coordinating Council has approved the following process for disbursement of designated funds:

1. On at least a semi-annual basis, the Coordinating Council will provide a list of designated funds to the members of all committees, commissions and teams\* and to the clerks and moderators of the session of each congregation (\*note: including Presbyterian Woman and Montgomery Presbyterian Conference Center).
2. The list will include the name of each fund, its line item number, its purpose/permissible uses, and amount available for disbursement during this application period.
3. An applicant may apply for disbursement of funds to support an identified project for mission and ministry. The maximum amount of time that a project will be funded is three years. Ordinarily, a single entity will be limited to no more than two awards within a three year period. Presbytery committees are encouraged to meet as a group to brainstorm ideas for using these funds in a collaborative way. The committee chair will sign the application showing that he/she is aware that the application is being submitted.
4. The completed application form will be filed with the Stated Clerk by email at [sandra@staugpres.org](mailto:sandra@staugpres.org) by the deadline provided.
5. A small team designated by the Coordinating Council will review the applications for completeness and gather additional information as needed.
6. The Coordinating Council will give prior notice of the meeting or meeting(s) when the applications will be considered and will hear from the applicant if requested by either the applicant or the Coordinating Council.
7. Following consideration of each application, the Coordinating Council will vote on whether the grant will be awarded.

8. The Coordinating Council will notify the applicant as to whether the award will be made and, if awarded, when the funds will be disbursed.
9. Notice of all awards, including the name of the fund, the amount, and a description of the project, will be provided to the presbytery by the time of the next stated meeting.

#### Special Guidelines for Congregations

1. The designated funds currently available are for small congregations, defined as 100 members or under.
2. The application will include the date of the session meeting when the application was approved and the signature of the moderator or session clerk.
3. Preference will be given to congregations that have made a written pledge for unified giving to the presbytery and have fulfilled their pledges and made their per capita contributions in a timely manner.



PRESBYTERY OF ST AUGUSTINE  
DESIGNATED FUNDS DISBURSEMENT PROPOSAL

1. PROJECT NAME: \_\_\_\_\_
2. SUBMITTED BY: \_\_\_\_\_ DATE: \_\_\_\_\_
3. (Committee, Commission, Congregation, or Team)
4. CONTACT PERSON: \_\_\_\_\_
5. (In case we have questions) EMAIL: \_\_\_\_\_
6. PHONE: \_\_\_\_\_
7. AMOUNT REQUESTED: \_\_\_\_\_ FROM LINE ITEM: \_\_\_\_\_

8. BRIEF DESCRIPTION OF PROJECT (Please limit description to the space provided.):

9. WHAT ARE THE AREAS OF THE STRATEGIC PLAN THIS PROJECT SUPPORTS? (Please List.)

10. WHO ARE THE PEOPLE AND/OR GROUPS TO BE SERVED BY THIS PROJECT?

11. WHAT IMPACT WILL THIS PROJECT HAVE ON THEM?

12. WHAT UNMET NEEDS DOES THIS PROJECT ADDRESS?

13. WHAT OUTCOMES DO YOU EXPECT FROM THIS PROJECT?

14. HOW WILL YOU EVALUATE THE SUCCESS OF THIS PROJECT?

15. WHAT ACTIVITIES WILL BE CARRIED OUT TO SUPPORT THIS PROJECT?

16. OVER WHAT PERIOD OF TIME: \_\_\_\_\_

17. WILL YOU INVOLVE OTHER COMMITTEES, TEAMS, COMMISSIONS OR OUTSIDE AGENCIES IN CARRYING OUT THIS PROJECT? IF SO, WHO AND HOW WILL THEY BE INVOLVED?

18. DETAIL YOUR BUDGET AND EXPLAIN HOW EACH ITEM SUPPORTS THE PROJECT (Please do not exceed the space provided):

19. HOW DO YOU EXPECT TO SUSTAIN THIS PROJECT WHEN THE GRANT EXPIRES?

20. ARE THERE BUDGET IMPLICATIONS BEYOND THE TIME SPAN OF THE GRANT TO MAINTAIN SUSTAINABILITY? IF SO, WHAT ARE THEY?

21. APPLICANT SIGNATURE: \_\_\_\_\_ DATE APPROVED: \_\_\_\_\_

21.a ORGANIZATION CHAIR: \_\_\_\_\_ DATE APPROVED: \_\_\_\_\_

22. CHAIR COORDINATING COUNCIL \_\_\_\_\_ DATE: \_\_\_\_\_

23. AMOUNT ALLOCATED: \$ \_\_\_\_\_ DATE: \_\_\_\_\_

## Designated Funds Listing

Below are the designated funds that are available only to presbytery committees, commissions, and teams.

<u>Acct #</u>	<u>Name/Description</u>	<u>Available for distribution</u>	<u>Maximum grant request</u>
<b>2340</b>	<b>Nichols Fund</b> (stewardship training) These are funds collected from a stewardship education event and designated for stewardship training.	\$2,002	\$2,002
<b>2525</b>	<b>Conflict Management Training</b> These funds came from portions of what is now called the "Peace & Global Witness" offering (formerly "peacemaking offerings" that were previously designated by the presbytery for special pastoral training).	\$1,698	\$ 500
<b>2629</b>	<b>Peacemaking</b> These funds are the presbytery's 25% share of annual peacemaking offerings to be disbursed for "ministries of peace and reconciliation" (see more information at <a href="http://pcusa.org/peace-global-witness/">pcusa.org/peace-global-witness/</a> ).	\$27,333	\$2,500
<b>2621</b>	<b>Pentecost</b> These funds are the presbytery's share of annual Pentecost offerings made in prior years and are designated for youth ministry.	\$2,357	\$2,357

Below are the designated funds that are available only to churches with 100 or less members.

<u>Acct #</u>	<u>Name/Description</u>	<u>Available for distribution</u>	<u>Maximum grant request</u>
<b>2515</b>	<b>Charles J. Williams Fund</b> Given by the Williams Family for grants to small churches that need repairs. Churches with 100 members or less may make a request from these funds.	\$51,886	\$5,000
<b>2599</b>	<b>Small church revitalization</b> These funds were designated primarily to support small churches that are "struggling environmentally or financially." Churches with 100 members or less may make a request from these funds.	\$7,363	\$1,000

**Mission**

To support our faith community, so that together we are a greater witness to the gospel of Jesus Christ.

**Three-Five Year Vision**

A vibrant body, equipping people of all generations to be active witnesses to God’s love in the world.

**Goals**

- Thrive and grow in faithfulness to Jesus Christ.
- Create a culture of unity, diversity and inclusion where everyone is of one heart and soul and working together for the common good to the glory of God. (Acts 4:32)
- Create a strong missional focus, showing God's love to all generations.
- Shepherd our gifts for God's glory.

Key Strategic Issue 1	Key Strategic Issue 2	Key Strategic Issue 3	Key Strategic Issue 4
Thrive and grow in faithfulness to Jesus Christ.	Create a culture of unity, diversity and inclusion...	Create a strong missional focus, showing God's love to all generations.	Use our gifts to nurture, care for, protect and feed our people, our communities, and the world.
Core Strategies	Core Strategies	Core Strategies	Core Strategies
<ol style="list-style-type: none"> <li>1. Provide resources, education, and study groups to help churches thrive and grow</li> <li>2. Equip and empower relationships among clergy in the presbytery, sharing practices, ideas and resources</li> <li>3. Encourage new and innovative opportunities for people not currently active in church</li> <li>4. Continue to seek to connect with young people in all aspects of ministry</li> </ol>	<ol style="list-style-type: none"> <li>1. Improve communication and technology to meet current needs of Presbyterian congregation members</li> <li>2. Continue to build on the strengths of the area relationship coordinator program</li> <li>3. Create greater enthusiasm for serving as a presbytery volunteer</li> <li>4. Promote unity, diversity and inclusion through intentional engagement</li> </ol>	<ol style="list-style-type: none"> <li>1. Promote and support local missions of the congregations throughout the presbytery</li> <li>2. Seek new missional opportunities within and outside of our presbytery</li> <li>3. Encourage shared missional opportunities between congregations</li> <li>4. Promote current missions of the presbytery</li> <li>5. Develop ministries that impact younger generations</li> <li>6. Explore new paradigms of ministry for the changing church</li> </ol>	<ol style="list-style-type: none"> <li>1. Create ways to inspire joyful generous giving</li> <li>2. Create ways for sessions, congregations, and presbytery staff to share resources such as educational events, speakers, retreat leaders, VBS materials, curriculum, choir music, policies, best practices, etc.</li> <li>3. Train, evaluate, encourage and recognize presbytery volunteers and staff</li> <li>4. Promote and support virtual abilities for all congregations</li> </ol>

5. *(Continuation of Core Strategies for Key Strategic Issue #4)* Manage our financial resources and other property using transparency and best practices; develop ways to better coordinate the working relationships between the Finance Team, Personnel Team, Coordinating Council, the Trustees, and Montgomery Center.
6. Build technology, innovation and creativity into all uses of our resources.