

Church Name _____

NEW DOLLARS/NEW PARTNERS FOR YOUR SACRED PLACE APPLICATION FORM

Sponsored by the Administrative Commission for Transformation (ACT)
Pittsburgh Presbytery

Application Information

- The completed application need should include the following:
 1. Session Approval/Information Section (this page)
 2. Church Information Section (page 2)
 3. Narrative Section (page 3) and completion of "New Dollars/ New Partners Criteria Checklist" (page 7)
 4. Copy of the most recent church budget and current financial statement
- Deadline: March 15, 2011
- One (1) electronic copy of the completed application is to be emailed to Cindy Miller (cmiller@pghpresbytery.org) and one (1) hard copy mailed to: Cindy Miller, Pittsburgh Presbytery, 901 Allegheny Avenue, Pittsburgh, PA 15233. Please contact Cindy at 412-323-1400 X 321 if you are unable to submit an electronic copy.
- If you have any questions please call your pastor to the presbytery:

Small Churches: Rev. Carol Divens Roth (412-323-1400, ext. 316)

Medium and Large Churches: Rev. Dr. Douglas Portz (412-323-1400, ext. 318)

Administrative Commission for Transformation (ACT) members: Rev. Elizabeth Broschart, Pastor Robert Henry, Rev. Dr. Karl McDonald, Douglas Mitchell, Sylvia Nanji, Rev. Dr. Douglas Portz, Rev. Carol Divens Roth, Rev. Lawrence Ruby, Rev. Marsha Sebastian, Rev. Michael Wilson and Mary Yearsley

Session Approval / Information Section

The entire application was presented, read and approved by Session on (date): _____

Signature of Moderator or Clerk _____

Church Name _____

(check) _____ We have read the description of the *New Dollars/ New Partners* Training program developed by Partners for Sacred Places (see attached description). We further understand the scope of the program and believe we meet the criteria of churches that can participate.

(check) _____ We understand that if our church becomes a participant in this program that that Pittsburgh Presbytery will cover the cost of the training provided by Partners for Sacred Places, (approx. \$2500 per church).

(check) _____ We are willing to cover the one-time cost of \$350 to participate in the training program.

Church Information Section

Date _____ Church PIN # _____

Church Name _____

Address _____

Phone _____ Fax _____

E-mail _____

Pastor _____

Clerk of Session _____

Address _____

Phone: (H) _____ (W) _____

Church Contact _____

Address _____

Phone: (H) _____ (W) _____

Is your church current in paying the per capita (check one)? Yes _____ No _____

Please note the most recent year and amount of per capita paid. Year _____ Amount _____

Has your church given to Presbytery Mission funding in the last year? Yes _____ Amount _____

If not, explain _____

Numerical Growth of the Congregation	2008	2009	2010	2011 (goal)
Average Worship Attendance				
Church Membership				
Average Church School Attendance				
People directly served in mission				

Narrative Section (Please use additional pages as necessary.)

1. How does your congregation participate in mission?
2. Describe how you have challenged your congregation to be faithful stewards.
3. What objectives do you have for the future?
4. What barriers stand in the way of your congregation bringing people to Christ, offering vibrant worship and participating in mission?
5. Do you have an active building care and maintenance committee or program and has a recent building assessment been done?
6. What capital needs (e.g. major building repairs or renovations, upgrades to building and equipment, etc.) do you envision in the next five years? Please list.
7. Is your congregation engaged in a partnership with another congregation? If so, what is the nature of the partnership and how has it had an impact on your ministry?
8. Is your congregation currently in partnership with community organizations/groups? Please list.
9. Is there any additional information the Administrative Commission for Transformation should have?
10. Please provide a brief overview of your currently known building needs and how such changes or improvements would edify your mission.

PARTNERS FOR SACRED PLACES

A Description of the *New Dollars/New Partners* Training for Churches with Older Properties in the Pittsburgh Presbytery

BACKGROUND

Partners for Sacred Places is known for two decades of outreach providing practical help to the stewards of older religious properties, as well as its work to create a new public awareness of the community value of America's sacred places. Partners' public policy research, published as *Sacred Places at Risk*, established the strong "public value" of sacred places, and encouraged civic leaders and philanthropists to respond to the capital needs of community-serving religious properties. Partners' *New Dollars/New Partners* training program was developed to give congregations the tools they need to make a strong case for community-wide support, and assistance to maximize the effectiveness of these tools.

Partners has also developed resources that serve as texts for this training:

- Your Sacred Place Is A Community Asset Tool Kit assists congregations in making their case for new capital support;
- The Complete Guide to Capital Campaigns provides practical help on how to raise capital funds from both congregation members and the larger community;
- The Guide to Serving Families in Sacred Places helps congregations to make the most of their property in serving children and families.

WHAT IS NEW DOLLARS / NEW PARTNERS?

The core training program will offer four daylong learning modules, plus an array of supporting resources and technical assistance, scheduled over the course of six to nine months. The modules are designed to actively engage congregation teams in learning exercises that lay the foundation for capital fundraising and better use of church buildings.

WHO SHOULD PARTICIPATE?

The training program can accommodate participants from up to twelve congregations. Each participating congregation should:

- Be the steward of an older property;
- Be committed to using its buildings as places for ministry that serve as community assets;
- Open its doors to the community by providing (or seeking to provide) significant programs serving members and non-members;
- Have capital needs requiring new sources of community support (e.g. donations, grants, and/or community partnerships);
- Have stable leadership, both lay and clerical, and sufficient interest and energy to undertake seeking new sources of community support;
- Be financially stable;
- Be prepared to assemble a committed team to work together throughout the training process;
- Be open to collaboration with other congregations.

Each congregation's team should include four leaders -- the clergyperson along with lay leaders with some knowledge or expertise in building stewardship, outreach programs, and finance/fundraising.

WHAT WILL CONGREGATIONS LEARN?

- How to carry out a successful capital funding program using a team approach.
- How to make a strong case for community-wide support for a capital project, using an assessment of the “public value” of congregational resources (building space, volunteer time, etc.) that make outreach programs possible.
- How to identify and solicit promising sources of new capital funding including a congregation’s own members, individuals outside the congregation, partnering institutions in the community, local foundations, and businesses.
- How to explore and carry out new fundraising collaborations with other congregations.
- How to engage in new ways with community partners, resulting in new ministries and outreach that make good use of the property.

HOW IS THE TRAINING STRUCTURED?

The Congregational Training Program would include four full day modules as follows:

- **Making the Case for Your Sacred Place**
Congregations will learn how to develop and present to the larger public a compelling case for *who they are* (their heritage within a community context), *what they have* (the state and resources of their physical plant), and *what they do* (how they use their buildings in service to the community). Preparing a case statement is the foundation for a congregation’s capital campaign and new community partnerships. This core module will lay the groundwork for the three modules that follow.
- **New Community Partnerships**
Congregations will learn the essentials of how to carry out a simple community assessment, identifying key assets and strengths in the church building and in the surrounding community. This assessment is the basis for new partnerships with other community organizations that will encourage volunteers, in-kind donations, and direct financial support for church programs and buildings. This module is presented in conjunction with a trainer from the Asset-Based Community Development Institute at Northwestern University.
- **A Capital Campaign Primer**
Congregations will learn if a capital campaign is the best means to raise funds for their capital needs, how to plan a campaign, and whether to retain a fundraising professional. Partners’ staff will conduct this module in conjunction with a professional capital campaign consultant.
- **Tapping Community Funding Resources**
Using the case developed in the “Making the Case” module, congregations will learn how to identify and develop a relationship with prospective donors and funders, focusing on the cultural significance of their property as well as their programs and community outreach. This module will also teach a congregation how to research and cultivate grant sources, and how to write strong, persuasive grant applications.

WHAT DOES PARTNERS FOR SACRED PLACES PROVIDE?

- Off-site preparatory time with the Presbytery to plan and structure the training program;
- On-site advance work that may be used to orient potential participants, help congregations assess their readiness to participate in the training, meet with funding partners, train sponsors to encourage and support congregations in their work, and train local volunteers who can serve as coaches for each congregation.
- On-site training by one or two Partners’ senior staff members assisted by an asset-based community development trainer and a capital campaign professional.

- All training materials including a copy of *The Complete Guide to Capital Campaigns* and the Tool Kit for each participating congregation plus one copy of each publication for the Presbytery.
- An Internet communication link (listserv) for participants, sponsors, and trainers to facilitate contacts during and after the training period.

Please fill out the Participation Criteria Checklist below. This is a self-assessment tool to help identify those churches that would most benefit from this program. Thank you!

ABOUT PARTNERS FOR SACRED PLACES' SENIOR STAFF

A. Robert Jaeger, Executive Director

Bob Jaeger co-founded Partners for Sacred Places in 1989 and currently serves as Executive Director. Mr. Jaeger was formerly with the Philadelphia Historic Preservation Corporation as Senior Vice President for the Historic Religious Properties Program. He is the co-author of *Sacred Places at Risk* (1998) and *Strategies for Stewardship and Active Use of Older and Historic Religious Properties* (1996), author of *Sacred Places in Transition* (1994), and editor (from 1985 to 1989) of *Inspired*, a bi-monthly magazine with news and technical articles on religious property preservation. Mr. Jaeger holds a Master's degree in Preservation Planning from Cornell University and an MBA from the University of Michigan.

Tuomi Joshua Forrest, Associate Director

Mr. Forrest has offered technical advice and consultation to hundreds of congregations of all faiths on the care and active community use of their historic religious buildings since joining Partners in 1997. He has also contributed to publications such as *Sacred Places at Risk* (1998), *A Guide to Serving Families in Sacred Places* (2001), and *Establishing Public Value: A Tool Kit* (forthcoming); and has spoken at many conferences and workshops including those sponsored by: Minnesota Historical Society, National Trust for Historic Preservation, Pennsylvania Historical and Museum Commission, National Council for Burned Churches and Community Empowerment; Episcopal Divinity School (Cambridge, MA); and Catholic University of America among others.

New Dollars / New Partners Participation Criteria Checklist

Congregation: _____

Please use the following ranking (circle the number):

1 = Strongly disagree; 2 = Disagree; 3 = Neutral; 4 = Agree; 5 = Strongly Agree

Building

(1) Could be listed in the National Register of Historic Places or enjoy enough architectural and historic significance to be eligible for such listing

1 2 3 4 5

(2) Used for religious purposes

1 2 3 4 5

(3) Used as a community resource

1 2 3 4 5

Leadership

1 2 3 4 5

Presence of stable leadership, both lay and clerical, and sufficient interest and energy to undertake seeking new sources of community support

Learning Team

1 2 3 4 5

Ability to assemble a committed team--clergy leader and lay persons involved in building stewardship, outreach programs, and finance--to participate fully and work together throughout the training process

Institutional Vision

1 2 3 4 5

Congregation has (or is committed to developing) a clearly articulated vision for ministry using their buildings as community assets, and are living out this vision.

Community Service

1 2 3 4 5

Congregation opens its doors to the community by providing ancillary, nonreligious programs. The congregation contributes to the well-being of a neighborhood.

Financial Health

1 2 3 4 5

Congregation is financially healthy and meets operating expenses through internal giving

Financial Need

1 2 3 4 5

Demonstrated financial need for fundable building or programmatic needs desire and need to seek out new sources of community support on behalf of their capital needs

Prior Fundraising Success

1 2 3 4 5

Previous success with fundraising and grant management

Collaborative Spirit

1 2 3 4 5

Openness to collaboration with other congregations across denominational lines and with other community organizations

Diversity

1 2 3 4 5

Geographic and denominational diversity.

TOTAL score: _____