



Office of Congregational Development
Committee on New & Vital Congregations
California-Nevada Conference of the United Methodist Church

1350 Halyard Drive • West Sacramento, California 95691 • 916-374-1500

Bishop Sally Dyck, Interim Bishop
Rev. Matt Smith – Committee Chairperson

September 15, 2022

The Committee on New and Vital Congregations (CNVC) exists to support and resource the efforts of the Annual Conference for creating new faith communities and encouraging vitality in existing congregations and communities of faith. This application is intended for leaders of ongoing new church starts and innovative ministries within our Annual Conference who desire to apply for an additional year of funding to begin on July 1, 2023. The application should be adapted as need for continued funding requests. This application is also available for leaders who wish to request initial funding to plant a new church or lead a new innovative ministry initiative which would begin July 1, 2023. For leaders seeking first-time approval from the Cabinet, funding will be dependent upon the consideration and approval of sources beyond CNVC at this time (e.g. District Union, designated funds within the Annual Conference, etc.). As you fill out the following application, please consider the following:

1. **Have you prayerfully discerned church planting as your calling?** The work of starting a new church or ministry is deeply rewarding but is also deeply demanding. One's spiritual grounding for this work is the leading factor toward a fruitful ministry.
2. **Have you discussed this new ministry with your District Superintendent?** District Superintendents are the chief missional strategists in our Annual Conference. While CNVC may be a primary funding partner, only the district superintendents as part of the appointive cabinet can approve a new church or ministry.
2. **Have you sought support and resources from your local church or other sources?** Funding to start new communities of faith come from many sources; CNVC is only one of those. Key to the Committee's evaluation of a funding application is how much partnership has been invested in this new ministry. We look for broad-based support and a network of systems to launch a vital new ministry including the ministry leader's own fundraising efforts.
3. **Have you gathered a design or launch team?** Launching a new ministry or church will always be about gathering people. New people. CNVC considers a vision to have value when people rally around it. Having a team in place BEFORE a request for funding is received is a key indicator of future viability.
4. **Have you completed the New Church Planters Academy?** All major funding from CNVC requires that the ministry leader complete the Academy. CNVC funding is only available to ministry leaders who have completed the Academy and have received approval from the appointive cabinet.

Please contact either Rev. Matt Smith, Chairperson of CNVC (matt@thetableumc.org) with questions as you complete this application.

Deadlines

September 15, 2022	Application available from Office of Congregational Development
November 15, 2022	Application due to Office of Congregational Development with District Superintendent Signature Approval
November 2022	Cabinet reviews applications to forward to Application Summit
December 2022	Application Summit (Cabinet, CNVC, Conference Committee on Ethnic Ministries & Outreach, District Unions)
January-February 2023	Final decisions on applications made by Cabinet in consultation with CNVC
March 2023	Applicants notified after Cabinet action
May 2023	Design & Vision Summit (required of all funding approvals)
June 15, 2023	First funding check is mailed (1/12 each month)
August 5, 2023	First Monthly Report due

Frequently Asked Questions

Does my church or sponsoring church need to continue to pay its Conference Tithe?

If the requesting church or sponsoring church is not sharing its full tithe to the Annual Conference the proposed project is NOT eligible for funding from CNVC.

What if my church or sponsoring church is receiving equitable compensation?

If the requesting church or the host church for this project is receiving or applying for Equitable Compensation funding, this project is NOT eligible for funding from CNVC.

Does this ministry need a coach?

All projects funded by CNVC require an approved coach. Your proposed budget does not require a line item for coaching as is it covered by CNVC.

Why does CNVC need to approve new ministry grants?

While the funding for grants comes from a variety of sources, the CNVC provides for the preparation of leaders, the cultivation of places, and the alignment of the resources needed to maximize a new ministry's potential for success. Final funding decisions are made by the funding body, but the approval of the Cabinet and the CNVC is required for those funding bodies to consider an application.

Who supervises this ministry?

Ministries that have an appointed pastor are supervised by their District Superintendent. The Office of Congregational Development will meet regularly with the ministry leader for ongoing support and resourcing.

Does a ministry need to apply for funding every year?

Yes, an application for funding is due each year with updated benchmarks. The Design and Vision Summit is designed for the CNVC and chairpersons of funding partners to hear updates and progress made on an annual basis. The application and the Summit are mandated for continued funding.

Application for Ministry Funding 2023-2024

California-Nevada Conference of the United Methodist Church, Committee on New & Vital Congregations
(All applications must be resubmitted annually.)

PART 1: BASIC INFORMATION

Name of Ministry:	District:
Ministry Leader:	Phone #:
Address:	E-Mail Ministry Leader:
City, State, Zip:	

Involvement	Name	Phone	E-mail
Ministry Leader			
Team Member			
Coach			

Type of Ministry: (check one)

New Ministry in a New Location
 New Ministry in Existing Location

Funding:

1. _____ Year of Funding Requested (ie, first year, second year, etc.)
2. Total Funding Requested in Grant for 2023/2024:
3. Past Funding This Project Has Received from Grants (Year and Amount):
4. What additional sources of funding have you received (or do you anticipated receiving) from the District, other ministries, or organizations since this project began?

Other:

1. Please identify the racial/ethnic group(s) served:
2. How much time per week will the ministry leader spend on this ministry?
3. Is the ministry leader obligated to other work (military, etc.)?

Ministry & Ministry Site Information (as applicable)

Website (list)	
Facebook, Twitter, Instagram (list)	

Location where ministry meets:	
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PART 2: APPROVALS

Applications are submitted electronically. Completed applications are due to the Office of Congregational Development by November 15, 2022.
Submit applications directly to matt@thetableumc.org .

ONLY APPLICATIONS SIGNED BY DISTRICT SUPERINTENDENT WILL BE ACCEPTED

Signature:
District Superintendent _____ Date _____

TO BE COMPLETED FOLLOWING SUBMISSION

Date received by Office of Congregational Development: _____

Date reviewed by the Committee on New and Vital Congregations: _____

Date reviewed by Application Summit _____

PART 3: THE MINISTRY & PLAN

(Please limit your total response to 8 to 10 pages.)

This is an overview of the application theory, process, and expected deliverables. Please see the next page for the specific sections and questions to be addressed.

This application follows the essential principles of Design Thinking rather than a traditional business (ministry) plan. For deeper information about Design Thinking, please reference *Change by Design: How Design Thinking Transforms Organizations and Inspires Innovation* by Tim Brown and Tim Roberts (2019).

Design Thinking invites ministries to envision their future in an iterative process. This process follows the flow of these principles:

- EMPATHIZE: Ministries are formed by meeting real human problems. What are they?
- DEFINE: What are your ministry's assets, models, and vision for engaging these human issues?
- IDEATE: What practices will you create to engage with people in your mission field?
- PROTOTYPE: Which practices will you develop first? What is the timeline and goals?
- TEST: How and when will these practices be tested and evaluated? What is the timeline and goals?
- IMPLEMENT: What is the timeline and goals to implement tested and improved practices?

There are critical components of a new ministry that must be integrated and developed. Each part of the process must address the following issues:

- NETWORKING: How will the ministry leader and team engage with new people?
- EVANGELISM: What are the main entry points for new people?
- DISCIPLESHIP: What is the essential discipleship system?
- COMMUNITY: What is the essential expression of the church as community? (Model)
- LEADERSHIP: How will leadership be cultivated and multiplied within the community?
- MISSION: What is the outward focus of the community both locally and globally?
- SUSTAINABILITY: What are the models for financially supporting the ministry and its budget?

This application invites the ministry leader to frame each of these components through the next 24 months. For each application year, the following 24 months will be framed in the same manner.

Funding Model

CNVC and other funding partners make funding decisions on an annual basis. No ministry will receive funding beyond five years. It is expected that external funding by CNVC and other granting partners will decrease on an annual basis. A good guideline is that funding will decrease by 20% of the first year grants each year. (Year One: Amount "X", Year Two: 80% of "X", Year Three: 60% of "X", etc.)

Ministry leaders should innovate creative models of financial sustainability beyond regular giving of ministry participants. These innovative models should be included in the "Sustainability" section of this application. Please utilize the budget templates as a starting point. A detailed budget for the application year is required along with a narrative budget for the application year and the subsequent year.

Directions: *Please respond to each question in each section. Applications must be organized according to this outline for proper consideration. The total response to these sections should be no more than 8-10 pages excluding appendices.*

Design: EMPATHIZE

- Describe the demographic trends affecting your proposed mission field? Describe, in detail, the MOSAIC profiles you are targeting. (Use MissionInsite)
- What are the deepest and most pressing needs of these potential communities?
- How does your personal calling, competency, and passion for ministry align with these needs?

Design: DEFINE

- Describe in detail the ministry model you propose to engage with your mission field. (*Church Planting in Post-Christian Soil*)
- What assets do already have in place to address the needs of this mission field?
- Describe the team you have assembled to lead this new ministry.
- What is the mission and vision for this ministry?

Design: IDEATE

- What are the different initiatives, ministries, or networking efforts that can engage your proposed mission field?
- How will you evaluate which efforts to undertake first? Why?
- What are the secondary initiatives that are likely to proceed as well? When?

Design: PROTOTYPE

- Describe the team that will help develop each initiative or ministry you intend to launch?
- What need in your mission field does it address? How?
- Describe how you will evaluate each effort?
- When will secondary initiatives or ministries be launched?

Design: TEST

- When will you launch your first set of ministries and initiatives?
- What are your initial goals for each?
- How long will each effort last? When will you evaluate it?
- Describe your evaluation process and the timeline for the next iteration.
- How many trials do you intend to make with each effort?

Design: IMPLEMENT

- When will the final version of each ministry or initiative be launched?
- What is your ongoing process for evaluation, improvement, addition, and multiplication?
- What are your ongoing goals for each ministry initiative?

Ministry: NETWORKING

- How will you begin networking in your mission field?
- What are your plans to engage your team members in networking?
- What are your weekly networking goals?

Ministry: EVANGELISM

- What are the points-of-entry for people in your mission field? How does that connect with your design?
- What is the process for initial faith formation or profession of faith with new people?
- How will new people be integrated into the broader life of the ministry?

Ministry: DISCIPLESHIP

- Describe your faith-formation or discipleship system and process.
- How will leadership be cultivated and developed within your discipleship system?
- Describe what a fully formed and mature disciple looks like in this context.

Ministry: COMMUNITY (MODEL)

- What will the primary expressions of community be for your ministry?
- What role will worship play in those expressions?
- What systems of hospitality and inclusivity will exist within this ministry?

- How will your community address issues of diversity, equity, and inclusion (DEI)?

Ministry: LEADERSHIP

- Describe your leadership development process? How will it relate to your discipleship process?
- Describe the role laity will have in ministry contexts. How will you multiply that leadership?
- How will you cultivate leadership with emerging generations (children, youth, young adults)?
- How will you recruit and develop leaders with an equity lens?

Ministry: MISSION

- Describe the missional engagement of this ministry both locally and globally.
- What expectations will the ministry have for relational engagement in mission?
- How will the leadership model this commitment?

Ministry SUSTAINABILITY

- Include a complete narrative budget for the application year and the subsequent year. (Use template as guide)
- Include a detailed budget for year one of this ministry. (Use template as guide)
- How will the ministry leader model stewardship for leadership? What is expected from leaders?
- What other revenue streams will exist for this ministry? (Social Enterprise, etc.)
- Describe the ministry leader's self-care practices for year one.

NOTE FOR CONTINUING PROJECTS:

Application - All Applications for continued funding must update all sections.

Design and Vision Reports – You will be invited to our spring meeting to present your Design and Vision Report.

Funding: Decisions regarding funding are made on an annual basis. Keep in mind that each year's funding requires an updated application and enough progress made toward sustainability in five years from ministry launch.

NARRATIVE BUDGET SAMPLE

BUILDING CHRIST'S KINGDOM UMC

Narrative Budget 2022-23

TOTAL EXPENSES = \$252,000

Relationship with God – *Worship Growth* \$118,000

We seek to honor and glorify God in every aspect of our lives, from the integrity of our relationships to our personal and corporate gatherings of worship. Music provides inspiring worship by giving people of all ages opportunities to express their faith explore their God-gifted talents and offer those gifts back to God.

- Choral Ensembles for all ages • Instrumental Ensembles • Individual Musicians • Preschool Music Education • Drama and Visual Art • Worship Leadership and Support

50% (\$90,000) of the salary expenses and 46% of the total budget are dedicated to worship growth.

Relationship with Others – *Community Outreach* \$88,000

As we live in authentic community with other believers, Christ uses those relationships to change us and mature our faith. We are called to extend the love, grace, and hope of Jesus to a lost and dying world. Whether down the street or across the ocean, we extend the hope and love of Christ to a world in need by offering our resources, presence, and services to the glory of God and for human fulfillment.

- Interfaith Homeless Network • Camp Lookout • UTC Wesley Center • Upward Studies

35% (\$63,000) of the salary expenses and 35% of the total budget are dedicated to community outreach.

Putting Faith into Action – *Service Missions* \$46,000

Whether it is down the street or across the ocean, we desire to make a tangible and significant difference for the Kingdom of Christ in the world.

- Short Term Missions • HUMC Missionaries

15% (\$27,000) of the salary expenses and 18% of the total budget are dedicated to service missions.

DETAILED BUDGET SAMPLE

INCOME

Pledge	\$50,000.00
Loose offering	\$25,000.00
Special offerings	\$5,000.00
Facility usage	\$15,000.00
Special events	\$7,000.00
Grant/other revenue	\$150,000.00

TOTAL INCOME

\$252,000.00 <--THIS MUST EQUAL...

EXPENSES

Personnel

Clergy salary	\$80,000.00
Clergy benefits	\$40,000.00
Laity salaries	\$40,000.00
Laity benefits	\$20,000.00

Administration

Equipment	\$7,500.00
Office Supplies	\$2,000.00
Software	\$3,000.00

Facility

Debt (or rent)	\$12,000.00
Property taxes	\$0.00
Landscape	\$600.00
Custodial Supplies	\$1,200.00
Insurance	\$6,000.00
Utilities	\$6,200.00

Ministry

Music	\$10,000.00
Evangelism	\$10,000.00
Community outreach	\$2,500.00
Apportionments	\$8,000.00
Worship media	\$3,000.00

TOTAL EXPENSES

\$252,000.00 <--...THIS!

