

**Division of Small Membership Churches  
2008 Small Church Request for Aid**

**Return to Presbytery Office by: August 20, 2007**

**Date received:** \_\_\_\_\_

*The ministry of the Presbytery and Small Church Division is to help churches grow in faith and vitality, in love of God and neighbor and in demonstrating God's love by their actions. The Presbytery is honored to be in partnership with local churches to provide help with staff support.*

*Our major funding is to supplement the gifts of the local congregation in helping churches take steps to risk changing and growing in faith, worship, witness and service. This is transformational, redevelopment, and sacrificial growth when a congregation commits to step out in faith to respond to God's call to grow in new ways.*

*In addition, the presbytery is able to help with limited support during times of transitions for a church to recover or engage in discernment for the future as it listens to God's call.*

**Please type or print your answers. Use additional pages if you need more space.**

**Church Name:** \_\_\_\_\_ **Pastor's Name:** \_\_\_\_\_

**Clerk of Session:** \_\_\_\_\_ **Treasurer:** \_\_\_\_\_

**Amount requested: \$** \_\_\_\_\_

\_\_\_\_\_ **Yes, a 2006 financial statement is attached.**

\_\_\_\_\_ **Yes, a copy of the 2006 Annual Statistical Report is attached.**

\_\_\_\_\_ **Yes, a 2007 budget and year to date financial statement is attached.**

\_\_\_\_\_ **Yes, a 2008 budget is attached.**

**Read and approved by the Session on** \_\_\_\_\_, 20\_\_\_\_.

**Signed by the Moderator of the Session:**

**Signed by the Clerk of Session:**

\_\_\_\_\_

\_\_\_\_\_

**Church Name** \_\_\_\_\_

**NARRATIVE SECTION**

**Please type or print. If you need more space, attach additional pages.**

- 1) Describe your church to the members of the Division of Small Church.**
  
- 2) What are you hoping to accomplish by receiving financial assistance?**
  
- 3) What are your goals for the next 12 months?**
  
- 4) What are some of the “good things,” strengths, achievements and accomplishments of your church? Which of these are new since last year? What have you celebrated?**
  
- 5) What challenges, problems or issues, if any, has your church faced this year? How have you faced them? What changes have happened in the past several years and how have people dealt with the changes?**
  
- 6) How have, and are, the members in the church growing in their faith and love of God? How has, and how will, the church reach out to “their neighbors” in service and evangelism?**
  
- 7) What are your goals and hopes for the next three years? How might that be accomplished?**
  
- 8) How has the church participated in Presbytery (events like *Presbytery Celebration*, Officer Training, small church cluster meetings, church members serving on Presbytery committees, doing things with other churches, etc.)? What ways could the Presbytery be supportive?**

**Attached is a planning sheet for your use. (A sample is also enclosed.) We encourage you to look at the five areas and think of one thing you might strengthen or do differently.**

**Church Name \_\_\_\_\_**

**MEMBERSHIP AND ATTENDANCE\* (See statistics from the annual reports. You may also view your**

statistics online at [www.pcusa.org/tenyeartrends/pages/default.jsp](http://www.pcusa.org/tenyeartrends/pages/default.jsp).) Every church is expected to submit an Annual Statistical Report to be eligible for a grant.)

MEMBERS/GIVING	2002	2003	2004	2005	2006	2007
Membership	_____	_____	_____	_____	_____	_____
Contributions	_____	_____	_____	_____	_____	_____
Total Expenses	_____	_____	_____	_____	_____	_____

PRESBYTERY AID RECEIVED:	2002	2003	2004	2005	2006	2007
	_____	_____	_____	_____	_____	_____

**INSURANCE:** How much insurance coverage do you have?

- Fire \_\_\_\_\_
- Theft \_\_\_\_\_
- Comprehensive \_\_\_\_\_
- Liability \_\_\_\_\_
- Sexual Abuse Liability \_\_\_\_\_

**INCORPORATED:** Is your church incorporated?      Yes      No

**LIABILITIES/INDEBTEDNESS:** Do you have any indebtedness?      Yes      No

If yes, how much and for what? \_\_\_\_\_

When will it be paid off? \_\_\_\_\_ Interest Rate? \_\_\_\_\_%

Other Liabilities? \_\_\_\_\_

**ASSETS:** Funds on hand as of \_\_\_\_\_, 20 \_\_\_\_\_

Checking \$ \_\_\_\_\_ Certificates of Deposit \$ \_\_\_\_\_

Savings \$ \_\_\_\_\_ Other \$ \_\_\_\_\_

Restricted Funds, if any \$ \_\_\_\_\_

Church Name \_\_\_\_\_

**BUDGET INFORMATION:** (Please Attach : 2006 Actual; 2007 Budgeted/year to Date/ 2008 Budget. If needed, examples/blank sheets can be provided.)

**INCOME ( To include:)**

Beginning Balance

Income from Pledges, Loose Offering, Church School, Special Offerings, Local Sources,  
(Sub-Total) From Presbytery, Rent, GA/Synod, Bequest, other income (Itemize), and  
TOTAL INCOME

**EXPENSES (To Include)**

**BENEVOLENCE:** Presbytery Benevolence; Per Capita Total; PCUSA Benevolence including  
Nickel a Meal, One great hour of Sharing, etc.; PCUSA Missionary Support

Other Mission to the Local Community, World, Other Missionary (Please list)

**EXPENSES:** Compensation: Pastor's Compensation, Other Salaries/Compensation -list, Sub  
Total:

Christian Education Program: Sunday School, Vacation Bible School, Youth, Officer  
Training; new Member, All other, Sub Total

Church Programs: Evangelism, Worship, Fellowship, New Members, etc.

Repayment of Building or Other Debt Total

Building Maintenance & Utilities

Sub Total

Other

TOTAL EXPENSES

End Balance

**PASTORS COMPENSATION:** What are the proposed terms of call with your pastor? If a  
yoked field, give name of other church(es).

To include: Base Salary, Manse or Manse equivalent, Utilities, Professional Expenses, Travel  
allowance, Social Security, Cont. Education, Subtotal

Pension, Vacation Time, \_\_\_\_\_ Continuing Ed. Time \_\_\_\_\_

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## Ten Year Statistics

Go to [www.pcusa.org/tenyeartrends/pages/default.jsp](http://www.pcusa.org/tenyeartrends/pages/default.jsp)

Click “congregational directory.”

Enter name of church and/or city-state.

Select church and go to “congregational statistics.”

Choose from the right - “Membership, Worship Attendance and Christian Education Enrollment” (Look at the table as well as the graph - choose “View as Table,” hit print. Then choose “Single-Page Tabular Report” and hit print.)