

# A GUIDE FOR THE DEVELOPMENT OF PARISH CASE FOR SUPPORTS

## Case for Support Preparation

The Case for Support is the primary manner to convey the information of the plans, the needs, long-term advantages, and vital importance of parishioner support of this project to <your> parishioners. Some of the key points in preparing your case:

- † The message must be clear and well thought out by the parish and understood by the Campaign Committee and volunteers.
- † The parish brochure will be prepared from this Case.
- † The most **frequent and effective method** to create the detail required for the case is engage the parish leadership (wardens, finance committee, building committee, program committee, etc.) to provide vision and needs of the parish for the next 5 – 10 years. Some of the questions/inquiries could be:
  - What do we need to get done around here?
  - What have we been talking about and not been able to do because of financial pressure or resources in general?
  - What ministries do we see that could thrive with financial support?
  - Often, a formal building assessment is required to understand the full requirements in the coming years.
  - Discussions with the Synod office on programs and potential programs is in order, youth, seniors, etc.
- † These plans and needs should be **documented and prioritized** by leadership first.
- † All of these plans, details and prioritized needs should be **presented at an Information Session** (maybe more than one – say over 2 weekends) at the parish to inform parishioners and gain feedback.
- † After **review and consolidation**, this information will provide the basis for the Case for Support and all parish campaign communication hinges from this document.

The Campaign is designed as a program of PARTNERSHIP between the Diocese of Ottawa and its parishes. The \$12,000,000 objective is to be divided equally between the diocese and the parishes. The document, known as the Case for Support, will present a detailed description of diocesan mission and ministry programs, areas of need, and how these needs will be met.

Each parish in the diocese is asked to prepare its own list of needs or Case for Support which, when presented with the Diocesan Case, forms the basis for the campaign. Since all parishes will be asked to accept a PROPOSED SHARE of the overall objective of \$12,000,000, each parish is asked to sign a covenant with the diocese for their share of the target with the understanding that 50% of the funds raised will be returned to the parish for their own needs. It is the 50% of the PROPOSED SHARE that parishes should use as their guide when preparing their own Case for Support.

For instance, if a parish receives a PROPOSED SHARE of \$150,000, and raises that amount, 50% of that figure or \$75,000 will be returned to the parish over the next five years. A parish will present a Case for Support, which explains how this \$75,000 will be utilized. 100% of the money raised over the \$150,000 will be retained by the parish.

The following information may be of assistance in helping to understand what a Case for Support is:

## **What is the Case?**

By simple definition:                      A concise statement prepared for parish members explaining why one should become interested, committed, and give meaningful support to the campaign.

1. The Case answers the question from parishioners “Why should I support and make a commitment too?”
2. The Case is not only the vehicle for advocating the Communications and Financial Development aspects of the effort, but it is the actual reason for it – it explains and legitimizes the appeal in the individual parishes.
3. The Case should “sell the sizzle as well as the steak”. It must be straightforward, factual, creditable, and at the same time, emphasize its most acceptable, stimulating, and exciting aspects.

## Format

*Ministry and Money International* will provide a detailed template for parishes to use to complete their Cases for Support. We will also provide support for the writing by using the diocesan resources provide by the synod office. A typical Parish Case for Support should incorporate the following:

History: Background information about the parish, its past accomplishments and its faithful participation in mission and ministry.

Present situation: “Our Parish Today” – where we are as a parish. Our mandate and how we serve the parish family. (An upbeat description of parish life, community and the world.)

The Future: “Where are we heading” – what does the future hold for this parish and its people? How can we better serve out our mission, community and the world? (Remember, this is a five year campaign and your plans, vision and costs should reflect at least this timeframe if possible).

Needs: These are needs which our parish must meet immediately: i.e. debt, capital, maintenance, etc.

OR

<u>Goals</u> <u>And</u> <u>Dreams:</u>	We are now, or can be in a position to move into the future with confidence, to do the things which have not been financially possible in the past (ministry, outreach, etc.) <u>Costs and Amounts should be mentioned.</u>
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### Additional Comments

- The Parish Case for Support should be brief (no more than two pages) and written with clarity and ease of reading.
- The Parish Case for Support should convey urgency or excitement about what must be done or what could be done in the parish.
- The Parish Case for Support should be specific and explain exactly what the funds raised will accomplish.

## PARISH CASE EXAMPLE

### All Saints Anglican Church, Location

All Saints Anglican Church was established in 1926 to serve those families living in \_\_\_\_\_  
\_\_\_\_\_. Today, in addition to that purpose, we also include any persons  
whatever their need or background.

We should never forget that the church is people – the People of God – baptized in Christ’s name  
and sent into the world to proclaim the Good News. Our primary work is worship, but this  
includes work done for and by God’s people. It includes the preservation of buildings out of  
which we often do this work.

This parish consists of about 150 families (two or more persons) and 40 individuals with a total  
of over 250 souls. But a number of other persons look to All Saints’ for pastoral care. There are  
some signs of steady growth as persons are attracted to this parish by its music, its programs, and  
the sense of community which it has.

There are two main areas we intend to support through this program in the parish as well as  
supporting the important diocesan work outlined elsewhere in these materials.

Our parish concerns have to do with:

(A) The physical building and include:	<u>approximate cost</u>
- a new roof on the church	\$60,000
- new or repaired steps at the church entrance	\$1,200 - \$1,700
- a snow blower	\$1,200
- 50 parish hall chairs	\$1,500
- sound proof the parish hall	\$1,000

Other projects to consider:

- furnace repairs
- fire inspection update
- wiring repair
- painting of church interior and other rooms

(B) We are also concerned about people in our area and their physical and spiritual welfare.

We hope to put aside a tithe (10%) of our parish share (see below) along with neighbouring parishes – St. Paul’s, Ascension, and St. Thomas-who will do the same and work with people in the nursing homes in our parish areas providing some programs and space.

Together with the above churches contributing money, time, and facilities, we would hire a trained person to coordinate a Youth Ministry program.

<b>Parish Plans – GIFT</b>	<b>\$75,000</b>
<b>New church roof</b>	<b>\$60,000</b>
<b>Repair steps of church</b>	<b>\$1,700</b>
<b>Snow blower</b>	<b>\$1,200</b>
<b>50 hall chairs</b>	<b>\$1,500</b>
<b>Sound Proof parish hall</b>	<b>\$1,000</b>
<b>Youth &amp; Nursing home ministry</b>	<b>\$9,600</b>
<b>Total Parish costs</b>	<b>\$75,000</b>
<b>50% to wider diocesan case</b>	<b>\$75,000</b>
<b>Parish GIFT Campaign Goal</b>	<b>\$150,000</b>

All Saints is being asked in this program for \$150,000 (about one year’s budget, but pledged over five years). Fifty percent of this goes to the Diocesan Case, and the other 50% are returned to us for our Parish Case. Our Parish Share then hopefully will be about \$75,000. Any money raised over the \$150,000 will 100% in favour of the parish.

It is hoped all members will pray for the success of this program and work and support it in every way.