

**PRESBYTERIAN CHURCH OF VICTORIA      MINISTRY DEVELOPMENT COMMITTEE**  
*Helping Grow Healthy Churches by His Spirit and for His Glory*

**MINISTRY DEVELOPMENT GRANT APPLICATION GUIDELINES ~ 2021-2022**  
*Application Deadline is no later than 13<sup>th</sup> May 2021*

### Primary Purpose and Preamble

The primary purpose of a ministry development grant (MDG) is to provide a source of funding that supplements a charge's finances so that a suitably gifted Bible teacher can be set apart to help lead a congregation into greater biblical health and practice.<sup>1</sup>

### Annual Application Process

All MDG applications will follow this basic 5 step process.

1. **Preliminary Consultation** - a charge ought to contact the Ministry Development Officer when they need to:
  - a) be certain of any details in the application process;
  - b) discuss what is needed in a ministry plan or seek help developing one;
  - c) seek a basic review of the current financial position and options.
2. **Ministry plan** - a grant receiving charge must develop a ministry plan. The MDC does not prescribe what a ministry must look like. Sessions and presbyteries are ultimately responsible for the gospel work in their local areas. They are free to plan what, in their wisdom, is best in each context. However, the MDO has provided a *pro forma* to assist the development of a ministry plan. Presbyteries are encouraged to assist charges in formulating a ministry plan.
3. **Church Health Inventory (CHI)** - MDC asks charges making their first MDG application (year 1) to complete a CHI. Local Sessions will need to facilitate as many Church members (communicants and adherents) as possible completing the CHI survey online, via the MDC-supplied web link. Grant receiving charges will be required to complete the CHI in years 3, 6 and 9 if the charge is still aid-receiving at those times.<sup>2</sup>
4. **Finance information** - the information provided in the MDG Application Form is considerably less than previously required. However, this information must be accompanied by the charge's proposed budget in the form of a presbytery approved Annual Charge Report which represents the most recent audited financial results. Charges using calendar year reporting are required to present financial data in financial year format. All applications must ensure that:
  - a) the MDG financial data is presented using financial year accounting;
  - b) budgeted figures are realistic and are within 'normal' expectations;
  - c) a copy of a the most recent presbytery-approved ACR accompanies the application;
  - d) a draft ACR is submitted showing the expected outcome for the 2020-21 financial year and projected budget for 2021-22 including the impact of the proposed MDC funding;
  - e) first-time MDG applications also require ACRs for the previous two years;
  - f) any MMC sustentation grant is declared;
  - g) any compensation from the Federal Government as a not-for-profit is declared;
  - h) in the case of a linked charge (two or more congregations linked) that only the combined federal board ACR is to be used when providing figures.
5. **Application** - a charge submits a completed MDG Application Form, and items 2 and 4 above to its presbytery for approval and forwarding to MDC on or before 13 May each year.

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<sup>1</sup> Further information on the philosophy of MDG can be found on the committee website [mdcpcv.org.au](http://mdcpcv.org.au)

<sup>2</sup> If you require assistance with completing the CHI please contact [mdc@pcv.org.au](mailto:mdc@pcv.org.au)

## Guidelines for Ministry Development Grants

Ministry Development Grants are:

1. a supplement to a charge's ordinary income to allow for the terms of settlement for a minister or home missionary to be met;
2. made annually within the limits of the funds available to MDC;
3. only available to Home Mission and Appointment Charges:
  - a) MDGs are not available to Pastoral Charges;
  - b) Church Plants are funded by the Church Planting Committee (5-year rule);
4. not to be confused with an annual Sustentation Grant from the Maintenance of Ministry Committee - appointment charges needing assistance with funding should in the first instance seek an annual Sustentation Grant from MMC;
5. limited to and will not exceed 50% of the terms of settlement for a minister or home missionary in any given year;
6. subject to the formation and implementation of a ministry plan - charges may wish to consult with the Ministry Development Officer in preparing such a plan;
7. provided with the expectation, except in proven exceptional circumstances, that funding requests will reduce by 10-15% year on year;
8. subject to the ten consecutive year rule (4.83.2) - the MDC does not envisage providing MDGs to a charge beyond ten years;
9. applied for only on the forms prescribed by the MDC - such forms can be sourced from the MDC website;
10. applied for on or before 13 May each year - charges that use calendar year accounting must present their applications using a financial year accounting
11. required to have presbytery approval prior to submission - the charge is free to seek consultation with or advice from the MDO, but consultation is not considered to be an application;
12. subject to a session providing a brief presbytery-approved annual report on the progress of a congregation receiving funding.

*Presbytery Clerks are to forward approved applications by 13<sup>th</sup> May 2021, to [mdc@pcv.org.au](mailto:mdc@pcv.org.au)*

*Guidelines Approved by MDC on 25<sup>th</sup> November 2020*