

## SECOND MINISTRY WORKER GRANT APPLICATION GUIDELINES

*Notes for charges making application for funding for 2021-22*

*\* Please note that Cross-Cultural Worker Grants, a sub-category of Second Worker Grants, have their own set of guidelines which should be followed when making a grant application.*

### **Primary purpose:**

The primary purpose of this infusion of funds is to enable a church to attain the next level of development through the employment of a second ministry worker.

This is not a long-term MDC subsidy. This is 'seed' money to enable churches to experience a synergistic impact through team ministry. If the employment of a second ministry worker has no prospect of bringing a church to a level where it is able to fully fund the worker, any application for MDC funding will either not be successful or, if this becomes apparent after funding has commenced, it will not be renewed for the second or third year.

The goal of this program is to help churches to establish a permanent part- or full-time position. It is not a subsidy to establish a ministry position that will expire with the end of the grant. It cannot be stressed enough that this is not a means of obtaining a cheap second worker; it is exclusively a provision for visionary churches to take a step forward to establishing team ministry. It carries a hope and intention that congregations will not only grow under the expanded ministry, but that existing members will share the vision and give accordingly.

### **General Information:**

- 1) Pastoral, Appointment and Home Mission Charges may apply for second worker grants from the MDC. Church Plant Charges are funded by the Church Planting Committee during their first five years.
- 2) If the financial reports show that a church can afford a second worker without aid from the MDC, their application will be denied. Legitimate dedicated 'building fund' monies will be exempt from assessment. However, applicants must demonstrate that the position cannot be funded through other means (e.g. trust funds).
- 3) Churches must accept financial responsibility for the position; the Ministry Development Committee's grants are partial support only; even in the first year the Charge is expected to make a substantial contribution to supporting the worker (at least 30%).
- 4) Applicants must show that the difference between the MDC's grant and the total cost of the worker can be funded by the local congregation, with all reasonable expectation that a reduction of at least 25% in the MDC's contribution in the second year is quite possible, and that the position will be fully supported by the church by the fourth year. **Only the most extraordinary cases will be funded beyond three years.**
- 5) Applicants must nominate the level of grant required with the conditions of #4 above in mind. The most favourable applications will be those who attempt to internally 'own' the higher percentage of the ministry. The maximum level of MDC support in the first year is 70% of the total cost of the worker.
- 6) Applying churches must have presbytery approval for their final application, but may submit draft applications in advance to the MDC for comment and advice.
- 7) Annual reports on the progress of congregations receiving this funding must be presented to the Ministry Development Committee. If significant progress cannot be identified, support for the second year may be terminated. Improvements in the financial status of the church will also enable a reduction in their subsidy.
- 8) If a second worker grant is approved in principle by the MDC where there is not yet a specific worker in mind, there must be an appointment by the end of the relevant financial year, or the funds will cease to be reserved

- 9) Second Worker Grants are available to charges which are seeking to establish a female ministry worker position.
- 10) A PCV employment contract must be established between the local church and the worker.

**Criteria:**

The successful applicant must give reasonable assurance that the position:

- 1) is supported by the Congregation, Session and Board of Management.
- 2) has a definite evangelistic/outreach thrust, *not* 'maintenance mode'.
- 3) is not generally intended to provide a second minister, but a specialised ministry that the church cannot currently provide. An exception may be granted for a charge with more than two preaching places, where all reasonable expectation indicates that increased giving will sustain the second pastor's package by the end of the second year.
- 4) will have adequate and competent oversight; the MDC will expect six-monthly assessments and reports regarding the second worker.

**Application Requirements:**

*To be submitted by churches to their presbyteries, which will forward approved applications to the committee;*

- 1) Complete the committee's Second Ministry Worker Grant application form and return it to the Ministry Development Committee *through the presbytery of the bounds with its approval*. Please use the most current edition of the form, which can be found at [mdcpcv.org.au/forms](http://mdcpcv.org.au/forms).
- 2) Submit a copy of the Charge's most recent completed and AGM-approved Annual Charge Report (ACR) which has been endorsed by your presbytery.
- 3) Provide your draft ACR showing the expected outcome for the 2020-21 financial year and projected budget for 2021-22 including the impact of the proposed MDC funding.
- 4) In the case of a linked charge (two or more congregations linked) only the combined federal board ACR is to be used when providing figures.
- 5) Applicants must show that the difference between the Ministry Development Committee's subsidy and the total cost of the worker can be funded by the local church, with a reasonable expectation that a reduction will be made on an annual basis.
- 6) Demonstrate presbytery approval not only for the application for funding but their endorsement of your nominated second worker.
- 7) The second worker to be funded must sign the MDC's Declaration regarding basic Christian doctrines, subscription to the Westminster Confession of Faith as read in the light of the Declaratory Statement, purity of worship, and the Presbyterian form of government.

*Applications not fulfilling these requirements will be returned and not considered until all conditions and information is supplied.*

**Presbytery Approval:**

If the presbytery of jurisdiction considers that it is unlikely that a proposed second ministry worker will bring the church to a level where it is able to fully fund the worker, they should not approve any application for MDC funding. The presbytery should annually assess the effectiveness and viability of this ministry. This program is not intended to fund interim or temporary second workers. If at any time during the employment of the second worker it is determined that the position or worker will not be a part of the church's long-term team ministry, this must be reported to the MDC.

As well as approving the final grant application, the presbytery of jurisdiction must approve the worker to be supported. Where an application has been approved by the presbytery and then the MDC in principle without a specific worker in mind, any person subsequently nominated by the

church to assume the position must be endorsed by the presbytery before MDC funding for it will commence.

*Presbytery Clerks are to forward approved applications by 13 May 2021 by email to [mdc@pcv.org.au](mailto:mdc@pcv.org.au), or to Ministry Development Committee, Presbyterian Church of Victoria, 156 Collins St, MELBOURNE 3000 VIC*