



Diocese of Utah
75 South 200 East
Salt Lake City, Utah 84111

Sharing our Abundance

*The 2017 congregational
operating grant
process and application*

The Bishop and the Diocesan Council

Sharing Our Abundance

Contents of the Application Packet

Letter from the Bishop and Diocesan Council	page 2
The Bishop's Vision	page 4
Annual Budget Process Policy	page 6
Grant Application Form	page 8

Members of Diocesan Council

The Rt. Rev. Scott B. Hayashi,
Bishop of Utah, President of Council

Ms. Sandra L. Garrard,
Ex-Officio: Diocesan Treasurer

The Rev. Trace M. Browning,
Vice President, Council

Mr. Karen Poggemeyer,
Representative for Northern Region

Dr. G. Ronald (Ron) Kastner
Executive Committee of Council

Mr. Russell (Russ) Pack
Executive Committee of Council

The Venerable Robert Shoop (Archdeacon)

Mr. Rick Stevenson

Ms. Pat Brajnikoff,
Representative for Southern Region

Ms. Diane Gooch,
Representative for Salt Lake Region

Ms. Suzanne Lewis,
Representative for Eastern/Southern Region

The Rev. Canon Mary June Nestler,
Ex-Officio: Executive Officer

Stephen F. Hutchinson, Esq.,
*Ex-Officio: Chancellor,
Parliamentarian to Diocesan Council*

Ms. Monica Daly
Administrative Support

The Rev. Tyler Doherty



The Diocesan Council
Diocese of Utah

May 13, 2014

Dear Brothers and Sisters in Christ,

As disciples of Christ, we are called to recognize and give thanks for all that we are and all that we have. Our common life is one of continual discernment of best practices and good stewardship. As the Diocese of Utah, we share the abundance of God's good gifts. Together we work to further God's purpose in helping those in need, in caring for each other, and in glorifying God among us. You and your congregation are invited into this discernment of mission and ministry as we undertake the Operating Grant Application Process for 2017.

In February 2013, the Diocesan Council formed a Grants Task Force to design a process to assist you in articulating to the Council your congregation's mission and budgetary needs. This packet explains that process and provides application information. It includes:

- the 2017 Operating Grant Application (due July 31, 2016)
- a copy of the Bishop's Vision for the Diocese, supported by the Diocesan Council in 2013
- a flow chart which explains the process by which applications will be considered.

The Diocesan Council has established a Congregation Operating Grants subcommittee, to assist the Bishop in reviewing and proposing operating grants to Council for mission congregations. Those serving on this Grants Subcommittee for this year are: The Rt. Rev. Scott B. Hayashi, The Rev. Tyler Doherty (Chair), Dr. Reed Stock, and Ms. Lisa Jones. This group will propose a schedule of grants to the mission congregations for 2017. The Diocesan Council usually considers this along with the entire 2017 Diocesan budget in September. You will then receive a letter regarding your 2017 operating grant.

Please forward your completed grant package, and direct any questions to the Rev. Canon Steve Andersen (sandersen@episcopal-ut.org) Please submit your grant package electronically if at all possible. We ask continued prayers as we make these important decisions.

The Diocesan Council truly believes that God has given us what we need to do the work that God has given us to do. As we look forward to the future of our work together, we know you will consider prayerfully the ways you use your resources to further God's purpose. May God guide you in your 2017 budget discernment process.

Yours in Christ,

The Rt. Rev. Scott B. Hayashi
President, Diocesan Council
for the Diocesan Council

The Rev. Trace M. Browning
Vice-President, Diocesan Council



Office of the Bishop
Diocese of Utah

The Bishop's Vision

Supported by Diocesan Council on March 16, 2013

We are a people of faith who believe in God as our creator, in Jesus as our Savior, and the Holy Spirit as our guide and comforter. We find our spiritual home in The Episcopal Church.

We are called to be disciples of Jesus, living in a covenantal relationship with God and one another.

- As people of faith, we serve as communities of hope and peace in Utah and Northern Arizona. We eagerly invite and welcome all people to become members of our church. We excel at hospitality to the stranger.
- We are a talented and gifted people. We share our resources across our congregations and ministry sites to empower one another for the development of our people, to spread the Gospel, and to grow our congregations. We connect with one another utilizing the latest in technology as well as other traditional methods.
- We live in the grace of God and extend that grace and fellowship to each other. Living in grace and trusting one another we share information, invite questions, listen to one another and pray without ceasing.

We are called to be a people who hold worship as the center of our common life.

- We celebrate the empowering gift of worship that joins us together as a community of believers who are embraced by God.
- Our Anglican tradition anchors us in a deep and holy well of beautiful liturgy and practice. We draw upon this tradition and are open to adapt it to the 21st century to create worship that is both ancient and modern, beautiful and inviting.

We are called to proclaim by word and example the Good News of God in Christ.

- As disciples of Jesus we boldly tell the story of God's love and share our own story of faith. We read, study and inwardly digest Holy Scripture to be continually renewed and inspired in our faith. We provide Christian formation for people of all ages in order to grow into being mature people of faith.
- We proclaim the Gospel in all places. We move beyond the walls of our buildings—we go into hospitals, prisons, homeless shelters, and neighborhoods to bring the Good News into places where it is not heard. We feed the hungry, clothe the naked, and visit those in prison.

We are called to strive for justice and peace. We fearlessly speak out against injustice that harms people and the environment.

- We challenge the communities in which we live to become places where the dignity of all people is respected. We break down the walls of prejudice that bind and enslave people. We reach out and welcome all people.
- We value diversity. We proclaim that all people are made in God's image. Our congregations are made of people of many cultures, ethnic background and sexual orientation.
- We are stewards of God's creation. We resist the temptation to take more than is needed in natural resources, food, and energy. We speak out against harmful practices that devastate the land or cause the extinction of species and vegetation.

All this we do as our response to God's call to live an abundant life, which is found only in relationship and restoration with God and one another.

Scott B. Hayashi, Eleventh Bishop of Utah



The Diocesan Council
Diocese of Utah

Policy on the Annual Diocesan Budget Process

adopted by Diocesan Council in February, 2013

The purpose of this policy is to describe the process and expectations for the annual budget development for the Diocese of Utah. This document is intended to inform all stakeholders of this process and expectations, with particular emphasis on the roles of the Diocesan Council, the Finance Committee (also canonically the Budget Committee) and the Diocese's Finance Department and Chief Financial Officer. This replaces the former policy #B001 (October 2007) regarding the diocesan budget process.

JUNE OF EACH YEAR

Before June 30th of each year, the Finance Department will send at least two requests to all congregations, departments and others with a known interest in the diocesan budget, asking for budget requests for the coming year. There is no specified form or format for these requests, and the Finance Department is glad to assist requestors.

JULY OF EACH YEAR

July is the month any interested persons or groups should submit their budget requests to the Finance Department. The deadline is July 31st, and any requests received after July 31st will generally not be considered.

Congregational Grants: The Diocesan Council will provide for a process of recommending operating grants for congregations. It is expected that this process be largely completed by July 31st, with the line item grant recommendation provided to the Finance Committee by August 15th.

continued

AUGUST OF EACH YEAR

The Finance Committee, working as the Budget Committee, will hold meetings weekly or otherwise as deemed helpful, to review budget requests and compile the next year's budget recommendation. Interested parties may be asked to, or may request to meet with the Budget Committee to assist in their discernment.

SEPTEMBER OF EACH YEAR

The Finance Committee is expected to provide a line item budget proposal for the coming year to members of Diocesan Council at least one week prior to their September meeting. The September meeting of Diocesan Council will be focused on analyzing this proposal and working to approve a budget.

OCTOBER OF EACH YEAR

At least three weeks prior to Diocesan Convention, the Finance Department is required to provide the latest version of the forthcoming Diocesan Budget, either approved or still being considered, to each congregation. At Diocesan Convention, the budget, either approved or the most recent draft, will be presented, with the opportunity for questions.

Application for Congregational Operating Grants 2017

Deadline for receipt by the Finance Dept of the Diocese is July 31, 2016.

Date _____

Dear Bishop Hayashi and Members of Diocesan Council,

After reviewing the documents in this grants packet together at our meeting(s) on _____, and with gratitude to God for the ministries we undertake in this congregation, we, the Vestry/Bishop's Committee of

_____ Church

in the city of _____

request that the diocesan budgeting process consider a grant to our congregation in

the amount of _____ for the year 2017.

The amount granted to this congregation in 2016 was _____. The amount requested for 2017 is greater than _____ or equal to _____ or less than _____ the grant for 2016.

We have appended on separate pages the following documents:

1. Describe how last year's grant was used, and how it contributed to the mission and ministry of your congregation.
2. Our reasons for requesting this amount, describing the ministries that will be supported by the grant, the reasons for any changes from the previous year's grant, any special initiatives the congregation will pursue in 2017, etc. The document also addresses how the proposed grant will be used to further the mission of Christ in our area.
3. Year-to-date financial report as of May 31, 2016, including the balance sheet (assets and liabilities) and income/expense statement.
4. The proposed/draft congregation's budget for 2017.

Application, page 2

Please contact the following person at our congregation with any questions about this application:

Name _____

Position in Congregation _____

Telephone(s) _____

Email _____

Sincerely in Christ,

Rector/Vicar/Cleric-in-Charge

Senior/Bishop's Warden (for the
Vestry/Bishop's Committee)