Stewardship checklist

to prepare for the new season

We recommend every parish considers these ten stewardship actions, as they prepare for the coming new season.

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|  | Action | Who will do this? | By when? |
| 1 | **Your regular givers** have sustained your church’s ministry throughout this challenging time.  ⏵*Have you sent out* [*thank you letters*](http://www.givingingrace.org/Thank-You-Letters) *and* [*pledge increase forms*](http://www.givingingrace.org/Response-Forms) *to your regular givers, and asked others to consider making a regular gift? If you aren’t yet a member of the* [*Parish Giving Scheme*](https://www.parishgiving.org.uk/home/)*, consider if now would be a good time to join.* |  |  |
| 2 | **Contactless giving** is recommended as a safe way of taking cashless collections as church buildings reopen.  [Parish Buying](https://www.parishbuying.org.uk/categories/giving-and-payments) have many cost-effective options for purchasing devices.  ⏵[*Decide which device is best suited to your church’s needs*](http://www.bristol.anglican.org/content/pages/documents/a4c223b03766acaf5d794dce1a017207872b54ff.pdf) *or how to promote your current option.* |  |  |
| 3 | **Online giving** options are vital, as many are still not able to get to church.  ⏵*If you already have online giving on your website,* [*how are you promoting it?*](https://www.parishresources.org.uk/encouraging-giving-online/) *And if you don’t,* [*explore which cost effective option to choose*](https://www.parishresources.org.uk/encouraging-giving-online/) *(eg The Give a Little app). For churches without a website, there is now a* [*giving button*](https://achurchnearyou.zendesk.com/hc/en-us/articles/360007655378-Receiving-Donations-on-A-Church-Near-You) *option for* [*A Church Near You*](https://www.achurchnearyou.com/) *site.* |  |  |
| 4 | **An annual giving review** is important, as it enables church members to examine their giving prayerfully.  Many parishes choose Harvest time for this.  ⏵*Decide a date for your giving review, and plan a gift day.* [*These resources may help*](https://www.parishresources.org.uk/givingforlife/annualreview/) |  |  |
| 5 | **An appeal**, either for church or for a local charity, is a great way to encourage generosity as part of our discipleship.  ⏵*Consider how a fundraising appeal could bless your church or wider community.* [*Click here*](https://www.parishresources.org.uk/online-resources-to-encourage-generous-giving/) *for further information, including a short animated film.* *Could you run a virtual fundraising event in your community?* |  |  |
| 6 | **Grants:** [Hope Beyond](https://www.allchurches.co.uk/what-we-fund/hopebeyond/) is a new grant fund from AllChurches for churches affected by Covid, but there are many more.  ⏵*Consider whether you could* [*apply for any external funding.*](https://www.bristol.anglican.org/FUNDRAISING) |  |  |
| 7 | **Halls can reopen** – now is a good time to contact all your previous hirers to ask when they want to restart their bookings.  ⏵*Have you reviewed your costs and terms? Have you updated your entry on* [*hallshire.com*](https://www.hallshire.com/)*?* |  |  |
| 8 | **Review reserves and budget**. Keeping around 2 - 3 months running costs in reserves is a useful guide.  Is now the rainy day you’ve prepared for? Have you recently reviewed your budget?  ⏵*Agree a* [*simple reserves policy,*](https://www.parishresources.org.uk/pccs/managing-reserves/) *or review the one you already have – is it still fit for purpose? Review your budget for 2020 – are you still on track?* |  |  |
| 9 | **Legacies:** The recent crisis has prompted many people to think about writing a will.  ⏵*Provide church members with the* [*information they need to leave your church a legacy*](https://www.bristol.anglican.org/news/leaving-legacy-faith.php)*. What stories can you tell about the impact of legacies?* |  |  |
| 10 | **Thanksgiving:** We have continued to be blessed by God, and been a blessing to others, throughout this crisis.  ⏵*Consider how your church can celebrate the gifts we’ve both received and given, eg* [*Generosity Week*](https://www.parishresources.org.uk/generosity-week-harvest/) |  |  |