



<b>Title: Ministry Development Fund</b>
<b>Policy #: 54</b>
<b>EXPIRES: When Replaced</b>
<b>ISSUED BY: Church Council</b>
<b>SIGNED:</b>

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## 1 History

VERSION	DATE APPROVED	UPDATED BY	PURPOSE FOR CREATION/UPDATE
1.0	7/21/2020	STEFANIE TRAKEL	TO PROVIDE GUIDELINES FOR THE USE OF THE MINISTRY DEVELOPMENT DEDICATED FUND

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## 2 Scope

This policy is part of St. Paul Lutheran Church's organizational policies. This policy applies to the Church Council and Church Staff.

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## 3 Policy

The Ministry Development Fund is a dedicated savings account with specific funding and spending restrictions. Funding comes from fiscal year end surpluses.

The fund can be used for 3 purposes:

1. To balance the budget at the end of a fiscal year in the event of a deficit.
2. A "jump start" or a "catalyst" for new outreach programs, mission projects and educational programs which could not otherwise get started due to budgetary constraints. New programs assisted by the Ministry Development fund must be funded through normal budgetary processes by the end of the second fiscal year.
3. To provide unemployment pay for staff in the event of a temporary layoff. This will require the Executive Team to establish specific guidelines for use, in order to create equality amongst all staff, depending on the circumstances of the situation.

Approval to use Ministry Development Funds must be authorized by the Church Council. The Council must exercise care not to abuse the fund by making every attempt to monitor income and expense throughout the year in an attempt to balance the budget at the end of each fiscal year.

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## **4 Procedure**

The use of the Ministry Development fund must be presented at a Church Council meeting for approval by majority vote.

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## **5 Forms**