

YEAR-ROUND PLEDGE PROCESS (DRAFT)

January

Share Pledge Process with Don Metivier and Stewardship for input. (Sean)

Dedicate Sean's January Web Article to the WHY of the new process. (Sean)

Recruit and train thirteen (13) Pledge Captains (Sean)

Assign all pledgers to a group. Assign groups to a month. (Office)

Draft initial letter & pledge card to be sent by office each month. (Sean)

By the 20th of January, send initial letter to February Pledgers. (Office)

February

Walk February Captain through the process of thankful attention and follow-up: (Sean, Don)

- Thank you notes to pledgers who return their pledge in a timely way.
- Follow up calls, emails, to those who lag.
- Thank you event of Captain's choice to celebrate all who pledged on time.

By the 19th of February, send initial letter to March Pledgers (Office)

Ask committees for Budget Requests

March

Repeat the monthly Pledge process (letter, Captain follow-up, etc) (Don oversees)

Office follow-up with those who did not pledge or reduced pledges. (Office, Sean)

Thank you from Minister thanking those who pledged, increased. (Sean)

Begin drafting budget. Education about how new process affects budgeting income. (Sean)

April

Repeat the monthly Pledge process & follow-up (Don oversees)

Draft Budget goes to Board for approval.

Budget is shared with congregation for input.

May

Repeat the monthly Pledge process & follow-up, office & (Don oversees)

Assess the first 3 months of the process and communicate with Board, congregation.

Final Budget goes to Board for approval.

Budget goes in packet for Congregational Meeting.

June, July, August

Repeat the monthly Pledge process & follow-up, office & (Don oversees)

2016 – 17 Budget Approved at Congregational Meeting (June 5)

Assess again in September