Thriving Together

*A program to support and encourage pastors in times of transition*

*Funded by a Lilly Endowment Inc. Grant*

## Sample Mentoring Group Plan Proposal

### Getting Started

1. Read through the [Overview of Mentoring Groups Program](https://new.crcna.org/thriving-together/mentoring-groups-program/overview-mentoring-groups-program) and the [Plug & Play Guide to Mentoring Groups](https://docs.google.com/document/d/1lV7h5Q24-qS96RbSadVkZhpEX9gFE5DIfhdA3fCO0jY/edit#heading=h.uwtpzkmp9874) which provide many ideas to get you started.
2. Begin crafting your plan and budget by using this template and submit it to [Margie Brenner](mailto:mbrenner@crcna.org).
3. After your draft proposal is in shape, it will be submitted to the Thriving Together staff team for approval. Please allow 4-6 weeks.
4. Upon approval, a contract will be emailed to you for signature. Once signed, the first grant check will be sent to the facilitator’s (or assigned group treasurer’s) church.

### Proposal

## **The Group.**

1. **Ministry transition to be explored.**

* ***Bold*** *selected transition.*

Exploring Transition Second Call/Starting Anew **Later Career**

1. **Name of group.**

Finishing Strong

**c. Group member’s information.**

*Ordinarily, group members will be active CRC ordained, parish pastors. Groups will have 4 to 6 members + the facilitator. Please list names in alphabetical order - by first name, if known.* ***Bold name of facilitator.***

**NAME CHURCH NAME CITY,STATE/PROV** **CLASSIS**

Joon Lee Faith Fellowship CRC Wingate, Florida Palm

Jim Smit First CRC Crosby, New York Northeast

**Rebecca Flint SunShine Church Oakwood, Montana Prairie**

Sharon Stevens Kentwood CRC Kentwood, Ohio Middleland

Simon Van Horst Joy CRC Goss, Ontario Fruitland

## **The Plan.**

**a. In a few sentences, share the group’s overall plan.**

We plan to gather in a variety of ways (retreats, video conferences, private Facebook

group, conference) to dig deeply into what a pastor’s later career in ministry looks like.

The group members that have experience in later career will provide valuable

mentoring to those with less experience. Since we don’t “do ministry” alone, we’ll

have our spouses join us—for those who are married. Focusing on our wellbeing

throughout our time together will be important.

**b. List 3 to 5 desired outcomes.**

* To have explored the later career transition from a variety of angles.
* To leave the group experience with greater clarity. (This will mean something different for each member.)
* To have engaged with each other and God in significant ways.

**c. What is the yearlong meeting schedule and nature of group activities?**

* *Include dates - month only is fine.*
* *Groups are required to meet a minimum of eight times. Best practice is to meet at least twice face-to-face. For example, the first face-to-face meeting would be very early in your year together and the second would be your final meeting. In lieu of face-to-face, virtual meetings could work well for some mentoring group plans. We’d love to talk to you more about what might be possible.*
* *Ideally, face-to-face meetings are 3 days and 2 nights. Spouses, if group members are married, are encouraged to participate in one of the face-to-face meetings.*

August: Face-to-face meeting in Cincinatti, Ohio (3 days/2nights)

* Getting to know each other.
* Spouses will attend.
* Discuss books.
* Do something fun.

September: Video conference call

* Each call will last about 2 hours and will follow a similar pattern:
* Sharing of life and ministry.
* Check-in on wellbeing.
* Book discussion.
* Prayer.
* Time of learning – created by the facilitator.

October: Video conference call

November: Video conference call

December: Video conference call

January: Video conference call

February: Video conference call

March: *Finishing Well* *Conference* in Orlando, Florida (3 days/2 nights)

* Attend 1 ½ day conference
* Spend ½ day after the conference connecting, reflecting on the conference, etc.

April: Video conference call

May: Video conference call

June: Video conference call

July: Face-to-face meeting in Boise, Montana (3 days/2 nights)

* The format will be similar to what happens at the monthly video conference calls but will be much more in-depth.
* Do something fun.
* Reflect on what we’ve learned and where we are today.
* Bring the group to a “close”.

Throughout the year: check in via phone calls, emails, and a private Facebook group as needed/ desired.

## **The Budget.**

* *Maximum grant amount is $10,000 USD. Any request to adjust this amount will be reviewed and approved by the Thriving Together program director.*
* *Refer to the* [*program overview*](https://new.crcna.org/thriving-together/mentoring-groups-program/overview-mentoring-groups-program)  *prior to completing the budget so you’re aware of what is, and isn’t fundable.*
* *The facilitator’s stipend ($2,500 USD) is not part of the grant request.*
* *Create a budget, with sufficient detail, that indicates how the requested funds will be used. To see examples of other mentoring group budgets, please refer to the* [*Facilitator’s Folder.*](https://drive.google.com/drive/folders/1HbKafXexnL5n31-EfY2I19EzFjtmtvxU?usp=sharing)
* *The grant is not to be used to cover personal expenses, the purchase of any equipment, or any administrative expenses associated with this mentoring group.*
* *The grant period is one year - any 12-month period the group chooses. A mentoring group may only receive one grant between January 2019 and December 2023.*

1. **Please select how you based your budget:**

* **USD funds**

1. **Please add your budget outline here:**

| ***Budget Item*** | ***Cost*** |
| --- | --- |
|  |  |
| ***Face-to-Face Meeting (Ohio)*** *(3 days/2 nights)* |  |
| *Travel:* $250 x 7 flights & $150 x 2 (mileage for 2 people) | *$1,900* |
| *Lodging:* donated | *$0* |
| *Food:* $220 in groceries and $40 x 9 people - for a dinner out | *$580* |
| *Books:* $20 x 5 pastors | *$100* |
| *Fun Activity:* $50 x 9 people | *$450* |
| *Pulpit Supply:* $150 x 5 pastors | *$750* |
| ***Face-to-Face Meeting (Florida)*** *(3 days/2nights)* |  |
| *Travel:*$250 x 4 flights & $100 x 1 (mileage for 1 pastor) | *$1,100* |
| *Lodging:* rent a house @ $200 x 2 nights | *$400* |
| *Food:* $175 in groceries and $40 x 5 pastors – for a dinner out | *$335* |
| *Fun Activity:* will do something that’s free | *$0* |
| ***Conference (FL)*** *(3 days/2 nights)* |  |
| *Registration Fee:* $320 x 5 pastors | *$1,600* |
| This includes registration, lodging (in a college dorm), and meals. |  |
| *Travel:* $250 x 4 flights & $100 x 1 (mileage for 1 pastor) | *$1,100* |
| ***Face-to-Face Meeting (Montana)*** *(3 days/2 nights)* |  |
| *Travel:*$250 x 4 flights & $100 x 1 (mileage for 1 pastor) | *$1,100* |
| *Lodging:* rent a house @ $200 x 2 nights | *$400* |
| *Food:* $175 in groceries and $40 x 5 pastors – for a dinner out | *$735* |
| *Fun Activity:* $50 x 5 people | *$450* |
| ***Total Cost*** | ***$11,000*** |

1. **What is the total cost for the group’s activities?** $11,000 USD
2. **What is the amount requested from PCR?**  $10,000 USD

*Maximum grant amount is $10,000 USD.*

## **The Facilitator.**

* *The group facilitator must be a CRC pastor and complete a Birkman Assessment prior to the group beginning to meet.*

1. Name Rebecca Flint

Position Senior Pastor

Preferred email address [pastorrebecca@abd.xxx](mailto:pastorrebecca@abd.xxx)

b. Institution name SunShine Church

Address 534 Lindsay St.

Oakwood, MO 12345

Phone 111-232-0099

Email [sunshine@abd.xxx](mailto:sunshine@abd.xxx)

c. What experience has the facilitator had in this particular transition?

(*Not required, but is an asset.)*

Rebecca has been in ministry for 25 years. She’s currently serving her third, and final,

church where she's been for eight years. Rebecca is planning to retire from ministry in two years. She’s been exploring the later career transition for several years and wants to share what she's learned with others.

## **The Group Treasurer (if not the facilitator).**

a. Name Jim Smit

Position Co-pastor

Preferred email address [smitj@abd.xxx](mailto:smitj@abd.xxx)

b. Church name First CRC

Address 534 Lindsay St.

Crosby, NY 12345

Phone 101-434-1919

Email [firstcrc@abd.xxx](mailto:firstcrc@abd.xxx)

**When completed, send your proposal to:**

**Margie Brenner - Thriving Together administrative coordinator**

[**mbrenner@crcna.org**](mailto:mbrenner@crcna.org)

**Phone number: 1- 877 279-9994 Ext 2173 (voice mail)**

***Note: We work with electronic documents. Please send your proposal as a Word or Google Doc - not a PDF.***