

**Chaplaincy Giving and Fundraising Healthcheck**

**A simple way to help your church head in a positive direction with your finances and giving practice.**

We encourage chaplaincy councils to carry out some form of Healthcheck each year, creating a list of **up to three** priorities for action in the coming weeks and months.

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| Date of review |  |

**What can we celebrate?**

**What are our priorities over the next 12 months?**

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| Action | Who will be responsible for making this happen? | When do we plan to have completed this? |
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**Support**

If you would like to any help with this review or support you in fulfilling your action points, please get in touch with Juliet Evans, Diocesan Fundraising Adviser juliet.evans@churchofengland.org

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| **Worship, prayer & teaching** | Using our worship and forms of teaching to embed a theology of giving in our churches. |

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| 1.1 | We see giving as an act of worship through our offering. | □ No | □ OK | □ Great |
| 1.2 | Generosity and thanksgiving is included regularly in our prayers. | □ No | □ OK | □ Great |
| 1.3 | There is a pattern of prayer for our financial and volunteer circumstances.  | □ No | □ OK | □ Great |
| 1.4 | We include messages in our preaching and teaching on generosity at least once a year. | □ No | □ OK | □ Great |

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| **Vision for our chaplaincy** | It’s important to have a clear sense of vision, which grounds our purpose and inspires people to greater generosity. |

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| 2.1 | We have a vision which is communicated within our church community. | □ No | □ OK | □ Great |

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| **Giving mechanisms** | As we live in an increasingly cashless society, it’s important that we put in place accessible mechanisms which enable people to give. |

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|  | **Regular planned giving** |
| 3.1 | We encourage and explain the importance of regular giving. | □ No | □ OK | □ Great |
| 3.2 | We encourage the use of standing orders/bank transfers among church members a means of reducing administration. | □ No | □ OK | □ Great |

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|  | **Online giving and QR codes** |
| 4.1 | We have set up online giving and have a giving button on our website. | □ No | □ OK | □ Great |
| 4.2 | We have created a QR code for our online giving and include it on materials such as posters, newsletters etc. | □ No | □ OK | □ Great |

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|  | **Contactless giving** |
| 5.1 | We have set up contactless giving and promote it. | □ No | □ OK | □ Great |
| 5.2 | We have materials next to the unit to offer a message of welcome, thanks or information about what people’s generosity enables. | □ No | □ OK | □ Great |

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| **Stewarding our resources** | Taking care to use our resources widely and put good practices in place to reflect this. |

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| 6.1 | We ask our community to review their giving annually. | □ No | □ OK | □ Great |
| 6.2 | We lead a more focused Chaplaincy Giving Programme (stewardship campaign) every two or three years. | □ No | □ OK | □ Great |
| 6.3 | When we ask people to review their giving, we explain what we spend the money on and the impact it has. | □ No | □ OK | □ Great |
| 6.4 | We promote Gift Aid and local tax schemes regularly – where applicable. | □ No | □ OK | □ Great |
| 6.5 | We set an annual budget. | □ No | □ OK | □ Great |
| 6.6 | Our missional priorities shapes our budget rather than ‘what can we afford?’. | □ No | □ OK | □ Great |
| 6.7 | Our Chaplaincy Council receives regular finance updates from the Treasurer. | □ No | □ OK | □ Great |

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| **Time and talents** | It is important to recognise that Christian stewardship is not restricted to the giving of money. All our God-given ‘time and talents’ form a vital part of what we can give. |

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| 7.1 | We encourage people in our church family to recognise and value their God-given skills and talents - and to offer their giftings to support mission and ministry. | □ No | □ OK | □ Great |

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| **Communication** | Communicating about how the church is funded, what people’s generosity enables and the difference it makes is a key issue for the chaplaincy leadership. |

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| 8.1 | We thank people for their giving each year. | □ No | □ OK | □ Great |
| 8.2 | We include information in our newsletter about how the chaplaincy is funded and how people can find out more about giving/donating. | □ No | □ OK | □ Great |
| 8.3 | We have a dedicated page on our website about giving, making it clear how people can give and what their giving enables. | □ No | □ OK | □ Great |
| 8.4 | We share good news stories about generosity e.g. in church/on social media. | □ No | □ OK | □ Great |