



Capital Campaign Services Overview

UCC Church Building & Loan Fund Capital Services guides your congregation through a capital campaign that is Faith-based, Spirit-filled, and Lay-led.

Following a no cost, no obligation Information Meeting with the pastor, church leadership and others interested in the capital campaign process, and the congregation has selected UCC Capital Campaign Services as its consultant, the campaign process begins with the recruitment of members to serve as the Campaign Executive Team. An Organizational Meeting of the Campaign Executive Team is scheduled with the Consultant, officially marking the beginning of the campaign process. From the Organizational Meeting of the Campaign Executive Team to Celebration Sunday, the capital campaign is approximately a 15-week process. However, the campaign schedule is set to accommodate the church's activities, special events and holidays.

The Capital Campaign Services Consultant will work with the congregation in the following ways:

- Conduct a Financial Feasibility Study to determine probability of a successful campaign.
- Provide Campaign Fundraising Manuals for use by the Campaign Executive Team.
- Consult with the church moderator and senior pastor in the identification of the Campaign Administrator.
- Contact the Campaign Administrator to schedule the Organizational Meeting once the members of the Campaign Executive Team have been recruited.
- Participate in the Organizational Meeting, meetings of the Campaign Executive Team, Campaign Task Groups, and provide consultations/trainings as needed.
- Work with Campaign Administrator to maintain the capital campaign schedule.
- Provide samples of publicity and brochure materials from other UCC churches as well as basic information on ways to give to a campaign.
- Provide worship and teaching resources to the pastor and others for use throughout the campaign.
- Train members of the Lead Gifts Task Force to make their visits on those identified by the Giving Potential Task Group. Train the Chair and team leaders of the Commitment Callers.
- Be available to and consult with Campaign Administrator at least weekly via telephone, emails, skype and zoom web-based meetings throughout the duration of the campaign.
- Periodic follow-up phone calls, emails and/or zoom meetings throughout the duration of the giving period.