



Parish Action List

The following checklist of actions may help you set up and promote the Parish Giving Scheme (PGS) in your parish.

Action	Person Responsible	Date Completed	Notes
Attend Diocesan launch event			
Put PGS on PCC agenda, consider inviting Parish Resource Officer to attend PCC			
Pass resolution at PCC			
Discuss at PCC inclusion of stewardship in promotion of PGS			
Nominate team to promote PGS			
Complete <i>Church Registration Form</i>			

Send completed <i>Church Registration Form</i> to Parish Support Office			
Receive resources from Parish Support Office			
Customise resources (local contact details, etc)			
Encourage PCC members to join PGS (<i>PGS Gift form</i>) and review their giving			
Invite planned givers to join PGS (<i>letter to existing donors, FAQs by donors, PGS Gift Form</i>)			
Invite regular attenders who are not planned givers to join PGS (<i>letter to others, 'A better way to give financially to your church', PGS Gift form</i>)			
Consider inviting others on the Electoral Roll to join PGS (<i>letter to others, 'A better way to give financially to your church', PGS Gift Form</i>)			
Record all responses, send information requested			
Review take up of PGS, consider additional encouragement			