

**Template for Entity Reports to Presbytery Coordinating Commission / Presbytery Assembly
Presbytery of Chicago**

(Name of Commission / Committee / Work Group / Team / Entity)

**Report to (Presbytery Coordinating Commission or Presbytery Assembly) – (insert date)
Presbytery of Chicago**

Recommendation:

*(A one sentence recommendation, asking the PCC or the Assembly to take a particular action – using **bold print** - such as):*

The New Worshipping Communities Committee (NWCC) recommends that the PCC approve the NWC Guide of January 2021, and forward this guide to the Presbytery Assembly for distribution.

(or):

The Commission on Ministry (COM) recommends the Presbytery of Chicago Assembly approve an increase in the 2020 minimum Terms of Call for a Pastor or Associate Pastor, from the amount of \$51,500 to new amount of \$52,000.

Rationale:

(A short paragraph, which offers a summary explanation as to why the entity is asking the PCC or the Assembly to take a particular action, such as):

Background: The NWCC is a newly formed Committee of the PCC, and as such is “investing in the creative, risky, and joy-filled work of bringing new worshipping communities into being” (from the new Guide). This Guide will assist individuals and groups who are seeking to form new worshipping communities within the bounds of Chicago Presbytery, working in partnership with the NWCC. The complete Guide can be found at this location: (insert link). Additional information can be found in the NWCC report on page (insert page number)

Background Information:

(A reference to additional background materials on this item, which is located in the “report” or “attachment” section of the Presbytery Assembly Papers – or is located in a shared Google Folder or in the Presbytery Web Library).

Additional background information can be found at (insert link to shared folder or other location).

Important Dates – Upcoming Events

(A listing of upcoming events – (event open to PCC and/or Presbytery)

Additional Information

(Any other information the entity wants to communicate to the PCC and/or the Assembly, regarding the entity’s current work of mission or ministry).

Name of entity Moderator / Co-Moderators: *(insert name(s))*

Note: it is helpful to limit the entity report (Recommendation and Rationale section) to one to two pages; additional background materials could add an additional one to two pages.