



Center for Ministry and Lay Training

Phillips Theological Seminary

AREA OF MINISTERIAL PRACTICE: STEWARDSHIP

COURSE TITLE: STEWARDSHIP

COURSE DATES: January 8 – March 3, 2024

COURSE NUMBER: STW 13

PROFESSOR'S CONTACT INFORMATION

Bruce A. Barkhauer, Minister for Faith and Giving

- Phone: 317-238-9600 (c)
- Email: bbarkhauer@disciples.org
- I will be checking email daily and will respond to requests there as well. At the latest, you can expect a reply from me within 24 hours if you send the email Mon-Thursday, and a reply on Monday if you email Fri-Sunday. I will also be available via Zoom for a video call by prearranged appointment. The telephone will be the most reliable way to contact me if your conversation is urgent.

PREREQUISITES

None.

COURSE DESCRIPTION

This course will provide a basic Biblical, theological, and practical introduction into the spiritual discipline of stewardship and provide best practice principles for guiding the financial and fiduciary responsibilities of the pastor as church leader. Participants who don't envision themselves as parish pastors will learn basic skills necessary for financial leadership in a not-for-profit organization. Ministry and philanthropy overlap in many areas.

COURSE GOALS AND LEARNING OUTCOMES

1. *Intellectual:* The student will be able to recognize and identify the major biblical themes related to stewardship including, but also beyond those issues that deal with money. The student will be able to articulate a theology of stewardship and be able to identify best practices of fund raising that also pertain to church finance.
2. *Practical:* Student will develop and demonstrate competency in creating a personal budget, a congregational narrative style (missional) budget, be able to identify basic GAAP (Generally Accepted Accounting Principles) standards in church finance, and how to

practice/teach stewardship as more than simple fundraising. They will learn the power of vision, language, and trust in God as motivation for practicing a life of generosity. They will explore the issues of stewardship that relate to issues of choice for individuals regarding care for the earth, the practice of Sabbath keeping, the care for self and the care for the Gospel.

3. *Spiritual*: The student will understand the importance of personal practice of these faith disciplines as a matter of ministerial integrity and as a means to authentic pastoral or not for profit leadership.

REQUIRED TEXTBOOKS

1. Christopher, J. Cliff, *Not Your Parents' Offering Plate: A New Vision for Financial Leadership*, (Nashville: Abingdon Press, 2008). ISBN: 1501804928
2. Harper, Lisa Sharon, *The Very Good Gospel: How Everything Wrong Can Be Made Right Again* (Waterbury, New York, New York, 2017) ISBN: 9781601428585
3. Barkhauer, Bruce, *Community of Prayer: A Stewardship Devotional*, (St. Louis: Chalice Press, 2016). ISBN: 9780827205444
4. Law, Eric *Holy Currencies: 6 blessings for Sustainable Missional Ministries*; Chalice Press, St Louis. 2013. ISBN: 9780827214927
5. Brueggemann, Walter: *sabbath as resistance, Saying NO to the Culture of Now*; Westminster, John Knox Press, Louisville, KY. 2014. ISBN: 0664239285
6. Nouwen, Henri *Spirituality of Fundraising*; Upper Room Books, Nashville. 2011. ISBN: 0835810445
7. Batts, Michael, *Church Finance (second edition): The Church Leader's Guide to Financial Operations*, (Church and Tax Law, 2019). ISBN: 1614079226

RECOMMENDED TEXTBOOKS

1. Christopher, J. Cliff: *Rich Church, Poor Church* (Nashville: Abingdon Press, 2012) **
2. Brueggemann, Walter: *Journey to the Common Good* (Westminster John Knox Press 2010)
3. Brueggemann, Walter: *Money and Possessions* (Louisville: John Knox Press, 2016) **
4. Anderson, T. Carlos: *Just a Little Bit More* (Blue Octillo, Austin, 2014)

**Strongly recommended!

CLASS EXPECTATIONS

This course has most of the assignments due at the end of the class – don't wait until the last week to begin!

Lessons

The course is divided into a number of lessons. A lesson may actually be a string of activities (e.g., viewing online presentations, reading assignments, watching a YouTube video, and engaging in extended online discussions). **As you progress through the lessons, you MUST mark each element as completed before you move on.** This will track your progress for both your

own reference and for the professor's grading purposes. Maintain your progress in order and stay on pace with the rest of the class.

Discussion Forums

Your regular posts to the discussion board are essential – please realize the percentage of your final grade that is tied to your participation in this format. The videos and the textbooks provide the resources for responding to most of these questions. Forums will open on the first day of the course and remain open for the entire length of the course. You are expected not only to post an original response, but also respond to at least two of your peers. Original posts should not exceed more than 250 words. Responses to peers should be relevant to the topics covered in the readings and be more than “I agree/disagree.” Students should avoid a heavy reliance upon opinion and personal taste, e.g., “I love it,” “I hate it,” “It’s bad,” etc. Comments should be insightful, respectful, constructive and contribute to an ongoing discussion. They can range between general impressions and opinions, and specific thoughtful criticisms or contributions related to the assigned readings. Get your original post and peer responses in on-time, which is the **weekly due date by 9:00 PM CST!** You should be posting earlier than the due date so that you can maximize peer interaction. **Please note that there will be no forums for week 3 & 4.** The following questions and their due dates for posting are as follows:

- **Pre-work:** Introduce yourself, where you serve/participate in church leadership, what you are hoping to gain from this course and your worst or best experience in stewardship. Think critically about the experience. If good, what made it particularly so and could it be duplicated in another setting? If poor, what might have improved the experience? How will this experience influence your own leadership in the future? **Due 1/8 (first day!)**
- **Week 1:** In Lisa Harper's *The Very Good Gospel*, she states that “*If humanity is created in God's likeness, then the way we exercise dominion should reflect God's kind of dominion*”. What does she mean by this? How does it apply to the way you exercise your life and ministry? How does it apply to your congregation? **Due 1/15**
- **Week 2:** Christopher states that ministers should know exactly what parishioners give financially to the church. Do you agree? What is compelling about his case? What do you find difficult to embrace about this idea If you favor his position, what risks can you identify along with the perceived benefits? If you reject his position, what benefits can you identify along with the perceived risks? **Due 1/22**
- **Week 5:** Holy Currencies suggests six different forms of stewardship practice which are inter-connected and dependent upon the integration of the whole for success. Pick one of the practices which you had not previously considered to be a part of stewardship and discuss why you believe its inclusion matters and how you might utilize it in your congregational setting. **Due 2/12**
- **Week 6:** Brueggemann offers views of how the observation of Sabbath counters the economic model of empire. Pick one alternative he offers and discuss why it is (or is not) compelling to you. Reflect as to why, despite the vision Brueggemann seems offer as resistance to systems which oppresses and appear to “consume the consumers”; most of our society would “resist” this vision of a simpler and more fulfilling life? What lure might we offer to the church to get its members to consider what Brueggemann offers? **Due 2/19**

- **Week 7:** What makes you the most uncomfortable about asking for money? How could inviting people to share resources for their passion and for ministries they believe make a difference become spiritual practice not only for you as you seek financial support for your ministry, but for the donor as they engage in the practice of generosity? Name at least two things you will do to address your discomfort in asking for funds. If asking does not make you uncomfortable, offer two suggestions to your classmates to help them overcome their own hesitancy. **Due 2/26**
- **Week 8 (Optional Wrap-up):** Offer one thing you have learned in this course that you will apply to your ministry context or personal practice. **Due 3/3 by 6:00 PM. (No peer responses are required)**

Other Assignments, Projects, Etc.

EXAM

- There is an exam on the financial “best-practices” materials. The exam is multiple choice with two essay questions. The test will be open on **Monday, 1/29/24 at 7:00 AM Central** and will be closed on **Wednesday, 1/31/24 at 9:00 PM Central**. Once you begin the test you must complete it – there is no practice test; so be sure to allow enough time to finish the exam once you open it.

Narrative Style Budget

- Prepare a narrative budget for your congregation. This can be the congregation you are currently serving, or the one of which you are currently a member. The format should be what you would use to present the budget to the congregation or governing board. Neatness and creativity count! If you would use a PowerPoint presentation, do so for this assignment, but be sure to provide narration or interpretative written commentary so this information is clear. If the congregation already has a narrative budget in place – then use it but use your critical eye to improve upon it. (Be sure to submit both the original, and your “improvements”, with the changes you have made clearly noted.) **March 3, 6:00 PM CST**

Personal Budget

- A personal budget, using the provided form. **This item will not be graded, but its submission is required to pass the course.** The instructor is not as interested in the state of your finances as in your having an understanding of how to determine your financial status and your ability to articulate a plan for going forward. **Due March 3, 6:00 PM CST**

Daily Devotion

- In keeping with the spiritual objectives of this course, read a single devotion each day from *Community of Prayer*. You may find this not only personally edifying, but it may prove as a resource for your reflection paper!

WEIGHT OF ASSIGNMENTS IN GRADING

Discussion posts	50%
Test on Financial Practices	25%
Narrative Budget	25%
Personal Budget	** required to pass, not graded**

GRADING SCALE

Letter grades will be given for the final course grade.

A+ 97 or greater	B+ 87-89	C+ 77-79	D+ 67-69
A 93-96	B 83-86	C 73-76	D 63-66
A- 92-90	B- 82-80	C- 70-72	D- 60-62
			F 59 or below

COURSE POLICIES:

- All students must complete the Personal Budget to pass this course.
- Be advised that work which is submitted more than 24 hours late (without prior arrangement with me) will be down-graded by one letter grade for each 24 hours that it is late. After 72 hours, the work will not be accepted unless there is contact with the professor and an arrangement made in writing from both parties to create an exception with a deadline for completion. Requests for extensions are considered case by case – do not assume you will receive one, but do not neglect the task of requesting one if you are going to be later than 24 hours.
- Please remember that you are doing graduate schoolwork and thus my expectation is that your written materials will reflect that level of competency with the English language. When I evaluate your written work, 50% is content, 25% is clarity, presentation, and style, with the remaining 25% dedicated to grammar and attention to the specific parameters of the assignment. Do not waste valuable space by rewriting the instructions or the assigned scripture passage within your paper that can otherwise be used to demonstrate your mastery of the material. (Assume I know the text I have assigned for your reflection and that I am familiar with the assignment.)
- A cover page is not necessary given the nature of an electronic submission, but please be sure your paper has some place that identifies it as yours (your name). I prefer double spacing, 12 pt. type, with one-inch margins which should yield 250 words per page.
- Be sure to reference/site material that is not original to you. You may utilize endnotes. All submissions are run through a plagiarism detection software. You are hereby advised that evidence of plagiarized material will result in a possible zero on the assignment, or an “F” in the course. More information can be found in the Center for Ministry and Lay Training Policies and Procedures document.
- **CMLT Artificial Intelligence (AI) Policy :**
 - With all CMLT academic work, the ideas and contributions of others must be appropriately acknowledged and work that is presented as original must be, in fact, original. Using an artificial intelligence (AI) content generator (such as ChatGPT) to complete coursework without proper attribution or authorization is a form of academic dishonesty and will be treated as plagiarism. If you are unsure about whether something may be plagiarism or academic dishonesty, please contact Leslie LeSieur or your instructor to discuss the issue.
 - Faculty, students, and administrative staff all share the responsibility of ensuring the honesty and fairness of the intellectual environment. There are tools that are utilized by CMLT Faculty and Administration through programs like Grammarly, Turn It In, and GPTZero that can assist in detection of AI technology use.

- **Audit Policy:** At times, students may choose to participate in the CMLT as an auditor. Auditors are still required to complete reading assignments and provide constructive contributions to class discussions (original posts as well as responsive posts).
 - Auditors will not be required to complete any tests, quizzes, and/or papers/projects. If an auditing student chooses to submit this type of work the instructor is not required to give a letter grade but should provide comments/feedback. Auditing students' transcripts will only reflect their participation in the course with the "Satisfactory Audit (SA)" or "Unsatisfactory Audit (UA)" designation under the grade received. **Auditors will be subject to all policies listed in the Center for Ministry and Lay Training Policies document.**
- **Inclusive language policy:** As a Christian and theological community, we recognize the important role that language plays in shaping, perpetuating, or reshaping our lives. We know that language is not merely a collection of inert tools that enable us to 'say what we want to say,' but is a powerful and subtle force that orders the forms and values through which we perceive and interpret our world.

As Christians and ministers of the Word, we commit ourselves to avoid using language that damages or excludes persons or perpetuates demeaning stereotypes.

- This includes language that establishes or reinforces bias against people because of their race, gender, ethnic group, age, profession, religion, economic status, national group, sexual orientation, marital status, etc.
 - Phillips recognizes that there is room for legitimate differences of opinion on such matters and does not attempt to prescribe in detail precisely which words, expressions, and usage are acceptable.
 - Phillips is not attempting to impose an ideology or arbitrary standard on anyone. It is attempting to raise consciousness in regard to language that may be offensive to some.
 - Phillips also encourages the community to be aware of the problem of language with reference to God. We need to be sensitive to the metaphorical, analogical nature of all our language about God, and to be aware that the Bible and Christian tradition use feminine and non-human as well as masculine images and categories for speaking of God.
- *This syllabus is the final arbiter of all assignments and due dates.* If something appears differently in the assignments section of the course, assume it is an error. Check with me if you have questions.

Course Schedule:

Please note that all assignments will be due by 6PM (Central) unless otherwise specified

This schedule provides the general weekly expectations but you can begin reading assignments and watching presentations while finishing up the discussions of the previous lesson.

Week One (1/8-1/14) *Thinking Biblically and Theologically About Stewardship*

Discussion Post: Introduce yourself, where you serve/participate in church leadership, what you are hoping to gain from this course and your worst or best experience in stewardship. Think critically about the experience. If good, what made it particularly so and could it be duplicated in another setting? If poor, what might have improved the experience? How will this experience influence your own leadership in the future? **Due 1/8 (first day!)**

<https://youtu.be/mNNVaFrile0> Bible and Creation

https://youtu.be/vC_0Wd7AUzg Jesus and Money 1

<https://youtu.be/3oOLOaGy2QE> Jesus and Money 2

<https://youtu.be/hk0byJmlcMc> Models of Generosity
<https://youtu.be/YvTrQN08pWo> Money and Judgment
<https://youtu.be/VUwQwK6940o> The Tithe
<https://youtu.be/LIQqLL1NVvw> Stewardship and Transformation
<https://youtu.be/hpOneeiX234> Year Round Stewardship

Read Harper's *The Very Good Gospel*

Discussion Post: In Lisa Harper's *The Very Good Gospel*, she states that "If humanity is created in God's likeness, then the way we exercise dominion should reflect God's kind of dominion". What does she mean by this? How does it apply to the way you exercise your life and ministry? (Give concrete examples.) How does it apply to your congregation? Be specific. **Due 1/15**

Week Two (1/15-1/21) *Thinking Pragmatically About the "Real World" of Stewardship*

Read Not Your Parents' Offering Plate by Cliff Christopher

Discussion post Christopher states that ministers should know exactly what parishioners give financially to the church. Do you agree? What is compelling about his case? What do you find difficult to embrace about this idea? If you favor his position, what risks can you identify along with the perceived benefits? If you reject his position, what benefits can you identify along with the perceived risks?

Due 1/21

Week Three (1/22-1/28) *Stewardship as Fiduciary Responsibility*

Read pages 2-16; 18-44; 186-208; 212-219 (though the entire book is recommended) in *Financial Practices* by Michael Batts.

Discussion post no discussion is due this week. Please use this time to prepare for upcoming weeks and focus on your exam.

Watch the video "How To Strengthen Stewardship in Your Church" by Bruce Barkhauer (Link for video will be posted on Canvas)

Exam (opens 7 am central 1/29) must be completed by 9 pm central 1/31

Week Four (1/29-2/4) *Other "Pockets" of Stewardship and Telling Our Own Story*

Narrative budget preparation <https://centerforfaithandgiving.org/2016/01/building-a-narrative-budget/>
Be certain to follow the links in the article!

Endowed/end of life gifts – Rev. Randy Johnson, Christian Church Foundation

<https://youtu.be/7QOd9vObr54>

Capital Campaigns – Rev. Marybeth Westerfield, Church Extension

<https://youtu.be/DwASs8AZm8M>

Discussion post no discussion is due this week. Please focus on researching all aspects of your narrative budget assignment.

Prepare a narrative budget for your congregation. This can be the congregation you are currently serving, or the one of which you are currently a member. The format should be what you would use to present the budget to the congregation or governing board. Neatness and creativity count! If you would use a PowerPoint presentation, do so for this assignment, but be sure to provide narration or interpretative written commentary so this information is clear. If the congregation already has a narrative budget in place – then use it but use your critical eye to improve upon it. (Be sure to submit both the original, and your "improvements", with the changes you have made clearly noted.)

Due 3/3 (last day of class)

Week Five (2/5-2/11) Alternate Views of Comprehensive Stewardship

Read Holy Currencies – Eric Law

Discussion post: Holy Currencies suggests six different forms of stewardship practice which are interconnected and dependent upon the integration of the whole for success. Pick one of the practices which you had not previously considered to be a part of stewardship and discuss why you believe its inclusion matters and how you might utilize it in your congregational setting.

Due 2/12

Week Six (2/12-2/18) Stewardship as Justice and Restorative Work

Read: Sabbath as Resistance by Walter Brueggemann

Discussion post: Brueggemann offers views of how the observation of Sabbath counters the economic model of empire. Pick one alternative he offers and discuss why it is (or is not) compelling to you. Reflect as to why, despite the vision Brueggemann seems offer as resistance to systems which oppresses and appear to “consume the consumers”; most of our society would “resist” this vision of a simpler and more fulfilling life? What lure might we offer to the church to get its members to consider what Brueggemann offers? **Due 2/19**

Week Seven (2/19-2/25) Stewardship as Spiritual practice and invitation

Read: A Spirituality of Fundraising by Henry Nouwen

Discussion post: What makes you the most uncomfortable about asking for money? How could inviting people to share resources for their passion and for ministries they believe make a difference become spiritual practice not only for you as you seek financial support for your ministry, but for the donor as they engage in the practice of generosity? Name at least two things you will do to address your discomfort in asking for funds. If asking does not make you uncomfortable, offer two suggestions to your classmates to help them overcome their own hesitancy. **Due 2/26**

Week Eight (2/26-3/3) Stewardship as Personal Practice

Watch the “Making More with Your Money” presentation by Bruce Barkhauer

<https://centerforfaithandgiving.org/2017/02/personal-finance-self-guided-workshop/>

Discussion post Offer one thing you have learned in this course that you will apply to your ministry context or personal practice. **Due 3/3 by 6:00 PM. (No peer responses are required)**

Complete your personal budget. Due **3/3/24**

This class was designed to address the following section of the
Disciples of Christ Sixteen Areas of Ministerial Practice

Stewardship: Be able to develop and encourage healthy stewards who recognize and share generously God’s abundant gifts for all creation.

Learning Outcomes: (Outcomes in bold to be emphasized)

- **Articulate a coherent theology of wealth, work, and care for creation, rooted in biblical themes of abundance, generosity, Sabbath rest, and economic justice;**
- **Teach and preach effectively about giving time, talent, and money to help accomplish the ministry and mission of the church;**
- **Employ denominational and ecumenical resources for stewardship education and for helping a congregation conduct a stewardship campaign. This includes the ability to articulate the difference between stewardship and fundraising;**
- Practice the spiritual discipline of giving and serving;
- **Identify and use pertinent biblical texts, Christian traditions, and spiritual practices to foster generosity and giving;**
- **Teach and preach effectively about money;**

- Describe how mission is accomplished and funded beyond the local congregation in the Regional and General expressions of the Christian Church (Disciples of Christ). This includes the ability to explain how Disciples Mission Fund works, the purposes of Reconciliation Offering and Week of Compassion Offering, and what the four special offerings (Christmas, Easter, Thanksgiving, Pentecost) support.