

Approved by the Standing Committee in consultation with the Canon Missioner
January 17, 2007

A. Regional Governance Guidelines

1. Authority. Each Region accedes to the authority of the Bishop of Colorado, the actions of the Diocesan Convention of the Diocese of Colorado, the Constitutions and Canons of the Diocese of Colorado and the Episcopal Church.
2. Governance. Each Region shall be governed by a Regional Convocation and Executive Committee.
 - a. Regional Convocation: The Missioner, Standing Committee members, clergy canonically resident in the Diocese of Colorado, lay delegates to Diocesan Convention, or their authorized alternates shall constitute the Regional Convocation.
 - (1) The Convocation will meet prior to Diocesan Convention to nominate lay and clergy candidates to the Standing Committee of the Diocese, as needed. The nominees elected for Standing Committee by the Regional Convocation will be presented for election at the Diocesan Convention.
 - (2) The Regional Convocation will discuss, modify and approve a formal regional budget for the year and address the selection and funding of special ministries within and beyond the Region.
 - (3) The Regional Convocation will also serve as a forum to review and discuss issues that are pertinent to the annual convention of the Diocese.
 - (4) The Executive Committee of the Region will designate dates for the Convocation meetings and notify clergy and lay delegates at least 30 days prior to the meetings.
 - (5) In extraordinary cases the Bishop or Regional Missioner may call for a special meeting of the Convocation.
 - (6) A quorum for the Convocation shall consist of a majority of the congregations of the Region represented by at least one person.
 - b. Executive Committee: Between meetings of the Regional Convocation, the Region will be governed by the Executive Committee.
 - (1) The Executive Committee will be composed of the Regional Missioner, Standing Committee members, the Regional Representative to the Diocesan Finance Committee, the Regional Treasurer, and volunteers from the Region nominated by the Convocation, and ratified by the Executive Committee.
 - (2) The Regional Missioner will be appointed by the Bishop of Colorado, and serves at the Bishop's discretion.
 - (3) A Regional Administrator may be appointed by the Regional Missioner, subject to the approval of the Executive Committee.

- (4) The Executive Committee will solicit formal funding requests in preparation and presentation of the formal budget to the Regional Convocation.
- (5) The Executive Committee will help coordinate the support of special ministries in preparation for Regional Convocational meetings.
- (6) The Executive Committee will be responsible for preparing annually a draft budget for the Region to be presented to the Regional Convocation.
- (7) The Executive Committee will assist the Regional Missioner in forming pastoral links with clergy and lay leadership in the congregations of the Region and in overseeing ministries funded by the Region.
- (8) In the absence of a Regional Missioner, the Bishop may appoint a temporary Missioner. In the event that a temporary Missioner has not been appointed by the Bishop, the Executive Committee of the Region may perform the functions of the Missioner under the leadership of the Standing Committee members.

c. Regional Grant Request Guidelines

- (1) Funding request for Clergy Study & Lay Training:
 - There will be only one request per year, per person
 - The request must be accompanied by a letter outlining the study and/or training, including the cost of the program and other funding sources that have been sought.
 - The request letter must also include the benefits of the program for the person making the request at the personal, congregational, Regional, and diocesan levels.
- (2) Funding requests from parishes, missions, or other organizations within the Region:
 - The request shall include a letter outlining the need for funding
 - The request shall include a current financial statement, budgets for the year of the request and the previous year, and a copy of the most recent audit or demonstration that an audit is in progress.
 - The request shall include a long term plan for self-sufficiency
 - Priority will be given to grant proposals that build networks within the Region, are open to or include participation from other congregations in the Region, or provide focused assistance at a key time in the congregation's development.
- (3) All groups receiving grants must:
 - Be accountable to the Region through an annual report submitted and presented to the Region's Executive Committee.

- All grant requests funded by the Region are subject to review by the Region's Executive Committee at any time. If a grant is not meeting its originally stated purpose, funding for the grant may be withdrawn at any time by action of the Region's Executive Committee.
 - Grant recipients give a report to the Regional Convocation.
3. Funding. Ministry through each Region is funded through the asking of five percent (5%) of each congregation's plate and pledge contributions.

B. Rules for Election of Standing Committee Nominees.

1. Nominations for lay or clergy representation on the Diocesan Standing Committee will be solicited by the Executive Committee at least 45 days in advance of the Regional Convocation at which elections will be held.
2. Nominees must be members in good standing from congregations in the Region.
3. The Executive Committee will distribute desired biographical and discernment information from the nominees in the appointed time frame prior to the Regional Convocation.
4. Nominations will be accepted from the floor with the nominees providing to the Regional Convocation the information referenced in Section B.3
5. Each Region will certify and credential those eligible to vote based upon a roster of delegates to Diocesan Convention.
6. Proxy votes will not be accepted.
7. In the event that delegates or their alternates from a congregation are unable to attend the Regional Convocation and participate in the election of regional nominees for Standing Committee, the Rector of the congregation may deputize (in accordance with the rules of Diocesan Convention) persons attending the Regional Convocation so the congregation has full representation.