**Sample Letter to your church – Feel free to adapt and use as you see fit.**

Dear Church Family,

Greetings in the name of the Lord. We are living in an unprecedented situation and trust that you and your family are keeping well. Please don’t hesitate to contact me if the church can be of assistance.

I am writing to let you know our plans in this season of social distancing, and to invite your support for the ongoing ministry of the church. While our methods are adapting, we have no intention of slowing down our ministry together, as people need to keep receiving the love and hope of Jesus through the gospel-centered ministry of our church, now more than ever.

**Sunday Worship Service** – We have moved our [DAY/TIME ie Sunday 10am] worship service online and you can participate in it here. We will continue to share in music, prayer, and a message from God’s Word. If you need help accessing the service, please don’t hesitate to ask. This is a great opportunity to invite friends and neighbours to participate as well, as so many are stuck at home and open to trying something new.

**Caring for Those in Need** – We have established a Care Team who will stay in contact with people in our church who are vulnerable and may need extra help with meals, groceries and other needs. If you would like to serve on this team, please call [phone number) or email [email address].

**Midweek Meeting** – We are hosting an online midweek meeting for prayer, Bible study and fellowship together. You can join in on [date/time] at this link [give link here].

**Life Groups** – Our Life Groups are going online using [ZOOM, GOOGLE Hangout etc…] video. If you are not already in a group you are welcome to join in one by calling [phone number) or email [email address].

**Family Ministries** – Our Children’s and Youth ministries are moving online as well, with age-focused online gatherings and resources for parents to provide their children with opportunities for learning and spiritual growth while they are home from school.

**Online Resources** – We are sharing Bible studies, Bible reading plans, leadership training, prayer guides, Covid-19 updates, and other resources on our website at [church website link].

**Communications** – We will be sending regular updates to the church email list, as well as posting them on our website and Facebook page. If you are not already receiving them, please call [phone number) or email [email address].

**Prayer Requests** – If you have prayer requests or other needs, please share them by phone [phone number) or email [email address]. Also, please let us know if you would like to serve on the prayer team to help pray for these needs.

**Missionaries** – We will continue to keep in touch with our missionaries and offer support, prayers and encouragement as they deal with the current crisis in the countries where they are serving.

**Giving** – To financially support all of our ongoing ministry together, please continue your giving to the church through any of the following methods:

* Mail a cheque to the church (see address below/above)
* Drop a donation off at the church office/secure mailslot.
* Give online through the link on our website
* Give by etransfer using this email address [etransfer email ie giving@yourchurchname.ca]
* Give through mobile app [list mobile app]

May the Lord bless you and your families in days ahead. Thank you for your participation in the Lord’s work at [YOUR CHURCH NAME]. Together we can move forward in Jesus’ name.

In Christ,

\_\_\_\_\_\_\_\_\_\_\_

Lead Pastor

PS: We have attached more information about how you can give to support the ongoing ministries of the church.

PSS: Again, please don’t hesitate to contact us if we can be of assistance with anything.

*Therefore, my beloved brothers, be steadfast, immovable, always abounding in the work of the Lord, knowing that in the Lord your labor is not in vain. 1 Corinthians 15:58*

Possible Attachments

* More information about physical and online giving methods
* Return envelope(s), possibly with a stamp already in place