



Mayor's Prayer Event Toolkit



**NATIONAL STRATEGIC
CENTER™**

faith
IMPACT™
ToolKit



Contents

- 01 How to Use This Toolkit
- 02 Why a Mayor's Prayer Event?
- 03 Preparation and Planning
- 04 Legal Support and Precedent
- 05 National Strategic Center
- 06 Resource List



How to Use This Toolkit



How to Use This Toolkit

- This Toolkit has been developed for government and community leaders and citizen activists to take an active, strategic role in reinserting faith and prayer into the marketplace of ideas.
- This Toolkit provides you with simple, yet highly strategic actions that individuals or groups can take to make an impact for faith in their community.
- This Toolkit also provides the supplemental resources needed to achieve the opportunity as needed – step-by-step instructions, talking points, legal support, and more.
- Meaningful action is led first by prayer. Pray daily for God’s wisdom, protection, and strategy.

“The best strategies for faith impact are those which can be made clear, understandable, doable, and capable of being implemented by the acts of a single individual.”

Congressman Randy Forbes
NSC and CPCF President

Other Toolkits are Available HERE



01

02

03

04

05

06



Why a Mayor's Prayer Event?



Goals of a Mayor's Prayer Event

Goals

- Encourage the mayors, city councils and their staff to work collaboratively together with other cities in their region.
- Hear from the mayors their concerns for their respective cities.
- Networking opportunity for community leaders.
- Bring the faith community together to be a positive influence in civic affairs.
- Establish an annual community civic event that transcends politics and elections.
- Equip and empower the church to pray for the concerns of their city.
- Establish a platform for pastors to speak into the direction of their city.
- Gain greater clarity on the city and regional community concerns we face together.

Next Steps

- Establish Community Forum in each city to address issues brought forth by the mayors to help improve their respective cities.



01

02

03

04

05

06



Preparation and Planning



Pre-Event Planning Timeline

Do By	Action Items	Main Objective	Additional Notes/Questions
3.5 months	Organizer meets with lead mayor in their region to discuss plans for mayors event.	Commitment to participate in mayors event.	
3 months	Organizer convenes a planning committee made up of key pastors and businessmen to establish overall plan and objectives for mayors event. Look for those that are already convening pastors and business leaders, share the vision for the event and ask them to help form the committee.	Establish "big picture" goals and objectives and agree on strategic plan for mayors event.	<ul style="list-style-type: none"> • Sample Agenda for the Planning Meeting • Sample Program Planning Document
2.5 months	Organizer investigates venue options. Compare prices and capacity. Consider pros and cons for buffet vs plated meal. Select preferred venue prior to planning meeting.	To select venue.	Ideal venue will seat 400-500 (tables of 8 or 10) and cost around \$20 per person.
2.5 months	Organizer meets with a key pastor in each participating city who has a relationship with their mayor. This pastor will be the one to extend the invitation to their mayor to attend the event.	To extend invitation to each mayor from a city pastor who has a personal relationship with their mayor.	
2.5 months	Organizer reconvenes the planning committee to identify and promote the event to key leaders and networks in the region.	To insure the invitations go to community leaders. This event is geared for community leaders and not for the general public.	The planning committee will ideally consist of people who have contacts and relationships with key pastors and business leaders.
1.5 months	Organizer convenes planning committee. The committee confirms the vision, goals, and venue for the event and forms an invitation committee.	To get the planning committee input, finalize plans and get on the same page. Initiate promotional process.	



Pre-Event Planning Timeline

Do By	Action Items	Main Objective	Additional Notes/Questions
1.5 months	Organizer sets up a Mail Chimp account to utilize for sending out graphic promo invitations.	To create an easy and effective way to distribute mass invitations and promote the event.	HERE is an example Mail Chimp invitation email.
1.5 months	Organizer sets up a Webpage or EventBrite for the Event to provide a registration mechanism and information about the event.	To set up easy registration process.	HERE is an example promotional Webpage.
1.5 months	Encourage business leaders and pastors to buy entire tables. Then they will be responsible to fill their respective tables.	Build registration momentum.	This saves the organizer a lot of work.
1.5 months	The organizer requests the planning committee to take initiative to email invitations to community leaders in their respective cities and within their spheres of influence.	To get the invitations into the hands of the community leaders in Business, Government, Education, and the Church.	
1.5 months	If your event is scheduled to coincide with the National Day of Prayer, organizer should post their event on the National Day of Prayer website Calendar.	To identify this as an official National Day of Prayer event.	Many groups choose to have their event on the National Day of Prayer since it is already specifically sanctioned by federal law.
1 month	Organizer takes personal responsibility to follow up with each pastor designated to invite their respective mayor to confirm that the invitation has been extended and that the mayor understands his/her part in the program.	To insure that the Mayor or their designated City Council Member understands their part in the program.	If the mayor is unable to attend, he/she should designate a city council person to attend in their place.



Pre-Event Planning Timeline

Do By	Action Items	Main Objective	Additional Notes/Questions
3 weeks	Organizer to finalize commitments for sound system, music team and logistics support during event.	Do this early to insure no last minute problems on the day of the event.	Ask a local church to provide admin support during registration and to print out table name placards.
3 weeks	Have planning committee resend invitations to all databases. Continually look for additional community leaders to invite.	Build registration momentum.	
2 weeks	Work with venue caterer to get preliminary numbers for food commitment.	Get the preliminary numbers for food purchase by caterer.	
1 week	Monitor registration page and send out last minute event reminder to those who registered.	Reminders to those who registered.	
1 week	Finalize event numbers with the caterer.	Get final numbers to caterer for food preparation.	



Day of Event



01

02

03

04

05

06

Main Objective	Additional Notes/Questions
Conduct pre-event prayer meeting with intercessors, pastors, and event staff one hour before doors open and during set up. Pray for all support staff and those who have a part in the program.	
Place the table placards to make speaker table, reserved table and open seating tables assignment locations.	Give priority seating locations to VIPs and planning committee members.
Start event on time and end on time. Run program and stay focused on primary objectives.	Don't sweat the small stuff. Depend on God for the outcome.

CLICK HERE to Report Your Successes



CLICK HERE to Submit Pictures and Videos of Your Event



Legal Support and Precedent



Legal Support and Precedent

Legal Support

- Multiple legal precedents exist to demonstrate the constitutionality and legality of Mayor’s Prayer Events and other forms of government-related prayer; including, U.S. Supreme Court rulings. Many of them are demonstrated in this [Example Letter of Legal Support](#) written by the CPCF Legal Team to a Mayor whose Prayer Breakfast was under attack by anti-faith organizations.

Tradition of Prayer in America

- George Washington issued the first presidential call to prayer on October 3, 1789. He wrote, “It is the duty of all nations to acknowledge the providence of Almighty God, to obey his will, to be grateful for his benefits, and humbly to implore his protection and favor.”
- There have been over 130 presidential calls to prayer.
- In 1952, Congress passed and President Harry Truman signed a law making the National Day of Prayer an annual event.

Additional Resources:

1. [History of Prayer in America](#)
2. [The Truth about the Separation of Church and State](#)
3. [History of Church in the U.S. Capitol](#)



01

02

03

04

05

06



National Strategic Center



Building a Culture of Strategy

The National Strategic Center utilizes a large network of leaders and strategists to help build and sustain a *Culture of Strategy* among the Faith Community.



- ➔ Providing the teaching, training, and usage of the best *Strategic Principles* for leaders on multiple levels and across multiple domains.
- ➔ Fostering strategic dialogues across all spheres of culture.
- ➔ Collecting the strategic ideas and refining them into *Strategies* that can be distributed through a network which empowers groups and individuals to take action.
- ➔ Giving voice to the values behind the strategies. Creating a true flow of strategic ideas between the grassroots and our nation's best strategists.

And you are part of it!

Receive action-oriented, step-by-step toolkits to implement the strategies crafted by our nation's top strategists. [Available HERE](#)

Offer ideas and input on certain issues or challenges affecting faith in your area.

Upload videos of conversations, presentations, or public behavior that are hostile to faith.

Report successes that you have had in defending faith so that other Strategic Action Centers can replicate your successes across the nation.

Receive trainings and resources on how to think, act, and communicate strategically.



01

02

03

04

05

06

Resource List



Resource List

1. [Sample Agenda for the Planning Meeting](#)
2. [Sample Program Planning Document](#)
3. [Example Mail Chimp Email](#)
4. [Example Registration Webpage](#)
5. [Report Successes](#)
6. [Upload Pictures and Videos](#)
7. [Example Letter of Legal Support](#)
8. [History of Prayer in America](#)
9. [The Truth about the Separation of Church and State](#)
10. [History of Church in the U.S. Capitol](#)
11. [Other Faith Impact Toolkits](#)



[Click here](#) to tell us about your successes!

[Click here](#) for more ideas and Faith Impact Opportunities!

For more information, contact

(757) 546-2190

Help@NationalStrategicCenter.com

www.CPCFoundation.com/NSC

