

Board of Missions Handbook

Black Rock Church
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Policies and Practices



Black Rock Church
Board of Missions

Policy Handbook

INTRODUCTION

This handbook summarizes the principles by which Black Rock Church's Board of Missions (BOM) operates. It is designed to guide the BOM in its deliberations, but it is not intended to dictate decisions. For good and sufficient reasons, the BOM may find it advisable, on a rare occasion, to make an exception. The BOM should be prepared to explain its reasons if any question is raised and reason for the exception to policy should be noted in monthly BOM minutes. As with all boards at Black Rock Church (BRC), we recognize that we are under supervision of the Board of Elders and that the congregation may review any action of the Board of Missions, either to approve, to disapprove, to amend, or to clarify.

The handbook makes frequent reference to missionaries who serve cross culturally. However, we also strongly advocate cross-cultural missions within our own community and country. We continue to provide financial and prayer support to such ministries and are pleased that they are part of the Global Missions Ministry of Black Rock Church.

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1.0 PURPOSE

1.1 BRC definition of missions

Under jurisdiction of the Black Rock Church Board of Missions, missions shall be defined as any cross-cultural ministry carried on outside the local congregation, not directly BRC's under dominion, the purpose of which is to fulfill the Great Commission by proclaiming the Gospel of Jesus Christ through evangelism, discipleship, church planting and church development.

1.2 Scriptural purpose of BRC's involvement in missions

1. To fulfill the Great Commission of Christ (Matt. 28:18-20)
2. To share Christ's heart for the world (Matt. 9:36-38; Gal. 6:9-10)
3. To proclaim the Gospel to all and see many brought to saving knowledge of God. (John 3:16; Acts 1:8; Romans 10:13-15)
4. To build up the body of Christ through discipling (Eph. 4:12-16)
5. To minister to the totality of human need (Matt. 22:37-39; Gal. 6:9-10)

1.3 Rationale and purpose of this Policy Statement

1. To establish a clear sense of God's direction for our congregation in global missions
2. To facilitate decision making in a planned and intelligent manner
3. To provide guidance for allocation of missions budget
4. To educate new BOM members, allowing them to familiarize themselves with the general direction and specific aspects of BRC's missions ministry
5. To maintain consistency as BOM membership changes
6. To have clearly defined policies available for the pastoral staff, Board of Elders, and BRC membership
7. To promote thoughtful evaluation of crucial issues
8. To define the relationship of BRC to both the missionary and the sending agency

1.4 Flexibility of interpretation and exception to policy

It is intended that these policies be adhered to by the BOM. Should it be advisable, exceptions may be made by approval of a two-thirds majority of the total number of voting members of the Board of Missions, in session. The vote's results must be recorded in the minutes as an exception. Exceptions should only be made after careful consideration. (See quorum requirements, Section 2.6.5d)

1.5 Revision of policy

The BOM will review the Policy at least every three years. Changes must be approved by the Board of Missions, in session, by a two-thirds affirmative vote.

When a change or addition is made in policy, the old page(s) are to be removed immediately from all the BOM, library and other staff copies and new page(s) inserted. The Elders must approve substantial changes.

2.0 STRUCTURE AND SIZE OF BOARD OF MISSIONS

2.1 BRC constitution and by-laws' mandate for BRC Board of Missions

The mandate for the BRC Board of Missions is established in the 1987 revision of the Constitution By-laws of Black Rock as follows:

Section 15. Board of Missions. The Board of Missions shall consist of at least nine elected members. Their term of office shall be three years, with approximately one third of the terms expiring each year. Members elected to fill unexpired terms shall serve only until the expiration of such term unless reelected. Any member who has served for three consecutive years shall not be eligible for reelecting for at least one year. The Board of Missions shall be responsible for the missions program of the church, shall constantly review the needs of present missionaries, and recommend appropriate adjustments in financial support. They shall also screen, interview, and recommend new missionaries and programs to the church for consideration of support. All expenditures of missionary monies must be approved by the church. The Board of Missions shall direct the Missionary Treasurer in the disbursal of funds in accordance with the approved program of the church. The Missionary Budget after approval by the Elders shall be posted on the church bulletin board at least two Sundays prior to the Annual Meeting and individual copies shall be published and distributed to church members at the same time.

2.2 Board of Missions structure

Because of the latitude in wording in *Section 15* the Board of Missions shall currently consist of:

1. At least twelve elected members
2. Ideally one-third of members shall be elected at each annual meeting
3. Pastor of Global Missions from pastoral staff as a voting member
4. The BOM may request an Elder's presence at a meeting in order that Elders might gain an understanding of an issue which the BOM is discussing
5. The elected Treasurer of the Board of Missions to serve as a voting member
6. The Director of Missions as a voting member

2.3 Eligibility to serve as a voting Board of Missions member

1. A member of Black Rock Church
2. Meet qualifications of job description (Addendum 1)

2.4 Selection of Board Members members

Members will be elected in accordance with the church constitution. Representation is sought from all adult age groups in the congregation

2.5 Term of office

1. Three years, except for Pastor of Global Missions and the Director of Missions who will serve on a continuous basis
2. Members elected to fill unexpired term shall serve until the expiration of such term unless reelected
3. Any person who has served three consecutive years shall not be eligible for reelecting for at least one year
4. The BOM Treasurer shall be elected each year by the congregation at the Annual Meeting and thus may serve multiple consecutive years.

2.6 Officers, manner of selection, and duties

1. The Chairman shall be elected by the Board of Missions at the first meeting following the annual church meeting and shall have previously served on the BRC BOM. Responsibilities include:
 - a. Collectively with the Executive Committee, prepare the agenda and preside at meetings
 - b. Nominate the vice-chairman
 - c. Cooperate with the Pastor of Global Missions and church boards in developing, coordinating, and administering the overall missions program

- d. Represent Black Rock at annual consortium meetings.
 - e. Serve ex officio on all missions committees
 - f. Be responsible for developing, in conjunction with the Pastor of Global Missions, long-range missions programs complete with goals and for integrating these with the long-range plans of the entire church
 - g. Be responsible to ensure review of missions policy handbook every three years
 - h. In conjunction with the Pastor of Global Missions, insure that the congregation is made aware of significant decisions made by the Board of Missions
 - i. Shall co-chair the Executive Committee with the Pastor of Global Missions
 - j. Shall present, in conjunction with the Pastor of Global Missions and the Missions Treasurer, the annual BOM budget
2. The vice-chairman shall be nominated by the chairman from the membership of the Board of Missions and confirmed by the BOM.
- a. The vice-chairman shall preside at meetings in the absence of the chairman
 - b. Shall be appointed to the Executive Committee
3. The Director of Missions shall be a member of the Pastoral Staff and:
- a. Keep minutes of the meetings of the BOM
 - b. Type and distribute minutes to BOM members with monthly meeting agenda
 - c. Notify BOM members of meetings
 - d. Prepare and send correspondence as requested by the Chairman
 - e. Maintain BOM records in an orderly fashion
 - f. Serve as a voting member of the Board of Missions
 - g. Perform duties as outlined in her Job Description and report to the Pastor of Global Missions
4. Treasurer shall:
- a. Be elected by the congregation at the Black Rock Church Annual Meeting and shall be a voting member of the Board of Missions
 - b. Be authorized to sign and mail checks for payment of items in the mission budget and designate funds as authorized by the Board of Missions. Checks in excess of \$5,000 shall be cosigned by Pastor of Global Missions or Executive Director.
 - c. Shall give a financial report at each regular BOM meeting
 - d. Shall submit a fiscal year-end report to the church clerk for the annual meeting and shall assist the chairman of the BOM in the presentation of the Missions Budget at the Annual Meeting
 - e. Submit monthly report to BOM for publication in bulletin on receipts versus budget on a discretionary basis
 - f. Serve as a member of the Executive Board subcommittee
 - g. Treasurer shall have missions bank statements and canceled checks examined on a monthly basis by a BOM-appointed individual from the church staff or Board of Missions
 - h. Shall be bonded as required by BRC Bylaws
5. BOM Meetings
- a. Shall be held at least once a month
 - b. Special meetings may be called by the Chairman
 - c. Chairman, or Vice-chairman, or Pastor of Global Missions must be present
 - d. Quorum consists of Chairman, Vice-chairman, or Pastor of Global Missions plus six other members
 - e. A majority vote carries the motions except when the BOM is making an exception to a specific policy. If a motion is made to grant an exception to the Missions Handbook, a two-thirds vote shall be required and the exception to the policy shall be noted in the monthly minutes.

3.0 RESPONSIBILITIES OF THE BOARD OF MISSIONS

3.1 Stimulate prayer

The Board of Missions shall stimulate the congregation to pray for our own missionaries, missions organizations and global evangelization

1. Encourage prayer for missions by presenting news and needs from the pulpit, at informational meetings, through written materials, and electronic media, and seeking Black Rockers to serve as prayer partners. Prayer shall be the highest priority of the Board of Missions.

3.2 Educate congregation

1. Identify and implement ways to broaden participation and active support of each of Black Rock's multiple ministries in world missions
2. Encourage the congregation to employ hospitality to visiting or resident missionaries and use of them as speakers at prayer meetings, adult classes, multi-site campuses, Prayer Partner meetings, Community Groups, etc.
3. Encourage correspondence and personal visits with missionaries
4. Encourage participation in mission related activities
5. Encourage student participation in Urbana Student Missions
6. Encourage scheduling of missionaries in Community Groups, adult Sunday school classes, prayer meeting, etc.

3.3 Stimulate, recruit, train, and send out candidates for missionary service

1. Continue to foster, within the congregation and on the Board of Missions, a deep commitment to pray for BRC missionaries.
2. Encourage BRC members and attendees to be actively involved in Global Missions through STAMP trip participation, faithful giving to Global Missions, and Annual Missions Conference and Outreach Festival attendance.
 - a. STAMP trips
 - b. Faithfully giving to missions
 - c. Pulpit appeals
3. Provide counseling for those seeking to know God's will concerning possible future missions service
4. Assist potential candidates with field placement

3.4 Prepare Global Missions Budget for congregational approval

1. Recommend additions to or deletions from the missionary support list
2. The Missions Budget support shall consist of 10 parts
 - a. Category A Ministry to 10/40 Window or Unreached People Groups / International Student Ministry
 - b. Category B Support of 10/40 Window or Unreached People Groups
 - c. Category C Overseas Ministry outside of 10/40 Window or Unreached People Groups
 - d. Category D Support of Overseas Ministry Outside of 10/40 Window / Unreached People Groups
 - e. Category E U.S. Based Student Ministry
 - f. Category F Disaster Relief, AIDS, Famine Relief
 - g. Category G Education and Support of Global Outreach
 - h. Category H Support of Retired Missionaries
 - i. Category I Local Cross Cultural Ministry
 - j. Category J Missionaries / Ministries not Cross-Cultural
3. Funds shall be raised through an annual faith promise program

3.5 Coordinate and conduct an Annual Global Missions Conference in the spring and ensure that a Fall Outreach Festival take place each year.

3.6 Set goals each year for development of Black Rock missions

Goals shall be significant, achievable, measurable, and manageable. This, however, should not preclude that some goals will involve a step of faith.

3.7 Keep missions policies consistent with BRC Statement of Faith

3.8 Assist other churches in advancement of their global missions commitment

3.9 Evaluate BRC missionaries

The Board of Missions is responsible for evaluating BRC-supported missionaries in regard to Section 1.2 of this handbook. The evaluation is based primarily on missionary annual reports, an annual report from their sending agency, and missionaries' self-evaluations while on home assignment. The relationship of missionaries with the people among whom they work should be carefully evaluated, as well as their relationships with fellow missionaries.

3.10 Evaluate BRC missionaries' sending agencies

The agency under which a supported missionary serves is evaluated when the missionary is considered for support. The relationship of the agency to the national church overseas will be carefully considered.

3.11 Evaluate other BRC-supported ministries

The Board of Missions is responsible for evaluating all other ministries, agencies, and projects in regard to Section 1.2 of this handbook. United States-based ministries and overseas institutions will be evaluated periodically. Financial reports, periodicals, reports from our supported missionaries familiar with these ministries, and other sources of information will be considered.

3.12 Board of Missions Subcommittees

1. Missionary Care/Missions House

- a. Shall oversee the missions house including scheduling occupancy, cleaning and maintenance in accordance with the agreement with the Finance & Property Committee.
- b. Shall arrange proper hospitality care for visiting missionaries including transportation, housing or other needs. Oversee reception of prayer partners and visiting missionaries.

2. Missionary Prayer and Correspondence

- a. Shall encourage BRC members to pray and correspond with missionaries, in part, by creating and revising prayer cards for BRC-supported missionaries and mission organizations.
- b. Shall distribute suggestions for daily prayer and correspondence guidelines to members.

3. Executive

The Executive Board will be composed of the Chairman, Vice Chairman, Mission Treasurer, Pastor of Global Missions and Director of Missions. The Chairman of the Board of Missions and the Pastor of Global Missions shall co-chair this committee. The executive committee shall:

- a. Provide prayer for, advice and guidance to the Pastor of Global Missions.
- b. Set the agenda for the monthly Board of Missions meeting.
- c. Conduct the initial meeting of prospective candidates for support and make support recommendation to the Board of Missions.
- d. Compose the preliminary annual budget to be submitted to the BOM for approval and shall handle other administrative details.
- e. Formulate theme and choose speakers for Annual Missions Conference.

4. STAMP (Short Term Adult Missions Program)

The STAMP Committee shall oversee short term programs that are from one week to 30 days in duration. They shall:

- a. Approve all Black Rock STAMP trips and leaders of trips
- b. Interview applicants if necessary
- c. Review submitted STAMP evaluations

5. Education
Plan and implement educational activities for adults, students, and kids ministries that educate and stimulate interest and participation in Global Missions.
6. Missions Conference
Each Board of Missions member shall help plan and execute the Annual Global Missions Conference.

3.13 Ad hoc or special subcommittees

Ad hoc or special subcommittees may be formed as deemed appropriate and necessary by the Executive Committee and approved by Board of Missions.

4.0 SELECTION AND SUPPORT OF MISSIONARIES

4.1 Doctrinal requirements

1. All BRC-supported missionaries must be in agreement with BRC Articles of Faith (Addendum 7). Additionally, each sending board and BRC-supported ministry must have a doctrinal statement that is in agreement with BRC Articles of Faith.
2. All BRC-support missionaries must sign and return the BRC Lifestyle Statement (Addendum 8).

BRC Articles of Faith and BRC Lifestyle Statement shall be included with the long term (addendum 5) and mid term (addendum 6) applications that candidates are asked to complete.

4.2 Fiscal accountability requirements

1. Applicants for BRC support must be accepted by a board or agency that is affiliated with ECFA or a similar agency.
2. For national cross cultural missionaries (non-US citizens) working outside North America, the BOM prefers that the missionary be under supervision of an established sending agency that provides in country supervision and support. If not affiliated with an established board, then the national ministry must demonstrate that they have established an independent supervisory board.
3. Missionaries (sometimes called tentmakers) working in limited access countries through an employment platform will be evaluated on a case-by-case basis so as not to jeopardize their access to these countries.

4.3 Support Priorities

1. Our goal is to give first priority to missionaries serving outside the U.S. in accordance with Addendum 15.
2. Recognizing the wisdom of supporting national missionaries, the Board of Missions desires to strategically support national cross cultural missionaries.
3. Support increase of currently supported missionaries will generally take priority over consideration of new applicants.
4. Cross-cultural missionaries serving in our community and country.
5. Consortium approved missionaries who fall within our strategic priorities.

4.4 Support priority guidelines

Order in which missionaries will be considered for support:

1. Black Rock candidates. We believe that the Holy Spirit calls missionaries into His service and places them where He wants. We believe that it is the responsibility of the local church to validate and confirm that call and then guide and support those whom God calls from its midst. The Board of Missions is committed to encouraging members and attendees to prayerfully consider God's call to a career in global missions. Individuals called from BRC shall be given highest priority.
2. Consortium missionaries qualifying under consortium requirements.
3. Other missionaries. The BOM will strive for a balance which shall take into account the following criteria:
 - a. Believing that Christ has called us to make disciples of all nations, we seek to proclaim the gospel especially among those who have not yet heard the gospel or do not have any reasonable access to hear the gospel. To that end, the BOM desires that its missionaries work among people groups or nations with a population which is 2% or less evangelical Christian. (Addendum 15)
 - b. Overseas versus home missions: The BOM acknowledges the validity of home missions and also recognizes the urgent needs of almost three billion people who have never heard the gospel. Priority will be given to missionaries going to the least evangelized countries or people groups or to countries in the 10/40 window.
 - c. National institutions training church planters and nationals intending to serve cross-culturally shall be of special interest for support.

4. Local Evangelism: The BOM believes that local evangelism is very important but if it is not cross cultural, funding should primarily come from the BRC Local Ministry Budget. Because certain local evangelism ministries have historically been part of the Global Missions Budget, some local non-cross cultural ministries will be included. The budget total in this category shall not exceed 10% of the total Global Missions Budget.

4.5 Criteria for initial support level of new missionaries

The following criteria shall be used to determine initial financial support for newly approved missionaries.

1. BRC member for more than three years and has a history of regular attendance and high involvement in BRC ministry (up to 30% of monthly support need)
2. BRC member for three years and has a history of regular attendance with at least some involvement in BRC ministry (up to 25% of monthly support need)
3. BRC member for less than three years and attends regularly with at least some involvement in BRC ministry (up to 20% of monthly support need)
4. Former members or those who attended regularly and had at least some involvement in BRC ministry (up to 20% of monthly support need)
5. Consortium candidates from other churches (10% of monthly support)
6. Those who have never been BRC members but have had significant involvement in BRC ministry (up to 15% of monthly need)
7. Those serving in a target area as defined in Section 4.4 (up to 20% of monthly need)
8. Those who have never been a member of BRC and have not been involved in BRC ministry should not be supported unless there are extenuating circumstances (shall not exceed 10%)

Possible extenuating circumstances may include growing up at BRC, being influenced to trust Christ or mature in Christ through the ministry of BRC, having a strong relationship base within BRC such as family and/or friends, being the child of career or retired BRC missionaries, or having parents who are active BRC members.

4.6 Maximum continued financial support

A BRC-member missionary is eligible to receive up to 50% of total support required.

4.7 Honorarium for visiting missions speaker

When a missionary or missions spokesman is invited to speak at BRC, they shall be compensated for their travel expenses and paid an appropriate honorarium. The visit should be coordinated with the pastoral staff.

4.8 Missionary retirement

Retirement policy and planning is the responsibility of the sending agency under which the missionary has served. A BRC missionary who has served for at least 20 consecutive years may be a candidate for receiving retirement support from BRC. Funding shall be part of the BRC Global Missions Budget. Missionaries supported by BRC who have reached retirement but have not completed 20 years of consecutive service may be considered for retirement support as deemed appropriate by the Board of Missions. Prayer supporters will not continue except through specific Black Rocker's request.

4.9 Emergency fund

Board of Missions may consider establishment of special funds for emergency needs.

4.10 Mid-term definition

Mid-term shall be defined as a term of service of two to four years. The Board will be available to offer help and counsel in selecting a program and agency. Applications should be submitted not less than two months and preferably 3-6 months in advance. The criteria for support shall be in accordance with 4.5.

4.11 Criteria for selecting mid-term candidates

1. Preferably a member of BRC
2. Gives evidence of a consistent, exemplary Christian life
3. Demonstrates an interest in world missions and a willingness to consider world missions as a possible career
4. Has obtained parental approval if a minor
5. Is qualified to do the work anticipated
6. Preferably has participated in a BRC STAMP trip or other short term trips
7. Priority shall be given to a mid-term candidate who is going to a 10/40 country or to a country with fewer than 2% evangelical Christians

4.12 Support of nationals

BRC is committed to supporting missionaries who cross cultural barriers. Priority is given to supporting missionaries who are sent out by BRC, as elaborated in Section 4.3 (support priorities) and 4.4 (support priority guidelines). Additionally, the BOM believes that a portion of the annual missions budget should be used to support foreign nationals working as missionaries or church planters.

1. The Black Rock BOM shall consider providing financial support and human resources to national or regional training institutions such as Bible schools, seminaries, indigenous Christian publishing ministries, church planters and Christian medical training institutions. Guidelines:
 - a. Persons and projects who wish to be supported must go through the application process
 - b. We shall support church planters while encouraging them to receive support from that church plant as soon as possible.
 - c. We encourage national missionaries (those going cross cultural) to affiliate with a recognized North American sending agency (e.g. Wycliffe, World Vision) or with a national mission board.
 - d. The BOM shall exercise utmost care in providing financial aid to insure that those supported are not living in an economic position substantially different from other national workers or pastors.
 - e. At least twice a year, in order to continue receiving support , national missionaries, church planters, and multi-year projects receiving support must communicate with the BOM regarding their work in order to continue receiving support (see Section 5.1). The Board of Missions will annually review support level to determine ongoing support.
 - f. The BOM's desire is for national missionaries to eventually come under support and care of their national sending church; the Board of Missions will review their support every three years to assess how they are progressing toward that goal.
 - g. In keeping with the spirit of partnership, BRC Board of Missions, with the cooperation and supervision of an established mission organization, (preferably North American), may on occasion contribute to church planting projects. The North American organization must have a close enough relationship with the local church planting agency to assure that funds are being used appropriately. Such contributions will be assessed on an annual basis.
2. The Board of Missions shall consider providing project funds for national capital expenditures.

4.13 Scholarships for nationals studying in the United States

Scholarship funds for a national studying in the United States may be considered under the following conditions:

1. The training which he desires is unavailable in his own country or similar culture.
2. The U.S. program of study was recommended by their national church and will enhance their ministry.
3. The student proposes to return to their own country or culture for ministry. If the national chooses to remain in the U.S., the scholarship money shall become a loan and the national shall be asked to establish a payment program to BRC Global Missions.

4.14 Scholarships for nationals studying outside the United States

A scholarship for a national studying at a seminary or Bible school outside the United States may be considered on a case-by-case basis under the following conditions:

1. The individual shall be strongly recommended by a BRC missionary who will then be considered a sponsor.
2. There shall be a recognized unique strategic or cultural purpose for the training.
3. The individual may possess exceptional aptitude for leadership.
4. The school shall be a recognized seminary or Bible school.
5. Scholarship amount shall be planned on a two-year basis with a BOM review each year.
6. In no case will funds be sent to the individual involved but will be sent to the seminary or Bible school.
7. The sponsoring missionary shall inform the Board of Missions about the progress of training on a semi-annual basis.

4.15 Support cap guideline

A missionary may present the BOM with a sending agency-authorized budget in excess of \$100,000 but the BOM shall cap the budget request at \$100,000. For example, if a budget of \$125,000 is submitted, BRC's Board of Missions shall consider the request to be for \$100,000 and give the appropriate percentage of \$100,000 for the category of which the missionary is a part.

4.16 New career missionaries

All new career missionaries shall be approved with the understanding that at the end of their first term, their ministry shall be evaluated to determine whether (1) it is in accord with BRC's Board of Missions ministry objectives and (2) they are meeting these ministry objectives successfully. The evaluation process shall be initiated by the Executive Committee, followed with action by the entire Board of Missions to determine whether Black Rock will continue the missionary's financial support.

Missionaries shall be informed of this evaluation process at the time that they complete their application and shall be asked to agree to this policy by signing the BRC Missions Covenant.

4.17 Missionaries returning to U.S. to serve stateside

The BOM desires to allocate a majority of the Global Missions Budget to missionaries serving cross culturally outside the U.S. If a BRC-supported missionary returns from overseas to serve in the U.S., he/she must submit a new support application. In accord with 4.4.3.D, the BOM believes that priority should be given to missionaries serving outside the U.S. Missionaries should not assume that BRC support will continue if they return to serve in the U.S.

4.18 Missionaries changing sending agencies

Missionaries intending to change sending agencies must notify the BOM and complete a Sending Agency Change application. (Addendum 10)

4.19 Local ministry approval – writing of policy is pending

5.0 RELATIONSHIPS WITH MISSIONARIES

5.1 Missionary Covenant & Lifestyle Agreement

Each new missionary will sign and return a copy of the Missionary Covenant (Addendum 9) and Lifestyle Statement (Addendum 8).

5.2 Missionary Requirements/Expectations

1. Support

A BRC-supported missionary may not actively solicit financial support from established groups in the church such as adult classes, Community Groups or other specific ministries. This does not, however, prohibit sharing of information on support needs in newsletters circulated to the missionary's general mailing list, nor does it prohibit the personal seeking of support from individuals in the congregation.

2. Correspondence

The BOM expects to receive correspondence from each BRC-supported missionary at least quarterly in the form of newsletters, e-mails or other electronic or surface correspondence but the BOM would also like to receive personal correspondence occasionally.

3. Home Ministry Assignment

- a. BRC-supported missionaries, other than national missionaries, should visit BRC at least once every four years. The missionary will meet with the Pastor of Global Missions or the Board of Missions at least once every four years, and report to the congregation by participating in adult classes, prayer meeting, Community Groups, Sunday services, multi-site activities, missions conferences and/or small group meetings. Reports in Sunday services, classes or prayer meetings are coordinated through the Pastor of Global Missions.
- b. Home Ministry Assignment shall be granted in accordance with the sending board's policy. Any home assignment in excess of one year must be approved by the BRC Board of Missions. Home assignment in excess of one year may be for such things as medical leave, schooling, etc. Exceptions must be noted in official BOM minutes.

5.3 When support begins

Support normally begins when the missionary leaves for full time language study or for the field. Exceptions may be granted and shall be noted in the minutes.

5.4 When support ends

Support may be terminated for causes such as change of assignment or agency affiliation, deviation from BRC Articles of Faith, specific incompetence or failure to fulfill responsibility to BRC as outlined in Section 5.2. Support will be terminated at missionary's effective date of resignation from his sending agency or the beginning date of a leave of absence. Regular support of a retiring missionary will terminate at the time the missionary enters into retirement status with his or her mission agency. (See Section 4.8 for further information on missionary retirement.)

Support may be terminated if the missionary has full support from other sources or in the case of assuming employment during furlough or at other times while maintaining their missionary status.

Support may be terminated when a "tentmaker's" business becomes viable and self-sufficient.

Continuation of support beyond the length of a regular or emergency home assignment will be determined by specific action of the Board of Missions after consulting with the mission agency.

Should the missionary decide to change sending agencies, support will be terminated concurrent with termination by the sending agency. In order to continue receiving support, the missionary must submit a Sending Agency Change Application (Addendum 10).

5.5 Continuing education for missionaries

The Board of Missions encourages missionaries to continually enhance their effectiveness by availing themselves of formal and/or informal educational opportunities. The budget does not provide additional study funds but the BOM may approve an extended home assignment (up to one year) for study time approved by sending agency.

5.6 MK (missionary kid) care

Recognizing that missionary kids (MKs) or third culture kids (TCKs) are an important part of the missionary family, the Board of Missions will endeavor to communicate with and care for MKs in the following ways:

1. Encourage adult classes and prayer partners to send birthday cards to MKs including high school and college age children.
2. Inform adult classes, prayer partners, and student ministries of the upcoming return of an MK to the U.S.
3. Encourage these groups to write a letter to prepare and welcome the MK to the U.S. Information should include facts about life in school, at church, and in the U.S. in general.
4. Upon a student's reentry to the U.S., encourage the appropriate adult class, prayer partners, or student group to prepare a welcome package for the MK.
5. Encourage Black Rock college-age students to write or call college-age MKs living outside Fairfield County periodically throughout each school year.
6. The Education Committee will provide addresses, ideas, resources, etc., to Sunday adult classes and other groups to enable them to fulfill the above mentioned responsibilities.
7. The Missionary Care Committee will inform the church of housing needs of MKs attending college in the Fairfield area or visiting the area during vacation times.

5.7 Education of missionary children

The BOM presumes that in setting a missionary's support levels, the sending agency has taken into consideration costs of an MKs' education. Therefore, it is considered to be the mission agency's and parents' responsibility to provide for children's education.

5.8 Men's/Women's retreat scholarships

The Board of Missions desires to encourage BRC missionaries to have extensive interaction with members of our congregation. For missionaries furloughing in the U.S., the Board of Missions shall fund registration costs for either the annual BRC Men's and Women's Retreats or the Couples' Retreat. Missionaries shall be eligible for this scholarship once every three years.

6.0 BUDGET AND FINANCIAL PROCEDURES

6.1 Preparation and approval of the Global Missions Faith Promise Budget

The Executive Committee shall prepare a proposed budget for the BOM's consideration. The Executive Committee shall review financial needs of missionaries and other items in the budget, investigate new areas of need brought to their attention, and make recommendations to the BOM. Procedure for preparation and approval of the budget shall be as follows:

1. The Director of Missions shall send annual report forms to sending agencies to ascertain the current status and support needs of all BRC-supported missionaries. Missionaries shall return forms by designated date. Failure to receive this information by this date will lead the BOM to assume that the missionary is fully supported.
2. Compilation of data will be circulated to each Executive Committee member.
3. At the January BOM meeting, the BOM shall identify and discuss needs of candidates expected to leave for the field the next fiscal year.
4. The Executive Committee will furnish each BOM member with a copy of the recommended budget before the March BOM meeting.
5. A proposed budget will be approved at the March BOM meeting and forwarded immediately to the Board of Elders and Senior Pastoral Staff.
6. If the Board of Elders does not approve the budget, they shall work with the Board of Missions until a satisfactory budget is completed. The Board of Elders shall approve the missions budget as part of the total church budget.
7. The congregation will approve the Global Missions Faith Promise Budget at BRC's Annual Meeting.

6.2 Evaluation and revision of support

1. The BOM shall annually check with sending agencies and missionaries to see if BRC missionaries are adequately supported (see Section 6.1). Decisions to increase support should take into consideration factors listed in Section 4.4.
2. Other reasons for increasing missionary support may include increase in the cost of living, addition of spouse or child or loss of support from another source. Reasons for decreasing financial support may include overly sufficient support level, change in assignment or location, employment (full- or part-time or during home assignment) outside the sending agency, or when dependent children become financially self-sustaining.
3. Support increases are usually determined at the time of annual budget preparation. The Board of Missions is also authorized to provide increases in support during the year if funds allow.

6.3 Missionaries lacking adequate support

In the event that a missionary lacks adequate support, the Board of Missions may:

1. Alert the congregation and the missionary's prayer partners to pray for the need.
2. Investigate the possibility of increasing BRC's annual support.
3. If increasing monthly support is not possible, endeavor to give an extra one-time grant.
4. Recommend the missionary to other churches for support consideration if the BOM and the missionary consider this advisable.

6.4 One-time grants

The Board of Missions may approve one-time grants to be paid out of "special fund" or "other projects" portions of the budget.

6.5 Special projects

The Board of Missions may from time to time encourage the congregation to contribute toward a special project not included in the Global Missions Budget, for the benefit of the project as well as a means of congregational education. Such special projects shall be submitted to Elders for approval. Special projects may also be funded by bequests or large one-time gifts.

6.6 Handling designated giving and special transmissions

1. The Board of Missions shall accept designated gifts if the purpose for which the gift is designated is a BOM-approved project. Designated giving should be for specific, one-time projects only.
2. Designated missions giving shall be honored and forwarded when the designee meets criteria for support selection (Section 4.2). The donor is responsible for providing all necessary information. In the event that the donor's intentions cannot be honored, funds will be returned to them with an explanation.
3. Expenditures for projects--special and regular--shall be limited to the amount approved by the Board of Missions.
4. Contributions that are less than \$500 and designated for support of any individual or ministry within the missions budget shall be treated as regular giving to meet budget commitments.
5. When a donor intends to give a missionary a personal, birthday, or Christmas gift, as distinguished from a contribution toward ministry, the gift must be treated as a special transmission and does not qualify for donor tax deduction. Donors should send such gifts directly to the missionary or their sending agency rather than through the church.

6.7 Fund shortage policy

1. The Board of Missions shall endeavor to maintain a fund balance equal to one month's budget. Should a shortage of missions funds occur, the BOM shall:
 - a. Notify the pastoral staff, Board of Elders and Finance and Property.
 - b. Inform the congregation as to the deficit amount and urge them to give and pray.
2. Should the shortage of missions funds continue, the BOM shall:
 - a. Apply surplus from previous year, if any, to help meet shortfall.
 - b. Not approve any new projects.
 - c. Reduce or eliminate expenditures in Developing and Equipping for Missions (Category G). This category includes:
 - Board of Missions Discretionary
 - STAMP Scholarships
 - Missions Conference
 - New Missionaries
 - Pastoral Travel
 - Student Ministries STAMP Scholarship
 - d. Evaluate expenditures and make reductions in the budget in the following priority:
 - Category J not cross cultural
 - Category F development, disaster relief, AIDS
 - Category I local cross cultural ministry
 - Category E U.S.-based student ministries
 - Category H retired missionaries
 - Category D U.S.-based ministry not supporting 10/40 window, unreached
 - Category C overseas ministry outside of 10/40 window/unreached people
 - Category B support of 10/40 window
 - Category A ministry to 10/40 window/unreached people
3. Support that has been reduced or discontinued temporarily may be made up during the fiscal year as funds permit and will be done so at discretion of the BOM. Reduced or temporarily discontinued payments shall not be made in addition to regular budget commitments the following fiscal year.

6.9 Provision of vehicle

The Missionary Care subcommittee shall solicit BRC attendees for loan of a vehicle for visiting BRC missionaries. If a loaned vehicle is not secured, the Pastor of Global Missions may authorize rental of a vehicle for a week. Rental will be paid for by BOM.

7.0 ADMINISTRATION OF MISSIONS PROCEDURES

7.1 Visiting missionaries on the field

1. The Board of Missions encourages the Pastor of Global Missions to visit missionaries on the field, especially those serving their first term overseas. The Board of Missions shall fund at least one overseas trip per year for this purpose.
2. The Board of Missions also encourages traveling members of the congregation to visit BRC missionaries.
3. The BOM may partly or fully subsidize expenses of a staff member or lay leader to visit our missionaries on the field. A report of such a visit will be given to the Board of Missions.

7.2 Expense of attending conferences

The Board of Missions shall send representatives to conferences (i.e. Urbana) and meetings (i.e. OMSC) designed to inform and stimulate interest in missions. Such representation may include pastoral staff, Board of Missions members, or others from the congregation as designated by the Board of Missions.

7.3 Representation on outside boards and committees

The Board of Missions may approve one or more representatives from the Board of Missions and/or the congregation to serve on regional and/or national boards or committees whose purpose is to inform and stimulate missions interest. Such approval must precede election or appointment. Travel and other expenses shall be paid, as approved, for the term of service. Such expenses shall be paid from budgeted funds for meeting attendance as stated in Section 7.2. The representative will be responsible for periodic reports to the Board of Missions.

7.4 Thanksgiving Offering

Each Thanksgiving, the congregation has the opportunity to contribute toward a special Thanksgiving offering. The offering is given to one or more ministries to help meet people's physical needs. The Board of Missions shall determine which ministry will receive the funds and notify the Board of Elders.

7.5 Addendums to Policy Manual

Addendums and administration forms may be added to this document by a two-thirds vote of Board of Missions and shall be construed as part of this policy handbook.

Addendum 1

Board of Missions Member Criteria for Selection and Job Description

I. Criteria for Selecting Members of the Board of Missions

The Board of Missions may be made up of men and women of various ages and backgrounds. Nominees for the Board of Missions should only be those Black Rock Church members who have demonstrated the following:

- A. Spiritual maturity
- B. Active church participation
- C. A deep interest in missions
- D. A willingness to make a substantial time commitment to Black Rock's missions ministry
- E. Dependability and responsibility in discharging assigned tasks
- F. A willingness to learn the missions policy of BRC

These criteria will be given to the chairman of the Nominating Committee prior to their consideration of nominees for the Board of Missions.

II. Job Description

- A. Dedication to the Great Commission (Mt. 28:19, 20) and to the balanced world evangelism vision of Acts 1:8.
- B. Shall be able to meet a minimum of once each month.
- C. Shall be willing to gain familiarity with and support our missionaries. Typical assignments include interviews, promoting missions projects, assisting at Missions Conference and Missions Dinner.
- D. Shall be a prayer partner of one or more BRC missionaries.
- E. Shall serve on one of the BOM subcommittees: Education, Missionary Care/Missions House, Prayer/Correspondence, STAMP or Executive
- F. Shall make decisions regarding expenditure of mission funds and preparation of the mission budget
- G. Shall seek to be a missions champion who faithfully encourages and supports the missions ministry of BRC
- I. Shall seek to go on one STAMP trip during their three-year term
- J. Shall maintain his/her missions notebook and keep the policy and minutes sections current
- K. Shall actively serve on the missions conference subcommittee
- L. Shall become thoroughly familiar with the Policy Handbook.

Addendum 2

Mission House Policy Statement

Purpose

The primary purpose of the mission house (MH) is to furnish housing for missionaries of Black Rock Church (BRC) during their home stay periods.

Usage

The MH shall be used for church purposes in the following order of precedent:

1. Home assignment housing for missionaries of BRC.
2. Home assignment housing for other missionary applicants.
3. Housing for missionaries in transition to new careers.

MH Coordinator

The coordinator shall work closely with the Director of Missions and together they shall:

1. Schedule requests for MH occupancy.
2. Insure that the MH is ready for occupancy for next guest.
3. Arrange any necessary cleanup of MH after guest has vacated.
4. Answer queries from guests regarding MH.
5. Report to the Board of Missions on status and problems.
6. Coordinate with Finance and Property Committee as necessary.

Scheduling

See Scheduling Policy.

Board of Missions Responsibilities

The MH is church property and under BRC bylaws and is, therefore, under the care and jurisdiction of Black Rock's Finance and Property Committee. The following responsibilities are accepted by the Board of Missions.

1. Use and scheduling of the MH.
2. Care, upkeep, and replacement of MH furnishings, including appliances.
3. Interior decorating of the MH.

Addendum 3

Missions House Expense Coverage

The following understanding has been reached and is jointly agreed upon by the Black Rock's Board of Missions and Finance and Property Committee.

Mission House expenses will be paid from the Global Missions Budget as covered herein.

Finance and Property Committee will assume the responsibility for overseeing the exterior maintenance of the missionary house. The furnishing and the interior maintenance shall be the responsibility of the Missions Board.

The Local Ministries Fund will pay heat (oil), water, electricity, and internet/phone bill but will also receive the monies collected from anyone occupying the Mission House. Missionary guests will be billed by the Local Ministries fund for rent (\$450/mo), electricity, half of the heating bill, and long distance telephone calls. The Board of Missions will pay the basic cable television bill every month.

The Finance and Property Committee shall have the authority to make necessary expenditures for maintenance not to exceed \$500 per occurrence without prior approval of the Board of Missions. Bills for such expenses shall be presented to the Treasurer of the Board of Missions for prior approval. Upon receipt of written approval from the Chairman of Missions, such expenses may be incurred.

The Chairman of the Property and Finance Committee shall notify the Director of Missions in writing of the F&P member responsible for overseeing the Mission House at the beginning of each fiscal year or whenever changes occur.

Addendum 4

Rental Agreement Black Rock Home Assignment House

1. The period of our stay will be from _____, 20____ to _____, 20____. However, in no event will our stay exceed 12 months. (I understand these dates are subject to the availability of a unit for the requested time period.)
2. Monthly rent will be based on “full months” and “partial months”. A “full month’s” rent will be \$450. A “partial month’s” rent will be \$15 per day. A “partial month” is when we do not have occupancy or possession for the full calendar month. Therefore, the aggregate rent for our stay will be the total of “full months” and “partial months”. All rental payments are due on the first of each month, payable to Black Rock Church. Please mark memo section, “Missionary Home Rental.”
3. We are enclosing or will cause to be sent in the very near future a housing deposit in the amount of \$100. We acknowledge that we forfeit all of this housing deposit in the following situations:
 - a. We cancel our stay prior to occupancy for whatever reason.
 - b. We leave the house or furnishings in less than good and clean condition or less than the same condition as we found them.
 - c. We fail to pay all the final bills for which we are responsible. Any amounts resulting from such bills you pay on our behalf will be reimbursed by us to you in addition to the loss of the housing deposit.
4. We will be responsible for reimbursing BRC for electricity and half of heat bills during our period of occupancy. In addition, we will reimburse BRC for the long distance portion of the monthly phone bill.
5. We will maintain and leave the house and furnishings in as good and clean condition as we found them. We further acknowledge our daily maintenance responsibility which includes, but is not limited to, cleaning, lawn care, snow shoveling, etc.
6. We will promptly notify our housing supervisor of any defect or item which needs repair of which we have knowledge or should have knowledge.
7. We will assume the responsibility and the expense of any item which needs repair or replacement due to our acts and not that of ordinary wear and tear.
8. We release you from any personal or property damage not caused by your active negligence.
9. Our tenancy is not assignable nor can we sub-let our unit without your express approval in writing. Further, we acknowledge our unit is for the use of the persons listed on our application only and no other persons will be permitted extended stay.
10. We will make no changes or alterations of or within the house without your express approval.
11. You or your agent will have free access to the house at all reasonable hours for purposes of repairing, examining, or exhibiting the same.
12. No pets will be kept in or about the house.
13. Required by insurance company regarding proper use of the propane grill:
 - Tanks should be stored at least 10 feet from the house. (max. 2 tanks)
 - The grill, when used, should be at least 10 feet from the house.

WE HEREBY IN FULL UNDERSTANDING AFFIRM THE ABOVE AND ACKNOWLEDGE OUR PERSONAL AND LEGAL OBLIGATION ACCOMPANYING OUR TENANCY.

Name _____ Date _____

Name _____ Date _____

Please contact Dawn Brehm (e-mail: dbrehm@BRC.org or cell: 203-209-0186) with questions or concerns during your stay.

**Addendum 5
APPLICATION FOR LONG TERM MISSIONS SUPPORT**

Black Rock Church • 3685 Black Rock Turnpike • Fairfield, CT 06432 • (203) 255-3401

note: If married, both husband and wife need to fill out separate forms. For duplicate information, such as financial information, only one member of couple need provide information. Please use back of sheet for additional space, if needed. Please type or print neatly.

Date _____

PERSONAL DATA

| | |
|------------------------------|-----------------------|
| Name: | Date of Birth: |
| Address: | Phone: |
| | E-mail: |
| Married: _____ Single: _____ | If married, how long? |

If divorced, please explain circumstances on separate page.

Names and birthdates of dependents

| | |
|--|--|
| | |
| | |
| | |
| | |

Have you or a member or your immediate family ever been convicted of a felony? Yes _____ No _____

Have you completed the BRC Child Protection Screening? Yes _____ No _____

MISSION AGENCY/ORGANIZATION AFFILIATION

Name and address of Mission Agency/Organization:

| | |
|---------------|--------|
| Contact name: | Phone: |
|---------------|--------|

Denomination, if any:

State your present relationship to this agency: ___ Candidate Other _____

State when you expect to be on the field: Month: _____ Year _____

If support is approved, indicate below how check should be made out for proper credit.

| | |
|---------------|---------------------------|
| Payable to: | Memo notation, if needed: |
| Account name: | |

MISSIONS MINISTRY INFORMATION

Where do you expect to serve?

Previous experience/training relative to this area:

Correspondence address in your field (if known):

E-mail:

Phone:

Correspondence instructions or restrictions:

Briefly describe the type of ministry you anticipate and the people to whom you will minister (use separate page for additional space if necessary):

Are you considering this missions responsibility a life work? Yes _____ No _____ Explain:

Are any of the following applicable to you? Explain.

Physical disability

Financial debt (please list all major, ongoing debts)

Parental opposition

Social habits which could lessen the effectiveness of your ministry

Hesitancy to work with or under national church leaders

Briefly explain your conversion experience and missionary call.

What is (are) your spiritual gift(s)?

Briefly describe how this spiritual gift contributes to your field responsibility:

List past ministry experiences, how they confirmed your spiritual gift, and how these experiences contributed to your preparation for your missions responsibility:

Have you ever led someone to accept Christ as Savior? No ____ Few ____ Many ____

Have you ever conducted follow-up activity with a new Christian? No ____ Few ____ Many ____

What is your practice in personal prayer and Bible study?

Current church membership:

Years of membership:

Churches where you have attended / been involved

| Name of Church | Years Attended | Reason for Leaving |
|----------------|----------------|--------------------|
| | | |
| | | |
| | | |
| | | |

EDUCATION AND EMPLOYMENT BACKGROUND

Education beyond high school

| Name of school(s) | Years attended | Graduated? | Degree/Certificate |
|-------------------|----------------|------------|--------------------|
| | | | |
| | | | |
| | | | |

Other special training

| Type | Years attended | Graduation or Certificate |
|------|----------------|---------------------------|
| | | |
| | | |
| | | |

Last three employment experiences

| Employer | Type of work | Dates | Reason for Termination |
|----------|--------------|-------|------------------------|
| | | | |
| | | | |
| | | | |

Briefly describe contribution employment has made to prepare you for missions service:

Books you have read in the last 12 months:

Periodicals you read regularly:

Foreign languages studied:

Verbal proficiency _____ Writing proficiency _____ Reading proficiency _____

Travel

| Country visited | Date | Purpose |
|-----------------|------|---------|
| | | |
| | | |
| | | |

Addendum 6
Application for Mid Term Missions Support
(Two-Four Years)



Black Rock Church

Name _____ Date of Birth ____/____/____ Male ___ Female ___

Address _____

Phone _____ E-mail _____

Are you a BRC member? Yes _____ No _____ If yes, how many years? _____

If no, at what church are you a member? _____

How many years? _____

Education (including degrees held)

Briefly state your conversion experience.

What would you say are your spiritual gifts? (see I Corinthians 12 and Romans 12)

Have you ever led anyone to accept Christ as Savior? Yes _____ No _____

Have you ever conducted discipleship activity with a new Christian? Yes _____ No _____

Mid Term Service Information

Mission Board/Sending Agency _____

Address _____

Length of ministry: Number of months _____ From (m/y) ____/____ to (m/y) ____/____

Location of Service _____

Please provide as much detail as possible about your responsibilities and ministries on the field.

How do you see yourself benefiting from serving in this manner?

How likely is it that you will serve as a career missionary in the future?

Very likely ___ Likely ___ Unlikely ___ Not at all likely ___ Unsure ___

Support Requirements: Monthly _____ Annually _____ Term _____

Please list the following costs per month:

Transportation _____ Salary _____ Ministry _____ Housing _____

Other: Specify _____

Financial debt (please list all major, ongoing debts):

Support pledged to date _____ Support still needed _____

I hereby make application for support for missionary work from the Board of Missions of Black Rock Church.

- I have read the Articles of Faith and affirm that I fully accept and believe all of its contents with no reservations. (Addendum 7)
- I have read and hereby agree, to the best of my ability, to abide by the principles stated in the Black Rock Church Christ-Follower’s Lifestyle Statement. (Addendum 8)

Signature

Date

Please provide names and contact information for three references.

| Name | E-mail | Phone |
|------------------|--------|-------|
| Pastor / mentor: | | |
| Friend: | | |
| BRC attendee: | | |

Addendum 7

Black Rock Church Articles of Faith

About the Bible

- We believe in the Scriptures of the Old and New Testaments as inspired by God and inerrant in the original writings, and that they are of supreme and final authority in faith and life (2 Timothy 3:16-17; 2 Peter 1:21).

About the Trinity

- We believe in one God, eternally existing in three persons: Father, Son, and Holy Spirit (Matthew 28:19; John 14:10, 13, 16, 17, 26; 2 Corinthians 13:14).

About Jesus Christ: His Person

- We believe that Jesus Christ was begotten by the Holy Spirit, born of the Virgin Mary, and is true God and true man (Matthew 1:18, 23; Luke 1:35; John 17:11, 21).

About Human Beings

- We believe that man was created in the image of God; that he sinned and thereby incurred, not only physical death, but also that spiritual death which is separation from God; and that all human beings are born with a sinful nature; and, in the case of those who reach moral responsibility, become sinners in thought, word, and deed (Genesis 1:26-27; 2:7; Jeremiah 17:9; Ezekiel 18:4; Romans 3:23; 5:12; Ephesians 2:3).

About Jesus Christ: His Work

- We believe that the Lord Jesus Christ died for our sins, according to the Scriptures, as a representative and substitutionary sacrifice; and that all who believe in Him are justified on the ground of His shed blood (Isaiah 53:6; John 3:16; Romans 5:9, 12; 6:23; 1 Corinthians 15:3, 21; 1 Peter 2:24).
- We believe in the resurrection of the crucified body of our Lord, in His ascension into heaven, and in His present life for us there as High Priest and Advocate (Luke 24:6; Acts 1:9; Hebrews 4:14; 10:12).

About Salvation

- We believe that all who receive by faith the Lord Jesus Christ are born again of the Holy Spirit, and thereby, become children of God (John 1:12-13; 3:3; 1 Peter 1:23).

About Eternal Life

- We believe that those who have been born again have everlasting life and shall not come into condemnation, but are passed from death unto life; and that the Lord Jesus Christ gives unto them eternal life and they shall never perish, neither shall any man pluck them out of God's hand (John 5:24; 10:28-29).

About the Second Coming

- We believe in "that blessed hope," the personal return of our Lord and Savior, Jesus Christ (John 14:3; Acts 1:11; 1 Thessalonians 4:13-18; Titus 2:13; Revelation 1:7)

About Eternity

- We believe in the bodily resurrection of the just and unjust, the everlasting blessedness of the saved, and the everlasting punishment of the lost. (Matthew 25:46; John 3:36; 5:28-29; Revelation 20:12, 15).

Addendum 8

Christ-follower's Lifestyle Statement

Black Rock Church

A Good Tree Produces Good Fruit

The Bible teaches that when it comes to following Jesus, talk can be cheap. In fact, Jesus taught that some who CLAIM to be His followers are fooling themselves. He went on to encourage His church to discern between good-tree-people and bad-tree-people through the practice of examining the "fruit" of their lifestyles over time (see, Matthew 7:15-23).

While becoming a Christ-follower begins with a belief-commitment (which is summarized in our Church's Doctrinal Statement), a genuine belief-commitment in Christ will result in an accompanying behavior-commitment that Jesus calls "good fruit". This Lifestyle Statement attempts to answer the question: "What does Good Fruit look like?"

What Does "Good Fruit" LOOK Like?

The Apostle Paul picks up Jesus' reference to "good fruit" and describes the Christ-follower's lifestyle in 9 qualities he calls the "fruit of the Spirit (see, Galatians 5:22-23). Love, Joy, Peace, Patience, Kindness, Faithfulness, Goodness, Gentleness and Self-control; these 9 qualities are not the result of religious effort, they are the visible effects of the Holy Spirit indwelling a Christ-follower. These 9 qualities reflect God's perfect personality and are the identifying marks of His child:

Christ-followers display LOVE by:

- Seeking to encourage, serve and give generously to others
- Resisting all forms of hatred, prejudice, and bigotry

Christ-followers display JOY by:

- Enjoying God and other meaningful relationships
- Reflecting a spirit of gratitude and positivity
- Resisting all forms of legalism, hypocrisy and selfishness

Christ-followers display PEACE by:

- Making life choices that reflect a reliance on God rather than fear
- Resolving conflict with others, and seeking to bring harmony where there is disagreement
- Not holding grudges or bitterness against others, but showing an eagerness to give and receive forgiveness

Christ-followers display PATIENCE by:

- A readiness to trust God in a way that eliminates an angry spirit
- Refraining from a complaining or critical attitude

Christ-followers display KINDNESS by:

- Seeking to build up others through helpful speech and action
- Not being rude, vulgar or unnecessarily offensive
- Not engaging in malicious gossip, slander or other speech intended to be hurtful

Christ-followers display FAITHFULNESS by:

- Active commitment to the Body of Christ at BR including participation in regular worship and giving
- A transparency regarding personal failures that seeks help with sin-struggles
- Parenting that strives to meet the material, emotional and spiritual needs of pre-adult children
- Loving one's spouse and fulfilling vows made within a Biblically-defined marriage (between one man and one woman)

Christ-followers display GOODNESS by:

- Making life choices that reflect a reliance on God rather than fear
- Seeking justice for the oppressed and help for the needy
- Refusing dishonesty, greed or a love of money
- Refraining from all activities that are illegal or specifically condemned in Scripture
- Avoiding immodesty in dress, speech or behavior

Christ-followers display GENTLENESS by:

- Exercising power, position and authority with humility and goodwill
- Maintaining a teachable spirit that avoids a judgmental spirit against the failures of others
- Resisting all forms of violence and refusing to participate in any form of physical, verbal, emotional or sexual abuse

Christ-followers display SELF-CONTROL by:

- Making life choices that reflect a reliance on God rather than fear
- Keeping free from addictions to drugs, gambling, or other destructive habits
- Not drinking to drunkenness or otherwise abusing alcohol
- Committing to reserve all sexual activity to the context of a Biblically-defined marriage (thus refusing cohabitation, fornication, adultery and homosexuality)

Christ-followers commit to Growing in Fruitfulness over time

The Holy Spirit indwells believers to help them grow in fruitfulness over time. Even as believers grow in Christ-likeness, at the same time, they continue to fall short in each of these 9 “good fruit” areas. Signing this Statement is not a promise to be perfect. Signing this Statement is agreeing to the Biblical standard toward which all Christ-followers desire to grow under the power of the Holy Spirit.

As you find yourself struggling with lifestyle issues mentioned or not mentioned in this statement, please reach out for the resources of forgiveness, strength and spiritual growth available in Christ and His Body at Black Rock.

I hereby agree, to the best of my ability, to abide by the principles stated in the Black Rock Church Christ-Follower’s Lifestyle Statement.

Print Name

Signature

Date

Black Rock Church Missions Covenant

We believe that we are mutually responsible before God to honor our commitments to one another while obeying the Great Commission. This covenant serves to clarify and unify our work for the Kingdom.

- **Black Rock Church has these responsibilities toward you, our missionary:**
 - To uphold you and your family in prayer.
 - To make your ministry and prayer requests known in our church through the weekly prayer list, Community Group talk sheets, the missions display, and annual missions conferences.
 - To faithfully support you financially each month and to consider any special financial needs for your ministry, personal needs or emergencies as we are able by God’s provision.
 - To care for personal, emotional, and spiritual needs as we are able through correspondence and field visits by the Pastor of Global Missions.
 - To offer you practical assistance during home service as we are able.
- **You, our missionary, have these responsibilities toward Black Rock Church:**
 - To maintain an active ministry as represented to and supported by the Board of Missions.
 - To correspond with the Board of Missions at least quarterly. We prefer that you send us your monthly prayer letter or communicate at least monthly through E-mail.
 - To submit an annual report of ministry progress and financial statistics to the Board of Missions by January for consideration in budget development.
 - To visit with the Board of Missions and spend time with Black Rock families during home service. We expect you to visit us at least once every four years, preferably during either our Fall Festival or Annual Missions Conference.
 - To forward all requests for funding to the Board of Missions.
 - To advise the Board of Missions of agency and/or field location changes, changes in marital status, new family members, or major changes in ministry emphasis.
 - To faithfully contact your Black Rock prayer partners and keep them apprised of current prayer request.

Please note:

- If you return to the U.S. to work in the home office or in a U.S. assignment, Black Rock’s Board of Missions may elect not to continue financial support as we are committed to having a majority of our missionaries serve overseas.
- All new career missionaries undergo an evaluation at the end of their first term to determine continuation of Black Rock support.

By God’s grace and with His help, we covenant to honor these commitments to one another.

Missionary’s Signature _____

Date _____

Spouse’s Signature _____

Date _____

BOM Chairman’s Signature _____

Date _____

Pastor of Global Missions’ Signature _____

Date _____

“And this gospel of the kingdom will be preached in the whole world as a testimony to all nations, and then the end will come.” Matt. 24:14

Addendum 10

**BRC APPLICATION
SENDING AGENCY CHANGE**

Rationale: Black Rock's BOM believes that there are three parties involved in support of our partners: 1.) the partner, 2.) BRC and 3.) the sending agency. Realizing that circumstances may arise that would favor a partner's change in sending agencies, the BOM has adopted the following policy:

Change of Sending Agency

If a partner changes sending agencies, they shall be required to submit a "Sending Agency Change" application. It is the BOM's desire that partners notify Black Rock of the proposed change and reasons for proposed change prior to submission of the "Sending Agency Change" form. In a timely manner, the BOM shall evaluate the agency change request and determine whether to continue support, terminate support, or pursue further communication and clarification. The Board shall notify the partner of their decision and that decision shall be recorded in official BOM minutes.

Your name:

Date:

Current sending agency:

Proposed New Sending Agency Information

Agency name:

Your account number:

Address:

City, state, zip:

Phone:

E-mail:

Website:

Is this agency a member of ECFA? Yes _____ No _____

If no, please explain the agency's financial accountability policy:

When do you propose that this change takes place:

Have you notified your current agency of your change consideration? Yes _____ No _____

If yes, please briefly describe their response to your decision:

If no, please provide reason(s):

What are the primary reasons for your proposed change of agencies?

How will this change benefit your ongoing work?

Name of in-country supervisor at new agency:

Title:

E-mail:

Phone:

Name of member care personnel at new agency:

Title:

E-mail:

Phone:

Please provide any additional information that may help the BOM in their analysis of this proposed change.

Signature: _____ Spouse's signature _____

Note for clarification:

It is the desire of Black Rock's BOM that a majority of the Faith Promise budget be allocated to cross cultural workers who are currently serving outside the U.S. If a BRC supported partner returns from overseas to serve in the U.S., he/she must submit a new support application. In accord with the Policy Manual (4.4, 3D), the BOM believes that priority should be given to workers serving outside the U.S. Partners should not assume that BRC support will continue if they return to serve in the U.S.

Office Use Only

Date received:

Action:

Date recorded in BOM minutes:

Date of reply correspondence:

Financial Information

| | <u>Annual Amount (\$)</u> | <u>% of AnnualTotal</u> |
|---------------------------------|---------------------------|-------------------------|
| Salary | | |
| Salary | _____ | _____ |
| Housing | _____ | _____ |
| Soc. Sec./FICA | _____ | _____ |
| Salary Subtotal | | _____ |
| Health Benefits | | |
| Medical | _____ | _____ |
| Dental | _____ | _____ |
| Vision | _____ | _____ |
| Health Benefits Subtotal | | _____ |
| Other Benefits | | |
| Retirement | _____ | _____ |
| Life Insurance | _____ | _____ |
| Vacation | _____ | _____ |
| Other Benefits Subtotal | | _____ |
| Work Expenses | | |
| Home Assignment | _____ | _____ |
| Work | _____ | _____ |
| Conferences | _____ | _____ |
| Agency Administrative | _____ | _____ |
| TOTAL | | _____ |

Addendum 11

Black Rock Church STAMP Policy

Ministry Philosophy

It is the goal of the Board of Missions that half of our adult congregation experience cross-cultural ministry. We believe that the men and women who participate in such an experience begin to develop a greater Christian maturity and become not only more committed to global missions but also more effective church members.

Purpose

The purpose of the Black Rock Short Term Adult Missions Program (STAMP) is to foster greater awareness and understanding of foreign and domestic missions within the congregation of Black Rock by providing opportunities for adults to participate in cross-cultural ministry.

Goals

1. To help team members become more informed and motivated to be “global” Christians.
2. To help team members gain a better understanding of what missionaries actually do by observing and assisting in their work in a cross-cultural setting.
3. To help team members become more actively involved in missions upon their return.
4. To perform useful mission work.
5. To encourage BRC missionaries and to foster closer relationships between the members and missionaries of BRC.

Policies

1. STAMP Committee:
 - a. The STAMP Committee shall be a standing committee of the Board of Missions (BOM), chaired by the Pastor of Global Missions.
 - b. The committee shall be composed of at least two members from the Board of Missions and at least four “at large” representatives appointed by the BOM. Preferably one of the at large members shall be from the Youth Ministry. The at large representatives shall serve for two years and their terms shall be staggered so that two members shall be assigned on even years and two members shall be assigned on odd years. At large representatives may succeed themselves but shall not serve more than four consecutive years. They shall be appointed annually by the Board of Missions at the October meeting.
 - c. The responsibilities of the STAMP Committee shall be:
 1. Select suitable STAMP projects and submit them to the BOM for approval.
 2. Present to the BOM a proposed annual STAMP budget by January 15 each year for the fiscal year mission budget.
 3. Approve a proposed STAMP project budget presented by a team leader.
 4. Recruit potential STAMP participants.
 5. Oversee the application process.
 6. Interview and select the recommended participants for each STAMP team.
 7. Submit list of recommended STAMP team participants to BOM for approval.
 8. Assist the team leader in training and equipping team members.
 9. Review team evaluations.
 10. Make recommendations to the BOM as appropriate regarding future STAMP projects.
 11. Keep the BOM informed regarding STAMP activities and plans.
 12. Submit long term goals to BOM.

2. STAMP Team Leader

- a. A team shall be led by the Pastor of Global Missions, other pastoral staff, or an experienced person approved by the STAMP Committee, and the Pastor of Global Missions. Approved team leaders shall be asked to raise or contribute 50% of the cost of the trip. The remaining 50% shall be funded by the Board of Missions. No more than two leaders will be funded. (See #8 for Pastoral Staff Funding)
- b. The responsibilities of a team leader are as follow:
 1. Work with the STAMP Committee to recruit, prepare, and train participants in the STAMP project for which he/she is the designated leader.
 2. Work with the STAMP Committee to determine the size of the team of for which he/she is the designated leader.
 3. Inform and work with the project sponsor concerning the purpose and goals of the STAMP program of Black Rock Church.
 4. Present a specific STAMP project budget to the STAMP Committee for approval; the STAMP Committee shall insure that the budget stays with its annual budget approved by the Board of Missions.
 5. Coordinate fundraising efforts by team members. Special effort shall be made to limit the number of requests received by each congregational member for STAMP funds to no more than one solicitation per team).
 6. Distribute evaluation forms to team members following a STAMP project and to submit the evaluations to the STAMP Committee and the BOM within two months after completion of the project.
 7. Provide an account of progress with updates of financial support to team members at each meeting and to encourage and solicit compliance of commitment.
 8. Monitor individual STAMP support letters so that no Black Rock member receives more than one letter requesting support from each term.
 9. Ensure full payment or donations by each team member seven days prior to departure.
 10. Recommend to the BOM how any unspent contributions to STAMP are to be distributed upon completion of the STAMP project.

3. STAMP Team Members:

- a. Each candidate shall submit an application to the STAMP Committee prior to the designated deadline; the STAMP Committee will screen and interview all applicants and submit a list of recommended candidates to the Pastor of Global Missions for approval.
- b. Candidates for STAMP teams who have not participated in a previous STAMP project shall be given priority in selecting if the number of participants for the trip is limited.
- c. Each candidate shall have no less than ten people who have agreed to be prayer partners. The candidate shall agree to contact their prayer partners prior to and at the completion of the project.
- d. Each candidate shall agree to be involved in a pre-trip preparation program and shall make every effort to be at all pre-trip training.
- e. Each candidate shall agree to the raising of sufficient funds to meet the proposed budget. Full payment shall be made seven days prior to departure.
- f. First time team participants are encouraged to raise all of their support but are allowed to contribute up to 50% of their support if necessary.
- g. Each team member shall submit a written evaluation of the STAMP trip to the team leader within one month from return date.
- h. Failure to comply with above criteria may result in disqualification from trip.
- j. Thank you letters are to be sent to all those who provided prayer or financial support.

4. Types of Projects – STAMP projects may be one or a combination of any of the following:
 - a. Construction project (e.g., building church)
 - b. Teaching (e.g., VBS)
 - c. Outreach (e.g., evangelistic mime)
 - d. Ministry service (e.g., choir tour)
 - e. Humanitarian (e.g., medical)
 - f. Prayer (e.g., Muslim prayer teams)
 - g. Other – approved projects that meet the purpose of the STAMP program
5. Sponsorship – Each project shall have an onsite sponsor, preferably a Black Rock missionary, who can help in the planning and logistics of each project. The team leaders shall work together with the sponsor as stated in Section 2b3.

6. Frequency of STAMP Projects:

There shall be no limitation on the number of STAMP projects which may be fielded during a given year. However, it is recommended that at least one team project be planned each year.

7. Fundraising and Scholarships

- a. It is hoped that each STAMP participant shall be able to reach his/her financial support goal. If after due diligence, a participant cannot reach this goal, they may apply for a scholarship. A STAMP scholarship line item shall be included in Faith Promise Missions Budget each year.
- b. A scholarship applicant must be a regular attender of Black Rock Church.
- c. Scholarship applications should be submitted two weeks prior to departure.
- d. Scholarship may be up to one-third the cost of the trip, but shall not exceed \$500 per applicant.
- e. Scholarships are only available to first-time STAMP participants or STAMP participants who have gone on previous trips but have not requested a scholarship.
- f. Approval of scholarships shall be granted at the discretion of the Pastor of Global Missions.

8. Pastoral Staff

The BOM recognizes the value of members of the pastoral staff leading STAMP trips. Members of the pastoral staff shall be asked to fundraise or contribute 50% of the cost of the trip. Pastoral staff shall be eligible for matching grants up to half of the trip cost, funded by the Board of Missions. Members of pastoral staff are asked to adhere to the STAMP leaders' responsibilities (#2 of policy).

9. Children on STAMP Trips

When the proposed trip application is submitted to the STAMP subcommittee, the application shall indicate whether the trip is appropriate for children. If children under 18 are to be included in the trip, their funding shall be included in the budget requirement. Inclusion of STAMP team members' children shall be at the discretion of the STAMP committee at the time of application.

Addendum 12
Black Rock Church
STAMP Application - Short Term Adult Missions Program

Location of trip for which you are applying _____

Leader of trip _____ Dates of trip _____

Personal Information

Name _____ M/F _____ DOB ___/___/___

Address _____
(Street) (City/State) (Zip)

Home # _____ Cell # _____ E-mail _____

Passport # _____ Name as it appears on passport _____

Ministry Experience

Are you a member or attendee of BRC? _____ Yes _____ No

If no, what church do you attend?

| | Location | Date |
|--|----------|-------|
| List any past missions trip you have taken | _____ | _____ |
| | _____ | _____ |

List other ministry experience (ex. Taught VBS at BRC in 1996)

Spiritual Life

Have you accepted Jesus Christ as your personal Savior? (i.e. Are you a Christ follower?) _____ Yes _____ No
_____ Uncertain

Please briefly tell us when and how you came to accept the Lord into your life.

Please explain why you wish to go on this trip.

What do you feel is your spiritual gift (see I Cor. 12, Rom. 12)?

How do you think you would personally benefit from this trip?

Skills

Skills you have that can be used on this trip: ___ Carpentry ___ Electrical ___ Plumbing ___ Painting
___ Teaching ___ Computer ___ Photography
Music: ___ Voice ___ Song Leading ___ Instrument _____
Other: _____
List any foreign language(s) you speak _____

Health

How would you describe your current health? ___ Excellent ___ Good ___ Fair ___ Poor
Comments:

Are you on any prescription medication? Yes ___ No ___ (Please list) _____
Do you have any allergies? Yes ___ No ___ (Please list) _____
Health insurance company: _____ Policy No. _____

Financial Support

Participants are required to submit a \$100 nonrefundable deposit payable to BRC. Funds must be raised through financial supporters. **Full payment** is due seven days prior to departure.

I accept the responsibility of raising or contributing the required funds for the trip. I understand that the entire cost of the trip must be submitted to BRC seven days prior to the departure date.

Signed _____ Date _____

Prayer Support

Additionally, you will need to recruit eight prayer partners. List those eight people and indicate those who attend Black Rock by placing an asterisk (*) by their name.

Waiver

If accepted for this trip, I will participate voluntarily and of my own free will. I will not hold trip leaders, the sponsoring mission board, missionaries, or BRC responsible for any accident, injury, illness or other personal loss that might result from this trip. I authorize trip leaders as my agents to consent to any emergency treatment that is necessary in the case of accident or illness which is deemed advisable. I will submit to trip leadership and maintain a cooperative spirit in all activities. To the best of my ability, I will participate in trip preparation and evaluation sessions. If I am receiving disability benefits, I will provide a letter from a physician stating activities in which I can participate. If I do not have health insurance coverage, I agree to purchase a policy specifically for this trip.

Signature Date

Parent's Signature (if under 18) Date

For Office Use Only

Date of Interview _____ Accepted _____

Scholarship Application

Addendum 13

STAMP Scholarship Application

The Board of Missions feels that fund raising is an educational tool that helps STAMP participants better understand how a missionary typically raises financial support. We encourage you to view fund raising as a growing and faith-stretching experience. However, we do not wish lack of funding to preclude you from participation in a STAMP trip. Scholarship funds covering up to one-third, not to exceed \$500, of a trip's total cost are available.

Required

1. Applicant must be a first-time STAMP participant.
2. Applicant must be a BRC member or regular attendee.
3. Application must submit this form to the Pastor of Global Missions two weeks prior to the STAMP team's departure.

Scholarship applicant, please complete the following:

Name _____ Phone _____

Trip destination _____ Dates of trip _____

Cost of trip _____ Date Submitted _____ E-mail _____

1. Is this your first BRC STAMP trip? Yes ___ No ___
2. How many of the pre-trip training session have you attended? (circle) 1 2 3 4
3. How many support letters have you sent? _____
4. How many financial supporters do you currently have? _____
5. How many prayer supporters do you currently have? _____
6. How much total financial support do you currently have committed? _____
7. Did you send a "second batch" of support letters? Yes ___ No ___
8. How much money can you submit for your own support?

Briefly state your reason for applying for scholarship funding. (For instance, "I recently graduated from college and my friends are not in a financial position to give," or "I am new in church and don't have many contacts yet at BRC," etc.)

Team leader, please complete the following:

1. Has the applicant sent out a sufficient number of letters? Yes ___ No ___
2. Has the applicant been diligent in attending the pre-trip training sessions? Yes ___ No ___
3. Has the applicant done “due diligence” and been conscientious and timely in sending out letters and seeking support? Yes ___ No ___
4. This form must be submitted two weeks prior to the STAMP team’s departure.
5. The maximum scholarship amount is \$500 or 1/3 of the trip’s cost, whichever is less.

Please comment on any of these items and the applicant’s reason for applying for scholarship.

Pastor of Global Missions comments:

Date: _____

Pastor of Global Missions’ initials: _____

Amount approved: _____

Not approved: _____

5. When you return home, friends and family may ask you if they should go on a future STAMP trip. Briefly share how you would answer.

6. What are your plans, within the next two weeks, to share your trip with others?

Final comments:

Please return this form to your team leader prior to departure.

Addendum 14 B

STAMP Evaluation

Name _____

Date _____

Trip destination _____

Trip dates _____

Leader _____

I. The primary purpose of the STAMP trip is to cause STAMP participant to be better informed as a world Christian. Please write four or five sentences to indicate how this trip has changed your perspective on global missions. Give one or two specific examples.

II. If someone were to ask you why they should go on a STAMP trip, how would you answer them (four or five sentences)? (This may be used to publicize future trips.)

III. What is the one memory from the trip that you will always remember? Please explain the event or "picture" and how it impacted your life.

IV. What specific thing would you have changed about the trip? (Please don't suggest things like the weather, since that is God's business.)

V. Please rate the pre-trip training:

_____ excellent _____ adequate _____ needed improvement _____ lousy

Comments:

V. Please rate the housing:

_____ excellent _____ adequate _____ needed improvement _____ lousy

Comments:

VII. In your view, was the work project or ministry:

_____ worthwhile _____ useless _____ adequate

Comments:

VIII. Was the leadership:

_____ excellent _____ overbearing _____ adequate _____ too "laid back"

Comments:

IX. Team dynamics. How do you feel about your STAMP team? Team spirit was:

_____ great _____ O.K. _____ low

Comments:

X. Schedule

A. Was the work or ministry schedule:

_____ too rigorous _____ just right _____ too easy

Comments:

B. Was the "off-work" or leisure (sight seeing) time:

_____ too much _____ too little _____ just about right

Comments:

XI. List two things you learned about each of the following:

A. The people of your host country or location

B. The country or location

C. The church in your host country or location

D. The people on your team

E. Your host missionary

F. Yourself

G. God's work in the host country or location

XII. All of life's experiences allow the possibility of spiritual growth. Comment briefly (four or five sentences please) on any spiritual growth or insight that resulted from this trip.

XIII. Have you made any of the following commitments as a result of this trip? (Please check all that apply)

- I am planning on being a career missionary.
- I am praying about being a career missionary.
- I am praying about being a short term missionary (4-month to 2-year commitment).
- I am praying about leading or co-leading a future STAMP team.
- I am going to recruit someone to join me on a future STAMP trip.
- I am going to increase my Faith Promise financial commitment.
- I am willing to work on the Missions Conference Committee.
- I am willing to help plan future STAMP trips or serve on the STAMP Committee.
- I would like to talk to the Missions Pastor about missions.
- I will never go on another STAMP trip like this because this one was a disgrace.

Other comments for Pastor Larry or the STAMP Committee:

Signed _____

Date _____

Addendum 15

Percentage of Evangelical Christians by Country

Data from *Operation World, 7th Edition, 2010* – Compiled by BRC, Fairfield, CT

| | | | | | | | |
|--------------------|---------|--------------------|--------|----------------|--------|-------------------|--------|
| AFRICA | | 2-5% | | Iraq | (0.2) | Malta | (1.3) |
| 0-2% | | French Guiana | (4.5) | Israel | (0.5) | Monaco | (1.2) |
| Algeria | (0.2) | Greenland | (4.7) | Japan | (0.5) | Montenegro | (0.1) |
| Comoro Islands | (0.2) | Guadeloupe | (4.3) | Jordan | (0.3) | Poland | (0.3) |
| Djibouti | (0.1) | St. Barthelemy | (2.3) | Kazakhstan | (0.7) | Russia | (1.2) |
| Gambia | (0.8) | St. Martin | (2.5) | Korea, North | (1.0) | San Marino | (<0.1) |
| Guinea | (0.7) | | | Kuwait | (1.5) | Serbia | (0.6) |
| Guinea-Bissau | (1.6) | | | Kyrgyzstan | (0.7) | Slovakia | (1.2) |
| Libya | (0.3) | 5%+ | | Lebanon | (0.5) | Slovenia | (0.1) |
| Mali | (0.7) | Anguilla | (17.2) | Macau | (1.7) | Spain | (1.0) |
| Mauritania | (0.1) | Antigua/Barbuda | (19.9) | Maldives | (0.1) | | |
| Mayotte | (0.1) | Argentina | (9.1) | Mongolia | (1.2) | 2-5% | |
| Morocco | (<0.1) | Aruba | (7.6) | Oman | (0.8) | Denmark | (3.5) |
| Niger | (0.1) | Bahamas | (35.9) | Pakistan | (0.6) | Estonia | (4.9) |
| Senegal | (0.2) | Barbados | (34.2) | Palestine | (0.1) | Germany | (2.1) |
| Somalia | (0.1) | Belize | (18.8) | Qatar | (1.0) | Gibraltar | (2.9) |
| Tunisia | (<0.1) | Bermuda | (24.3) | Saudi Arabia | (0.3) | Holy See | (2.5) |
| | | Bolivia | (16.2) | Sri Lanka | (1.2) | Hungary | (2.8) |
| 2-5% | | Brazil | (26.3) | Syria | (0.1) | Iceland | (3.8) |
| Egypt | (3.9) | British Virgin Is. | (27.3) | Tajikistan | (0.1) | Moldova | (3.7) |
| Equatorial Guinea | (4.4) | Canada | (7.7) | Thailand | (0.5) | Netherlands | (4.3) |
| Eritrea | (2.1) | Cayman Islands | (21.3) | Turkey | (<0.1) | Portugal | (3.0) |
| Sao Tome/Principe | (4.3) | Chile | (18.4) | Turkmenistan | (<0.1) | Switzerland | (4.4) |
| Sierra Leone | (3.9) | Colombia | (7.5) | UAE | (1.3) | Ukraine | (3.8) |
| | | Costa Rica | (14.8) | Uzbekistan | (0.3) | | |
| 5%+ | | Cuba | (8.8) | Vietnam | (1.8) | 5%+ | |
| Angola | (22.5) | Dominica | (16.8) | Yemen | (<0.1) | Faeroe Islands | (28.8) |
| Benin | (8.3) | Dominican Rep. | (9.1) | | | Finland | (12.1) |
| Botswana | (8.07) | Ecuador | (8.5) | 2-5% | | Latvia | (7.0) |
| Burkina Faso | (8.9) | El Salvador | (31.7) | Bahrain | (2.9) | Norway | (8.4) |
| Burundi | (27.04) | Falkland Islands | (10.8) | India | (2.2) | Romania | (5.4) |
| Cameroon | (9.0) | Grenada | (19.6) | Laos | (2.6) | Sweden | (6.9) |
| Cape Verde | (6.6) | Guatemala | (24.4) | Malaysia | (4.3) | United Kingdom | (8.8) |
| Central Afr. Rep. | (32.3) | Guyana | (19.8) | Myanmar | (5.0) | | |
| Chad | (10.1) | Haiti | (16.0) | Nepal | (2.8) | PACIFIC | |
| Congo (DRC) | (18.7) | Honduras | (23.0) | Taiwan | (2.8) | 0-2% | |
| Congo, Rep. of | (15.9) | Jamaica | (28.0) | Timor Leste | (2.3) | Cocos Island | (1.3) |
| Cote d'Ivoire | (10.5) | Martinique | (6.1) | | | Wallis/Futuna Is. | (0.9) |
| Ethiopia | (19.6) | Mexico | (8.3) | 5%+ | | | |
| Gabon | (12.7) | Montserrat | (23.4) | Armenia | (8.7) | 2-5% | |
| Ghana | (24.2) | Netherlands | (7.7) | Brunei | (6.1) | Christmas Island | (3.0) |
| Kenya | (48.9) | Antilles | | China | (5.7) | Tokelau Islands | (3.4) |
| Lesotho | (12.1) | Nicaragua | (29.8) | Hong Kong | (6.1) | | |
| Liberia | (14.6) | Panama | (19.3) | Indonesia | (5.6) | 5%+ | |
| Madagascar | (11.5) | Paraguay | (6.1) | Korea, South | (16.8) | American Samoa | (21.3) |
| Malawi | (19.6) | Peru | (11.6) | Philippines | (12.4) | Australia | (14.5) |
| Mauritius | (10.1) | Puerto Rico | (25.2) | Singapore | (7.8) | Cook Islands | (12.6) |
| Mozambique | (11.1) | St Kitts & Nevis | (21.8) | | | Fiji | (25.2) |
| Namibia | (12.2) | St Lucia | (14.6) | EUROPE | | French Polynesia | (7.2) |
| Nigeria | (30.8) | St Vincent | (39.1) | 0-2% | | Guam | (14.2) |
| Reunion | (5.9) | Suriname | (13.8) | Albania | (0.5) | Kiribati | (7.2) |
| Rwanda | (26.9) | Trinidad/Tobago | (20.2) | Andorra | (0.4) | Micronesia | (24.3) |
| Saint Helena | (8.8) | Turks & Caicos | (32.4) | Austria | (0.5) | Marshall Islands | (44.5) |
| Seychelles | (5.9) | United States | (28.9) | Belarus | (1.3) | Marianas | (12.7) |
| South Africa | (21.1) | US Virgin Islands | (23.8) | Belgium | (1.2) | Nauru | (12.1) |
| Sudan | (14.7) | Uruguay | (6.2) | Bosnia | (0.1) | New Caledonia | (7.0) |
| Swaziland | (25.1) | Venezuela | (10.8) | Bulgaria | (1.9) | New Zealand | (18.2) |
| Tanzania | (17.9) | | | Croatia | (0.4) | Niue | (8.0) |
| Togo | (10.7) | ASIA | | Cyprus | (0.8) | Norfolk Island | (22.7) |
| Uganda | (37.0) | 0-2% | | Czech Republic | (0.7) | Palau | (23.9) |
| Zambia | (25.7) | Afghanistan | (<0.1) | France | (1.0) | PNG | (25.7) |
| Zimbabwe | (30.9) | Azerbaijan | (0.2) | Greece | (0.4) | Samoa | (18.0) |
| | | Bangladesh | (0.4) | Ireland | (1.6) | Solomon Islands | (33.3) |
| AMERICAS | | Bhutan | (1.8) | Italy | (1.1) | Tonga | (15.5) |
| 0-2% | | Cambodia | (1.6) | Liechtenstein | (0.5) | Tuvalu | (17.8) |
| St Pierre/Miquelon | (<0.1) | Georgia | (1.6) | Lithuania | (1.1) | Vanuatu | (45.9) |
| | | Iran | (0.2) | Luxembourg | (0.5) | | |
| | | | | Macedonia | (0.2) | | |