

Board of Missions Handbook

**Black Rock Congregational Church
3685 Black Rock Turnpike
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Policies and Practices



Black Rock Congregational Church
Board of Missions

Policy Handbook

INTRODUCTION

This handbook contains the principles by which the Board of Missions operates. It is designed to guide the Board in its deliberations, but it is not intended to dictate decisions. For good and sufficient reasons, the Board may find it advisable on a rare occasion to make an exception. The Board should be prepared to explain its reasons if any question is raised. As with all boards at Black Rock Congregational Church (BRCC), we recognize that we are under the 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 that 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 Program of Black Rock Congregational Church.

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1.0 PURPOSE

1.1 Definition of Missions

Missions under the jurisdiction of the Board of Missions at Black Rock Congregational Church (to be abbreviated BRCC throughout this document) shall be defined as any cross-cultural ministry carried on outside the local congregation, not directly under the jurisdiction of BRCC, the purpose of which is to fulfill the Great Commission by proclaiming the Gospel of Jesus Christ through evangelism, discipling, church planting and church development.

1.2 The Scriptural purpose of BRCC'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 see men saved and brought to the 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 for this Policy

1. To establish a clear sense of God's direction for our congregation in missions.
2. To facilitate making decisions in a planned and intelligent manner.
3. To determine that each mission dollar is spent properly.
4. To educate new board members, allowing them to familiarize themselves with the general direction and specific aspects of the missions program.
5. To maintain consistency as board membership changes.
6. To have clearly defined policies available for the pastoral staff, Board of Elders, and membership.
7. To promote thoughtful evaluation of crucial issues.
8. To define the relationship of BRCC to both the missionary and the agency.

1.4 Flexibility of interpretation and exception to policy

It is intended that these policies be followed. However, should it be advisable, exceptions can be made at any time but must be approved by a 2/3 majority of the total number of voting members of the Board of Missions, in session, and 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

Policy will be reviewed at least every two years by the Board of Missions. The chairman will recommend, or may appoint an ad hoc committee to recommend, any revisions or additions. Such changes must be approved by the Board of Missions, in session, by a vote of 2/3 in the affirmative. Each item of policy will carry the month and year of revision.

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

2.0 STRUCTURE AND SIZE OF BOARD OF MISSIONS

2.1 The mandate for the BRCC 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. In addition, the Board of Elders shall designate one Elder to serve as a member of the Board of Missions. The Board of Missions shall be responsible for the missionary 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 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 Missions from pastoral staff as a voting member
4. The Board of Elders shall designate one Elder to serve as a voting member
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 member

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

2.4 Selection of Board 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 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

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 BRCC Board. Responsibilities include:
 - a. Collectively with the Executive Committee, prepare the agenda and preside at meetings
 - b. Nominate the vice-chairman
 - c. Cooperate with the Missions Pastor 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 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 Missions, insure that the congregation is made aware of significant decisions made by the Board of Missions
 - i. Submit an annual report to the congregation
 - j. Shall co-chair the Executive Committee
 - k. Shall present, in conjunction with the Pastor of Missions, 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 Board.
- 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 appointed by the chairman and shall:
- a. Keep minutes of the meetings of the board
 - b. Type and distribute minutes to board members with monthly meeting agenda
 - c. Notify board members of meetings
 - d. Prepare and send correspondence as requested by the Chairman
 - e. Maintain board records in an orderly fashion
 - f. Shall be voting member of the Board of Missions.
4. Treasurer shall:
- a. Be elected by church at annual business 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
 - c. Shall give a financial report at each regular board meeting
 - d. Shall submit a fiscal year-end report to the church clerk for the annual meeting and shall assist the chairman of the board in the presentation of the Missions Budget at the Annual Meeting
 - e. Submit monthly report to mission board 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 Mission Board-appointed individual from the church staff or Mission Board
5. Board Meetings
- a. Shall be held at least once a month and begin with prayer for missionaries and mission organizations
 - b. Special meetings may be called by the Chairman
 - c. Chairman, or Vice-chairman, or Pastor of Missions must be present
 - d. Quorum consists of Chairman, Vice-chairman, or Pastor of Missions plus six other members
 - e. A majority vote carries the motions except when the Board is making an exception to a specific policy. If a motion is made to grant an exception to the Missions Handbook, a 2/3 vote shall be required.

3.0 RESPONSIBILITIES OF THE MISSION BOARD

3.1 To stimulate prayers of the congregation for our own missionaries, missions organizations and world evangelization

1. Encourage prayer for missions by presenting news and needs from the pulpit, informational meetings, through the bulletin and other written materials, seeking congregation to serve as prayer partners. Prayer is the first missions priority of BRCC.

3.2 To educate and inspire the congregation in the field of world missions

1. Identify and implement ways to broaden participation of the different departments of the church in world missions
2. Identify and implement programs and instruments that will be developed such as Mission Conference, bulletin inserts, recommended books and articles to read, bulletin board, displays, missionary map
3. Encourage entertainment of missionaries in homes and use of them as speakers at prayer meetings, adult classes, multi-site campuses, Prayer Partner meetings, Community Groups, etc.
4. Encourage correspondence and personal visits with missionaries
5. Encourage participation in mission related activities
5. Encourage student participation in Urbana Student Missions

3.3 To stimulate, recruit, train, and send out candidates for missions service

1. Establish prayer burden to send out laborers
2. Encourage members of BRCC to do missionary service through
 - a. STAMP trips
 - b. Faithfully giving to missions
 - c. Pulpit appeals
3. Make counseling available to those seeking to know the Lord's will concerning possible future missions service
4. Assist potential candidates with field placement

3.4 Help prepare the missions budget and obtain church approval for expenditure of missions funds

1. Recommend additions to or deletions from the missionary support list
2. The Missions Budget support shall consist of seven parts
 - a. Category I Black Rock Family
 - b. Category II Consortium Family
 - c. Category III Extended Black Rock Family
 - d. Category IV International Family
 - e. Category V Developing and Equipping our Black Rock Family
 - f. Category VI Local Missions Family
 - g. Category VII Local Ministries – not cross-cultural
3. Mission giving
 - a. Funds shall be raised through an annual faith promise program

3.5 To coordinate and conduct an Annual Missions Conference in the spring and a Missions Festival in the fall.

3.6 To set goals each year for the development of the missions program. These goals shall be significant, achievable, measurable, and manageable. This, however, should not preclude that some goals will involve a step of faith.

3.7 To keep the missions policy consistent with the statement of faith of BRCC

3.8 Assist other churches in advancement of their missions commitment

3.9 Evaluation of missionaries

The Board of Missions is responsible for evaluating BRCC supported missionaries in regard to Paragraph 1.2 of this handbook. The evaluation is based primarily upon reports from the missionaries throughout their term, a self-evaluation by the missionaries while on home assignment, and a report from the sending agency. The relationship of the missionaries to the people among whom they work should be carefully evaluated, as well as their relationships with fellow missionaries.

3.10 Evaluation of 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 Evaluation of other supported ministries

The Board of Missions is responsible for evaluating all other ministries, agencies, and projects in regard to Paragraph 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 The Board of Missions shall establish the following subcommittees

1. Missionary Care/Missions House

Responsibilities: Oversee the missions house including scheduling occupancy, cleaning and maintenance in accordance with the agreement with the Finance & Property Committee. 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

Responsibilities: Encourage members of BRCC to pray for our missionaries by creating and distributing prayer cards each year for the missions conference. Stimulate members of BRCC to correspond with our missionaries. Make missionaries' current praise and prayer requests known to individuals who pray for missionaries on Wednesday evening. Prayer partner sign-up, updating Board on missionary prayer needs, keeping prayer cards updated for Wednesday evening prayer meeting

3. Executive

Responsibilities: Shall provide prayer for, advice and guidance to the Missions Pastor. Shall set the agenda for the monthly Board of Missions meeting. Shall conduct the initial meeting of perspective candidates for support and make support recommendation to the Board of Missions. Shall compose the preliminary annual budget to be submitted to the Board for approval and shall handle other administrative details. Shall formulate theme and choose speakers for Annual Missions Conference. The Executive Board will be composed of the Chairman, Vice Chairman, Mission Treasurer, Missions Pastor and Director of Missions. The Chairman of the Board of Missions and the Missions Pastor shall co-chair this committee.

4. STAMP - Short Term Adult Missions Program

Responsibilities: The STAMP Committee shall oversee short term programs that are from one week to 30 days in duration. Determine STAMP trips each year. Assign leaders, interview applicants, review evaluations.

5. Education Committee

Responsibilities: Plan and/or participate in education of our adults, youth, and children in the area of missions

6. Missions Conference

Responsibilities: Shall plan and execute the Annual Missions Conference in the spring and shall assist in the planning and execution of the Missions Festival in the fall.

3.13 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

All supported missionaries must be in agreement with the Articles of Faith of BRCC. Each sending board and supported ministry must have a doctrinal statement that is in agreement with the BRCC Articles of Faith.

4.2 Determination of missionaries to support

1. The Board of Missions is convinced that missionaries are more effective when working under an established sending agency; therefore, it is our policy not to support missionaries who are independent of such sponsorship and direction.
2. For national cross cultural missionaries (non-US citizens) working outside North America., we prefer that the missionary be under the supervision of an established sending agency that will 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. For domestic missions applicants acceptance by a board or agency affiliated with the Evangelical Council for Financial Accountability (ECFA) or a similar responsible agency.
4. Tentmakers, i.e., missionaries granted into a limited access country through employment platform, will be evaluated on a case-by-case basis.

4.3 Strategy for stewardship

1. Our goal is to give first priority to missionaries serving outside the U.S. in accordance with Appendix 11.
2. Recognizing the wisdom of supporting national missionaries, the Board of Missions has an ongoing desire to strategically support more national cross cultural missionaries.
3. Increasing support to currently supported missionaries will generally be a priority over considering new applicants.
4. We continue to have a strong commitment to cross-cultural missionaries serving in our community and country.
5. Continue to support consortium approved missionaries who fall within our strategic priorities.

4.4 Priority guidelines for support

Following is the order in which missionaries supported on BRCC missions budget will be financed:

1. Support of Black Rock missionaries. We believe that it is the Holy Spirit and not the local church that calls missionaries into His service and places them where He wants. We believe that it is the responsibility of the local church to guide and support those whom God calls from its midst. We will provide primary support for our own members wherever they are called to serve under the guidance of Acts 13:1-3.
2. Support of Consortium missionaries qualifying under the Southern Connecticut Missionary Support Agreement.
3. Support of other missionaries. In the support of these missionaries, we shall strive for a balance which shall take into account the following criteria.
 - A. 10/40 window ministries: Given the obstacle that the 10/40 window poses to world evangelization, ministries in this area of the world shall be given top priority.
 - B. 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. (Appendix 11 – List of countries and percentage of evangelical Christians living there.)

- C. Worldwide involvement: Second priority will be given to missionaries who are the sole representative of BRCC in a given country.
 - D. Foreign versus home missions: Although we recognize the validity of home missions, in the light of the urgent needs of almost three billion people who have never heard the gospel, priority will be given to missionaries that are going to the least evangelized countries or people groups or to countries in the 10/40 window.
 - E. National training institutions that are training church planters and national missionaries going cross-culturally shall be of special interest for support.
4. New missionaries will be considered in order to add vitality and new areas of ministry.
 5. Local Evangelism. We believe that local evangelism is very important. However, if this evangelism is not cross cultural, we believe that funding should primarily be in the BRCC General Ministry budget. Recognizing that historically certain local evangelism ministries have been part of the missions budget, we shall support some local non-cross cultural ministries. It is our policy, however, that the total budget fund in this category not be more than 2% of the total missions budget.

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

1. Those who have had a full membership in BRCC for more than three years and a history of regular attendance and high involvement in BRCC ministry (up to 30% of monthly support need)
2. Those who have had a full membership in BRCC for three years and a history of regular attendance with at least some involvement in BRCC ministry (up to 25% of monthly support need)
3. Those who have been members of BRCC for less than three years and regular attendance with at least some involvement in BRCC ministry (up to 20% of monthly support need)
4. Those who were former members or who attended regularly and had at least some involvement in BRCC ministry (up to 20% of monthly support need)
5. Those in the consortium unless qualified in #1 (10% of monthly support)
6. Those who have never been members but have had significant involvement in BRCC ministry (up to 10% of their monthly support)
7. Those who are ministering in a targeted area of BRCC's Board of Missions (as defined in 4.4 of Policy Handbook).
8. Those who have never been a member of BRCC and not had involvement in BRCC ministry should not be supported unless there are extenuating circumstances (if extenuating circumstances, then support will not exceed 10%).

Possible extenuating circumstances may include whether they grew up in BRCC, were influenced to trust Christ or mature in Christ through the ministry of BRCC, have a strong base of relationships within BRCC such as family and/or friends, are children of career or retired BRCC missionaries, or are children of active BRCC members.

4.6 Guidelines for continued maximum support levels

1. A single or married missionary (BRCC member) is eligible to receive up to 50% of total support required.
2. When both the husband and wife are members in good standing of BRCC for at least three years at the time of their commissioning to the mission field, the Board of Missions will consider, on a case-by-case basis, a support level above the normal maximum of 50%.

4.7 Honorarium for visiting missionary speaker. When a missionary or missions spokesman is invited to speak at BRCC, they shall be compensated for their travel expenses and an appropriate honorarium provided. 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 couple or individual who has served for at least 20 consecutive years as a BRCC missionary may become a candidate for receiving ongoing retirement support from BRCC. Funding shall be part of the Annual BRCC Global Missions

budget. Missionaries supported by BRCC 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 request of individuals at BRCC.

4.9 Emergency Fund.

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

4.10 Short-term missions (two years of missionary service or less, not identified with STAMP)

Short-term shall be defined as a term of service of two years or less (not STAMP participants). The Board will be available to give help and counsel in selecting a program and agency. Application should be made to the Board of Missions not less than two months and preferably 3-6 months in advance. The Board will advise the congregation each January of the procedure for applying for summer work. The criteria for support shall be in accordance with 4.6

4.11 Criteria for selecting mid-term candidates

1. Preferably a member of BRCC
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 BRCC 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

BRCC is committed to supporting missionaries who cross cultural barriers, and we give priority to supporting missionaries who are sent out by BRCC, as elaborated in Paragraph 4.3 (criteria for considering candidates for support) and 4.4 (priority guidelines for support). Nevertheless, the Board believes that a portion of the annual missions budget can and should be used to support foreign nationals working as missionaries or church planters. We encourage the development of an indigenous missions movement and therefore establish the following policy:

1. We 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. The guidelines for this are as follows:
 - A. Persons and projects who wish to be supported must go through the application process
 - B. We shall support church planters but shall encourage 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 Board 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. National Missionaries, church planters, and multi-year projects receiving support must communicate with the BRCC Board of Missions at least twice a year regarding their work in order to continue receiving support (see Paragraph 5.1). The Board of Missions will review our level of support annually to determine ongoing support.

- F. It is our desire that the National Missionaries will eventually come under the support and care of their national sending church; therefore 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, BRCC 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. We shall consider providing project funds for national capital expenditures.

4.13 Scholarship for nationals studying in the United States

A scholarship for a national study 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 program of study is being undertaken in the United States on the recommendation of the national church of the country, 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 the BRCC Missions Fund.

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 BRCC 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 review by the BOM 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 Mission Board about the progress of training on a semiannual basis.

4.15 Support cap guideline

It is BRCC's policy that in our financial support for missionaries, we cap any submitted request for initial support or continuing support not to exceed \$100,000 per family or individual. The missionary may present to the Board of Mission an authorized budget from their mission in excess of \$100,000 but the Board shall consider the request to be \$100,000 in the BRCC budgeting process. (For example, if a budget of \$125,000 is submitted, then BRCC'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 BRCC'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 BRCC Missions Covenant.

4.17 Missionaries returning to U.S. to serve stateside

It is the desire of the Board of Missions that a majority of the Faith Promise budget be allocated to cross cultural missionaries who are currently serving outside the U.S. If a BRCC 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 Board of Missions believe that priority should be given to missionaries serving outside the U.S. Missionaries should not assume that BRCC support will continue if they return to serve in the U.S.

4.18 Local ministry approval – writing of policy is pending

5.0 RELATIONSHIPS WITH MISSIONARIES

5.1 Requirements for missionaries

A copy of these requirements is to be provided to each new missionary (see addendum 8)

1. Support

The BRCC-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 the 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 Board expects to receive correspondence at least quarterly. This could be in the form of newsletters, e-mails or other electronic or surface correspondence but the Board would also like to receive personal correspondence occasionally.

3. Home Ministry Assignment

- A. The supported missionary, other than national missionaries, should visit BRCC at least once every four years. The missionary will meet with the Missions Pastor 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 or prayer meetings are coordinated through the Missions Pastor. Accountability may be facilitated by the completion of the self-evaluation forms.
- B. Furlough or Home Ministry Assignment shall be granted in accordance with the policy of the sending board. However, any furlough in excess of one year must be approved by the BRCC Board of Missions. Furlough in excess of one year may be for such things as medical leave, schooling, etc. These exceptions must be noted in the official BOM minutes.

5.2 When support begins

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

5.3 When support ends

Support may be terminated for causes such as change of assignment or agency affiliation, deviation from BRCC Articles of Faith, specific incompetence or failure to fulfill responsibility to BRCC as outlined in Paragraph 5.1 Support will be terminated at the effective date of the missionary's resignation from his sending agency or the beginning date of a leave of absence. The regular support of a missionary who is retiring will terminate at the time the missionary enters into retirement status with his or her mission agency. (See 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 his missionary status.

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

Continuation of support beyond the length of a regular or emergency furlough 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. The missionary must resubmit an updated application for approval for support to continue.

5.4 Continuing education for missionaries

The Board of Missions expects our missionaries to continually enhance their effectiveness by availing themselves of formal and/or informal educational opportunities. The budget does not provide additional funds for such study; however, regular support for mission-approved extended study beyond furlough may be continued for up to one year.

5.5 Missions kids 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 each MK in the following ways:

1. Encourage the adult classes and prayer partners to send birthday cards to the children of the missionaries. This includes high school and college age children.
2. Inform the adult classes, prayer partners, and youth 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 youth group to prepare a welcome package for the MK.
5. Encourage our college 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 the Adult Fellowship classes and other youth groups to enable them to fulfill the above-mentioned responsibilities.
7. The Missionary Care Committee will inform the church of any needed housing for MKs attending college in the Fairfield area or visiting the area during vacation times.

5.6 Education of missionary children

It is presumed that education of missionary children has been taken into consideration by the mission agency in setting support levels. Therefore, it is the responsibility of the mission agency and the parents to provide for children's education.

5.7 Men's/Women's retreat scholarships

The Board of Missions desires to encourage BRCC 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 BRCC Men's and Women's Retreats or the Couples' Retreats. Missionaries shall be eligible for this grant once every three years. (added 9/12)

6.0 BUDGET AND FINANCIAL PROCEDURES

6.1 Preparation and approval of the Global Missions Faith Promise budget

The Executive Committee will prepare a proposed budget for the consideration of the Board of Missions. The Executive Committee will review the needs of support missionaries and other items in the budget, will investigate new areas of need brought to their attention, and will make recommendations to the Board. The procedure for the preparation and approval of the budget will be as follows:

1. By November 15, a questionnaire, along with a letter, will be sent by the Missions Pastor to each of the sending agencies to ascertain the current status and support needs of all BRCC-supported missionaries. These should be sent separately from monthly checks. The information should be back to the Director of Missions by designated date. Failure to receive this information by this date will be assumed to mean that the missionary has full support.
2. A compilation of this data will be circulated to each member of the Executive Committee.
3. Projections for the needs of new candidates expected to leave for the field during the next fiscal year will be made at the January Board meeting.
4. The Executive Committee will furnish to each member of the Board of Missions a copy of the recommended budget before the February Board meeting.
5. A proposed budget will be approved at the February board meeting, and forwarded immediately to the Board of Elders and Senior Staff (Senior Pastor, Executive Director and Executive Pastor)
6. If the missions budget is not approved by the Board of Elders, the Elders will then work with the Board of Missions until a satisfactory budget is completed. The missions budget will then be forwarded to the Board of Elders for approval as part of the total church budget.
7. The congregation will approve the Global Missions Faith Promise budget at the church's Annual Meeting.

6.2 Evaluation and revision of support

1. It is the Board of Missions' policy to check annually with the sending agencies and the missionaries, to see if our missionaries are adequately supported (see paragraph 6.1). Decisions to increase support should take into consideration factors listed in Paragraph 4.4.
2. Other reasons for increasing missionary support may include increases in the cost of living, addition of spouse or child, or loss of support from another source. Reasons for decreasing missionary support may include over-support from all sources, change in assignment or location; taking regular, part-time, or furlough employment outside the mission agency, and when dependent children become financially self-sustaining.
3. Increases in support, when given, are usually determined when the annual budget is prepared. The Board of Missions is also authorized to provide increases in support during the year if there is money in the budget to do so.

6.3 Missionaries lacking adequate support

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

1. Alert the congregation to pray for the need.
2. Investigate the possibility of increasing BRCC regular annual support.
3. If increasing support is not possible, endeavor to give a one-time extra contribution in addition to the regular support amount.
4. Commend the missionary to other churches for support consideration, if the Board and the missionary consider this advisable.

6.4 One-time gifts

The Board of Missions may approve one-time gifts 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 present special projects, above the budget, to the church and encourage giving to them, both for the benefit of the project as well as a means of missions education. Such special projects will be submitted to Elders for approval. Special projects may also be funded by bequests or large one-time gifts (see Paragraph 6.7)

6.6 Handling designated giving and special transmissions

1. The Board of Missions accepts designated gifts only if the purpose for which the gift is designated is accepted as an approved project by the Board. In the nature of such projects, designated giving should be only for specific, one-time projects.
2. Designated missions giving shall be honored and forwarded when the designee meets the criteria for support selection (Section 4.2). If not known, it is up to the donor to furnish the treasurer needed information. In the event that the treasurer does not honor the gift, it will be returned to the donor with an explanation.
3. Expenditures for projects--special and regular--will be made only up to the amount approved by the Board of Missions.
4. Contributions designated for support of any individual or program on the missions budget will be treated as regular giving to meet budget commitments.
5. When the donor's intent is to make a personal gift, birthday gift, or Christmas gift for a missionary, as distinguished from a contribution toward ministry, it must be treated as a special transmission and does not qualify for donor tax deduction. Such gifts should be sent by the donor directly to the missionary or the agency, rather than through the church.

6.7 Bequests and large one-time gifts

1. Bequests/Memorials

Bequests to the missions fund will be disbursed by a vote of the Board of Missions for special projects and capital needs of the work of BRCC-support missionaries and organizations, rather than going for regular support allotments.

2. Large one-time gifts

- A. A gift designated for a missionary may be allocated by the Board after discussion with the agency under which the missionary is serving.
- B. Gifts with other designations will be used by the Board as designated, if appropriate under missions policy. If not, missions policy and special project needs will be discussed with the donor to determine an appropriate designation.
- C. Undesignated gifts will be used by the Board for special projects if possible, though the budgetary constraints may necessitate using the gift for regular monthly support commitments.

3. Approved bequests and large one-time gifts will be considered restricted funds.

6.8 Funds shortage policy

1. The Board of Missions will endeavor to maintain a balance in general mission funds equal to one month's budget. Should a shortage of general missions funds occur, the Board will:
 - A. Notify the Senior Pastor, pastoral staff, Board of Elders and Finance and Property of the condition.
 - B. Inform the congregation as to the amount of the budget deficiency and urge them to give and pray.
2. Should the shortage of general missions funds continue, the Board will:
 - A. Apply surplus, if any, from previous year to help met 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
 - Youth 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. Salary contributions shall not be affected unless all pastoral staff salaries are concurrently reduced.
4. Support that has been reduced or discontinued temporarily may be made up during the fiscal year as funds permit and will be done at the discretion of the Board. Amounts reduced or temporarily discontinued will not be carried over to the next fiscal year as amounts to be paid in addition to regular budget commitments.

6.9 Provision of vehicle

The Missionary Care/Furlough subcommittee shall solicit from the church membership the loan of a vehicle for visiting BRCC missionaries. If a vehicle is not loaned, the Missionary Care committee, in concurrence with the Missions Pastor, is authorized to rent a vehicle. Such a vehicle shall be rented and paid for by the Board of Missions, not to exceed one week.

7.0 ADMINISTRATION OF MISSIONS PROCEDURES

7.1 Visiting missionaries in their fields their fields of service

1. The Board of Missions encourages the Missions Pastor to visit missionaries on the field. He is especially encouraged to visit missionaries during their first term of service 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 our missionaries if they are passing nearby. The Board may request a report of such a visit to it and/or the congregation.
3. The Board may subsidize part or all of the 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 and to the congregation.

7.2 Expense of attending conferences

It is the policy of the Board of Missions to send representatives to conferences and meetings designed to inform and stimulate interest in missions, such as OMSC and the IVCF Urbana Conference. Such representation may include pastoral staff, members of the Board of missions, or others from the congregation as designated by the Board of Missions (see paragraph 6.2).

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 will be paid, as approved, for the term of service. Such expenses will be paid from budgeted funds for meeting attendance as stated in Paragraph 6.2. The representative will be responsible for periodic reports to the Board of Missions.

7.4 Thanksgiving Offering

Each Thanksgiving the congregation is given an opportunity to give a special Thanksgiving offering. The offering is given to one or more ministries to help alleviate the physical needs of people. The Board of Elders decides which ministry is to receive the Thanksgiving offering, but the Board of Missions is encouraged to make a recommendation to the Board of Elders.

7.5 Addendums to Policy Manual

Addendums and administration forms may be added to this document by a 2/3 vote of Board of Missions and shall be construed as part of this policy handbook.

Addendum 1

Mission Board 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 Congregational 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 the missions program
- E. Dependability and responsibility in discharging assigned tasks
- F. A willingness to learn the missions policy of BRCC

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 BRCC missionaries.
- E. Shall serve on one of the board subcommittees: Communication, 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 attend one APMC event annually for training, national or regional
- H. Shall seek to be a mission champion who faithfully encourages and support the missions ministry of BRCC
- 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 living quarters for missionaries of Black Rock Congregational Church (BRCC) during their home stay periods.

Usage

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

1. Furlough housing for missionaries of BRCC.
2. Furlough housing for other missionary applicants.
3. Housing for missionaries in transition to new careers.

MH Coordinator

An MH Coordinator shall be appointed each year by the Chairman of the Board of Missions and shall have the following responsibilities:

1. Scheduling requests for MH occupancy in coordination with Pastor of Missions.
2. Arranging for MH to be ready for occupancy for next tenant.
3. Arranging any necessary clean up of MH after tenant has vacated.
4. Answering queries from tenants regarding MH.
5. Reporting to the Board of Missions on status and problems.
6. Coordinating with Finance and Property Committee as necessary.
7. Notifying the Missions Treasurer of the MH occupancy schedule.

Scheduling

See Scheduling Policy.

Mission Board Responsibilities

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

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

Mission House/Finance and Property

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

The costs of the Mission House will be paid by the Board of Missions from the missionary budget as covered herein.

Finance and Property Committee will assume the responsibility for overseeing the exterior maintenance of the missions house as well as plumbing, heating, and electrical repair/update expenses. 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 phone bill but will also receive the monies collected from anyone occupying the Mission Home. The missionaries will be billed by the Local Ministries fund for rent, electricity, heat and long distance telephone calls. The Board of Missions will pay the basic cable television bill every month.

Addendum 4
Missionary Furlough Home

Black Rock Congregational Church
3685 Black Rock Turnpike
Fairfield, CT 06825

Address of Missionary Home:
150 Lindamir
Fairfield, CT 06824

RE: RENTAL AGREEMENT

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 Congregational 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 (see checklist); or
 - 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 BRCC for electricity and heat bills during our period of occupancy. In addition, we will reimburse BRCC 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 Black Rock from any personal or property damage not caused by 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 our unit 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.

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

Name _____ Date _____
Name _____ Date _____

Your Missions Board contact person for your stay in the Missionary Home is: _____
Telephone number: _____

APPLICATION FOR CAREER MISSIONS SUPPORT – ADDENDUM 5

Black Rock Congregational Church
 3685 Black Rock Turnpike
 Fairfield, CT 06425
 (203)255-3401

Date _____

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.

PERSONAL DATA

Name	<u>CHURCH USE ONLY</u>	
Address	Action Steps:	
Phone	E-mail	Interview date: _____
Permanent address (if different from above)		Plans: _____ _____
Birth date:	Married? <input type="checkbox"/> Yes <input type="checkbox"/> No	Response letter mailing date: _____
How long?		
Have you ever been divorced? <input type="checkbox"/> Yes <input type="checkbox"/> No If divorced, please explain circumstances on back of this page.		
Names and birthdates of dependents:		

MISSION AGENCY/ORGANIZATION AFFILIATION

Name and address of Mission Agency/Organization:	
Phone No.	Contact Name:
Denomination, if any:	
State your present relationship to this agency: <input type="checkbox"/> Candidate Other _____	
State when you expect to be on the field: Month: _____ Year _____	
If support is approved, indicate 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):

Telephone No.

Fax No.

E-mail address:

Correspondence instructions or restrictions:

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

Anticipated date of furlough:

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

Parental opposition

Social habits which could lessen the effectiveness of your ministry

Hesitancy to work with or under national church leaders

Briefly state your conversion experience and missionary call.

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

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

Addendum 6
Application for Mid-term Missions Support
(Under Two Years)

Name _____ Age _____ Male ___ Female ___

Phone _____ E-mail _____

Church membership _____ Number of years _____

Education (including degrees held)

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

Have you ever discipled a new Christian? Yes _____ No _____

Mission Board applied to: _____

Address _____

Length of ministry: Summer _____ Mid-term _____ Number of Months _____

Mission Responsibilities (please give a short narrative concerning what you will be doing):

Location of Service _____

Support Requirements: Monthly _____ Annually _____ Term _____

Support pledged to date _____ Support still needed _____

1. Briefly describe your conversion experience.

2. Briefly describe your ministry involvement at BRCC.

3. Briefly describe what your ministry responsibilities on the mission field.

4. Briefly describe how you feel you will benefit from this mid-term experience or your call to this mission.

5. Please identify your current understanding of your spiritual gifts (See I Cor. 12 and Rom. 12)

I hereby make application for support for missionary work from the Board of Missions of Black Rock Congregational Church. I have read the Church Covenant and Doctrinal Statement and affirm that I fully accept and believe all of its contents with no reservations.

Signature

Date

Addendum 7

Information for Support Applicants and Current Missionaries

Congratulations, you have been accepted as a Black Rock missionary. We look forward to years of joint service. The following information is to help you understand our expectations. Please read carefully.

1. Communication

Missionaries supported by the Black Rock Congregational Church must communicate so we can make support more meaningful. Each missionary will have a team of prayer partners to whom prayer letters should be sent directly. The Board expects to receive correspondence at least quarterly, although many missionaries send letters more frequently. Correspondence can be in the form of a newsletter, e-mail or other electronic correspondence. The Board also enjoys receiving personal letters occasionally. Correspondence sent to the Board of Missions shall be distributed to the Missions Pastor, the chairman of the Board of Missions, and the chairman of the Prayer and Correspondence subcommittee.

2. Ministry Change

Notify the Missions Board immediately of any change of status or address your mission, or the person we are to contact about your current financial situation. Notify BRCC Missions Department of any special mailing instructions for your field. If your children have a separate address because they are away at school, keep us up to date. If someone other than you prepares or mails prayer letters, provide the address of this person.

3. Furlough/Home Service

Furlough or Home Service shall be granted in accordance with the policy of the sending board. However, any furlough in excess of one year must be approved by the BRCC Board of Missions. Furlough in excess of one year may be for such things as medical leave, schooling, etc. These exceptions must be noted in the official BOM minutes.

4. Visits to BRCC

Advance notice of availability during visits home is appreciated. This permits the Missions Board to plan for the best exposure of your ministry. We may ask that an informal report be given to an adult class, Community Group, multi-site campus, prayer meeting, to the Missions Board and/or to an informal gathering with prayer partners in a home. BRCC will also be happy to arrange accommodations for you with a BRCC family if you tell us in advance of your needs. We require that you visit BRCC at least once every four years, preferably during our Annual Missions Conference.

5. Missions House

Black Rock has one four bedroom home available for missionaries. Our member missionary families have first priority. Consortium missionaries will have second priority. If your family would like information about the availability of the house, please contact us as far ahead as possible.

6. Support Solicitation

In fairness to all of our missionaries, we ask that you abide by the following: The BRCC-supported missionary may not actively solicit financial support from specific groups in the church such as Life studies, small group, youth, single adults, or other specific ministries. This does not, however, prohibit the sharing of information on support needs in newsletters circulated to the missionary's prayer partner mailing list, nor does it prohibit the personal seeking of support directly from personal acquaintances or family members in the congregation. Individual support shall be sent directly to the mission agency and not to BRCC.

7. Financial Report and Accountability

Every December, BRCC will send you forms asking for information regarding your ministry goals, prayer requests, and financial status. The forms must be returned by January 15.

8. Support Schedule

Support usually begins when you leave for language school or your ministry field.

9. Special Needs and Suggestions

Do not hesitate to inform the Board of any of your personal needs or changes, financial or otherwise. If you have any suggestions regarding how we can be of more help to you personally, or to all of our missionaries, please tell us. Keep in mind that one third of our membership changes each year. If we fail you in some way, we ask you to forgive us, but to please let us know, so that the same failure can be avoided in the future.

Addendum 8
Black Rock Congregational Church
STAMP Application

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 # _____ Work # _____ E-mail _____

Passport # _____ Name as it appears on passport _____

Ministry Experience

Are you a member or attendee of BRCC? _____ 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 BRCC in 1996)

Spiritual Life

Have you accepted Jesus Christ as your personal Savior? _____ Yes _____ No _____ Uncertain

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

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

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 would you like to grow personally from this trip?

Skills

Skills you have that can be used on this trip:

Carpentry Electrical Plumbing Puppets Clowning Language _____
Music: Voice Song Leading Instrument _____
 Other _____

Health

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

Comments:

Are you on any prescription medication? No Yes (Please list) _____

Do you have any allergies? No Yes (Please list) _____

Health insurance company: Name _____ Policy No. _____

Financial Support

You are required to raise funds through recruiting supporters. Full payment is due seven days prior to departure. Do you agree to raise/contribute the necessary funds? Yes No

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 BRCC 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 _____

Addendum 9
Black Rock Congregational 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 BRCC missionaries and to foster closer relationships between the members and missionaries of BRCC.

Policies

1. STAMP Committee:
 - a. The STAMP Committee shall be a standing committee of the Board of Missions (BOM), chaired by the Missions Pastor.
 - 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. 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. To 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. To approve a proposed STAMP project budget presented by a team leader.
 4. To recruit potential STAMP participants.
 5. To oversee the application process.
 6. To interview and select the recommended participants for each STAMP team.
 7. To submit a list of recommended STAMP participants to the BOM for approval.
 8. To assist the team leader in training and equipping team members.
 9. To review team evaluations.
 10. To make recommendations to the BOM as appropriate regarding future STAMP projects.
 11. To monitor individual STAMP support letters so that no Black Rock member receives more than one letter requesting support from each term.
 12. To keep the BOM informed regarding STAMP activities and plans.
 13. To submit to the BOM long term goals.

2. STAMP Team Leader

- a. A team shall be led by the Missions Pastor, other pastoral staff, or an experienced person approved by the STAMP Committee, and the Missions Pastor. 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. To work with the STAMP Committee to recruit, prepare, and train participants in the STAMP project for which he/she is the designated leader.
 2. To work with the STAMP Committee to determine the size of the team of for which he/she is the designated leader.
 3. To inform and work with the project sponsor concerning the purpose and goals of the STAMP program of Black Rock Church.
 4. To 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 (see item 1c2).
 5. To 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 (item 1c11).
 6. To 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. To ensure full payment or donations by each team member seven days prior to departure.
 8. To recommend to the BOM how any unspent contributions to STAMP are to be distributed upon completion of the STAMP project.
 9. To insure full payment by each team member seven days prior to departure.
 10. To provide updates of financial support levels to each participant. One month prior to trip, individual trip members shall be notified of their account balance.
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 BOM 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. Each team member shall submit a written evaluation of the STAMP project to the team leader within one month after completion of the project.
 - g. First time team members are only allowed to personally contribute up to 50% of the cost of the trip.
 - h. Failure to comply with above criteria may result in disqualification from trip.
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, the 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 attendee of Black Rock Church.
- c. Scholarship applications should be submitted two weeks prior to departure.
- c. Scholarship may be up to 1/3 the cost of the trip, but shall not exceed \$500 per applicant.
- d. Scholarships are only available to first-time STAMP participants.
- e. Approval of scholarships shall be granted at the discretion of the Missions Pastor.

8. Pastoral Staff

The Board recognized 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, that 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 children of STAMP participants shall be at the discretion of the STAMP committee at the time of application.

10. STAMP Scholarship

It is hoped that each STAMP participant shall be able to reach his/her financial support goal. If, after due diligence, the participant cannot reach this goal, they may apply for a scholarship. Scholarship applications should be submitted one week to 10 days prior to departure. Scholarship shall be up to 1/3 the cost of the trip but shall not exceed \$500 per applicant.

Addendum 9A
Black Rock Congregational Church
Proposed STAMP Trip Application

Team leaders must submit this form to the missions pastor or chairman of the Board of Missions at least four months (preferably sooner) prior to proposed departure of trip.

1. Proposed destination: City _____ Country _____
2. Proposed dates: _____
3. Team leader:
Name _____ E-mail address _____
Street _____ City/Zip _____
Home Phone _____ Office Phone _____
4. Size of team: Minimum _____ Maximum _____
5. Number of additional leaders required for trip: _____
6. Contact person on field (missionary):
Name _____ E-mail address _____
Address _____
Phone (including country code if overseas) _____
Agency or mission _____
7. Describe specific goal of trip (i.e., to build a home for widows in Haiti):
8. Describe specific skills that would be helpful (i.e., teaching, plumbing, etc.):
9. Describe housing accommodations for the team:
10. Describe eating accommodations for team:
11. Describe emergency medical facilities that are available near the ministry site:
12. Will children or younger family members be allowed or encouraged to accompany adults?
Yes _____ No _____ Comments:

Please describe any physical requirements for the trip (i.e. We will be working in a very hot climate.)

Please write a brief description of the proposed trip (about five lines) that could be used to advertise the trip to potential attendees. Please answer the question, "Why should a person go on this trip?"

Addendum 9B

Please approximate as close as possible the following costs per person.

1. Transportation

Proposed airline _____ International airfare _____

In-country airfare _____ Circle any that apply: Bus Van Car Train

In-country ground transportation _____

Other (please specify)

Subtotal _____

2. Room cost per day _____ x number of days _____ Subtotal _____

3. Board (food) per day _____ x number of days _____ Subtotal _____

4. Ministry cost

Building supplies per person _____ (i.e., \$100 per person for pre-purchase of cement)

Ministry supplies per person _____ (i.e., \$50 per person to purchase VBS curriculum)

Other (specify)

Subtotal _____

5. Sightseeing costs (specify)

Location	Cost
_____	_____
_____	_____
_____	_____
Subtotal	_____

6. Other costs (specify)

Subtotal _____

7. Projected cost per person for trip **Total** _____

8. Proposed number of participants: Leaders _____ STAMPers _____

9. Projected number of first time STAMP participants _____

Addendum 9D
STAMP Evaluation

Name _____ Date _____

Destination of Trip _____ Dates of Trip _____

Team Leader _____

- I. The primary purpose of the STAMP trip is to cause the STAMP participant to be better informed as a world Christian. Please write 4 or 5 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 (4 or 5 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 _____ lousy _____ needed improvement
- Please comment:

VI. Was the housing:

_____ excellent _____ adequate _____ lousy _____ needed improvement

Please comment:

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 (4 or 5 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 mid-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 _____ Dated _____

Scholarship Application

STAMP Scholarship Application

The Board of Missions feels that fund raising is an excellent educational experience for all STAMP participants as it helps individuals better understand how a typical missionary raises support funds. 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 up to 1/3, not to exceed \$500 of the cost are available.

Required

1. Applicant must be a first-time STAMP participant.
2. Applicant must be a BRCC member or regular attendee.
3. This form must be submitted two weeks prior to the STAMP team's departure.

For Applicant to complete:

Name _____ Phone _____

Trip destination _____ Dates of trip _____

Cost of trip _____ Date Submitted _____

Please answer the following:

1. Is this your first BRCC 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 / prayer supporters do you currently have? _____
5. How much total financial support do you currently have committed? _____
6. Did you send a "second batch" of support letters? Yes ___ No ___
7. How much money can you submit for your own support?

Briefly state reason for scholarship application. (For instance, "I am a new Christian and my non-Christian friends will not give financial support for my trip," or "I am new in church and don't have many contacts yet at BRCC," etc.)

For Team Leader to complete:

Has the applicant:

1. sent out a sufficient number of letters? Yes ___ No ___
2. been diligent in attending the pre-trip training sessions? Yes ___ No ___
3. 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.

Missions Pastor comments:

Date: _____

Missions Pastor’s initials: _____

Amount approved: _____

Not approved: _____

Addendum 10

Black Rock Congregational Church Youth STAMP Trips

1. The Board of Missions recognizes the importance of short term youth trips. The purpose of the trips shall be:
 - a. To fulfill the Great Commission
 - b. Impart a missions mind set through a cross cultural experience
 - c. Encourage BRCC missionaries
 - d. Challenge the student in their own Christian walk
 - e. Encourage students to consider whether God is calling them to cross cultural missions
2. Proposed youth trips shall be submitted to the STAMP subcommittee for approval (Addendum 9, Policies 1c) using the Proposed STAMP Trip Application (Addendum 11) by the published deadline.
3. STAMP-Youth leaders shall adhere to STAMP policy requirements of STAMP leader (Addendum 9, Policies 2). STAMP youth leaders shall perform the same fund-raising requirements as all STAMP participants. Recognizing, however, the importance of continuity of youth leaders, those leading STAMP trips shall be eligible for 1/3 matching funds each time they lead a youth trip. The number of leaders eligible for each trip shall be approved by the STAMP subcommittee at the time of the proposed STAMP project and proposed budget. Team leaders shall be selected on the basis of demonstrated Christian maturity and leadership qualities.
4. The youth trips shall be under the jurisdiction of the STAMP subcommittee and adhere to Addendum 9 of the Missions Policy. (Adult STAMP Policy)
5. Team leaders shall advise STAMP-Youth trip applicants of their responsibility to raise sufficient funds to meet the proposed budget. When a junior high or high school student is accepted into the program, the parent shall be sent a letter from the Missions Pastor informing them of the financial responsibility of the student. Specifically, the parent or student must personally submit the necessary contribution prior to departure. If a team member disqualifies himself or voluntarily drops out of the team, they shall be responsible for reimbursing BRCC for whatever non-refundable expenses that have been incurred (i.e., purchase of plane tickets, etc.).
6. It is the expectation that each youth STAMP member raise sufficient funds to meet the proposed budget. We recognize, however, that some participants may have problems raising all their support funds, scholarship assistance maybe available. Possible scholarships shall be granted, after review by the STAMP Committee, of up to 1/3 the cost of the trip, with preference given to first-time STAMP participants. A yearly youth STAMP scholarship line item shall be included in the Faith Promise Mission budget.
7. Timely training of the youth teams is important. The training shall include at least the following:
 - a. The Biblical foundation for missions
 - b. Cultural sensitivity
 - c. Team unity
 - d. Practical training specific to ministry requirement

8. Application process. The mission trips must be seen as a privilege rather than a right and also as an opportunity for great maturity growth for the student. Therefore:
 - a. Applications, including the endorsement of parents must be submitted by the published deadline.
 - b. All STAMP-Youth applicants must participate in the interview portion of the application process.
 - c. The interview panel shall be comprised of:
 1. Youth Board member
 2. Board of Missions member
 3. Board of Elders member
 4. Team leader for trip
 5. Appropriate Youth Pastor
 6. One member from congregation at large appointed by STAMP committee
 - d. Applicants will additionally meet individually with Youth Pastor

9. The desired student to leader ratio for all trips shall be four to one. Under no circumstance shall a team depart with a ratio greater than six to one. The team mix should have an appropriate male/female balance of leaders to students.

10. It is the desire of the STAMP Committee that junior high and high school students have the opportunity to experience a variety of mission trips which will help their spiritual maturity and cross-cultural awareness grow. The church shall yearly seek to offer two levels of junior high STAMP trips and three levels of senior high trips. The following is a guideline for the types of level trips:

Level	Location	Usual Time Span	Spiritual Maturity	Requirement	Emphasis
Junior High Level 1	Regional usually in New England or the Mid-Atlantic states (ex. NYC, West VA)	5-7 days	Some understanding of Bible	Open to all junior high students.	Work project/VBS
Junior High Level 2	Cross cultural in U.S.	7-10 days	Growing spiritual maturity	Successful completion of Level I	Evangelism/ outreach
Senior High Level 1	Domestic or international w/ close proximity to U.S. (Mexico, C. Am.)	7-10 days	Some understanding of Bible	Open to all high school students	Usually service or work related, including friendship evangelism
Senior High Level 2	International (ex., West Russia, S. Am., Europe)	10-14 days	Growing	Successful completion of Level I	Usually evangelism
Senior High Level 3	International, usually to third world country	10-20 days	High level of maturity & vibrant faith	Personally recommended by youth director. Has completed level 1 or 2 trip	More rigorous

All trips shall require that the student be interviewed and approved by Youth Directors and Interview.

Addendum 11

Percentage of Evangelical Christians by Country

Data from *Operation World, 7th Edition, 2010* – Compiled by Black Rock Congregational Church, Fairfield, CT

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

Black Rock Congregational 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 Congregational 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 annual missions conferences, *News from the Harvest Field* bulletin features, and the Global Information Center.
 - 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 Missions Pastor.
 - To offer you practical assistance during home service as we are able.
- **You, our missionary, have these responsibilities toward Black Rock Congregational 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 _____
Missions Pastor’s 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

