

# A Local Church Missions Handbook

Prefield Ministry Guide

Glossary of Missionary Terms

Pastoral Priorities

Church Policy Discussion

Prayer emphasis

Promoting Missions

MKs & Missionary Women

Short Term Missions Trips

(Websites, books, authors, churches, agencies, resources and personal views mentioned do not indicate official endorsement or agreement by ABWE, its board, missionaries or leadership. These materials are provided in the hope they may help stimulate local churches to greater involvement in fulfilling Christ's Great Commission.  
Document prepared by Ron Berrus)



# Sending Church, Missionary and Agency

## A Caring Partnership



**ABWE does not send missionaries,  
the Church sends missionaries!**

*“ABWE is scaffolding, helping you reach  
the difficult places, building together for  
maximum impact”*

*Dr. Michael Loftis*  
President, ABWE



We are humbled and delighted to be your servants  
and partners in world evangelism.

**The Division of Missionary Care**  
**Ron Berrus** [rsb@abwe.org](mailto:rsb@abwe.org) 717-648-1259

**Prefield Director Brad Winkler**  
[tbwink@abwe.org](mailto:tbwink@abwe.org) 717-703-3457  
**Administrative Assistant Marie Hoover**  
[marie@abwe.org](mailto:marie@abwe.org) 717-703-3460

**ABWE Front Desk 717-774-7000**

**We are here to serve your missionary and your church family.**

The following material was developed by Ron Berrus, as a result of working with many prefielders in 29 years of pastoral ministry.

**It is not the only way to fulfill a sending church responsibility.**

**We hope it can be a useful tool to assist you in thinking through your plans to fulfill your responsibilities as a sending church.**

# The Sending Church

The Ball's in Your Court

## Great Commission

**Matthew 28:19-20**

Mark 16:15

Luke 24:47-48

John 20:21

Acts 1:8



## Great Question

**Romans 10:15a**

The Prayer 10:1 (Matt. 9:36-10:1)

The Path 10:2-10

The Promise 10:11-13

The Problem 10:14-15

## Great Commitment... *The Sending Church*

**Acts 13:1-5**

A Great Commission Matt 28

A Great Question Romans 10:15

**A Great Commitment Acts 13:1-5**

Romans 10:15 “How shall they preach unless they are sent?”

**FINANCIAL RESOURCES – to get to & remain in the *PLACE OF MINISTRY***

**PRAYER – to obtain the *POWER OF GOD FOR MINISTRY***

**Place & Power; Money & Prayer; Prefield is about building a team of prayer and financial partners to enable the missionary to get to *the place of ministry* and to experience *the power of the Holy Spirit* as they preach the gospel, plant churches, and launch missions movements around the world.**

**The Sending Church is the key to fulfilling the Great Commission.**

**The Sending Church is the launching pad for world-wide missions movements**

***The Sending Church* has a **divine obligation** and an **incredible opportunity** to take the **lead role** in sending their missionary to the field. *This is not limited to finances.***

We have the questions posed in Romans 10:14-15 but here's a consequential question for a sending church? **“How do we send?”**

## **FOUR AREAS OF SENDING CHURCH PARTICIPATION IN THE LIVES OF PREFIELDERS**

- 1 Monthly Support Realities**
- 2 Start-up Costs**
- 3 Preparing to Present**
- 4 Strategies to discover open doors**

# SESSION 1: MONTHLY SUPPORT REALITIES

## 2 Key Ingredients for Prefield Success

### Sending Church Investment **The 25/10 Vision**

Significant percentage of total support

**Sending Church @ 25%-50%**

**Supporting Church @ 10%**

**Incrementalism:** it may take two years to reach the goal, but begin implementation with a vision and a plan.

**Yearly Grid:** as you evaluate field missionaries each October, use the same percentages to determine additional support increases.

### **Sending Church Involvement (Total participation)**

Intercession, contacts, encouragement

*Sending is a process, not just a result.* The greater the number of persons involved in the process, the greater the level of interest, responsibility and commitment that results.

**TEAM WORK**

**IT TAKES A TEAM**

The reality for most prefielders isõ  
**100+ churches in the next 30-42 months!**

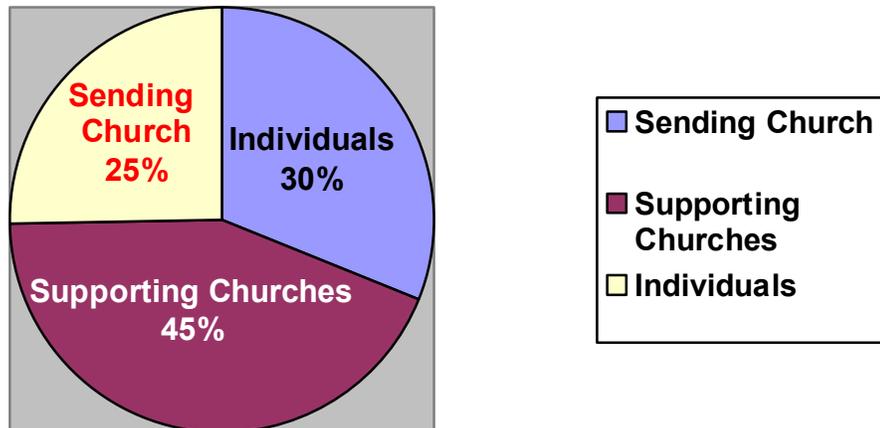
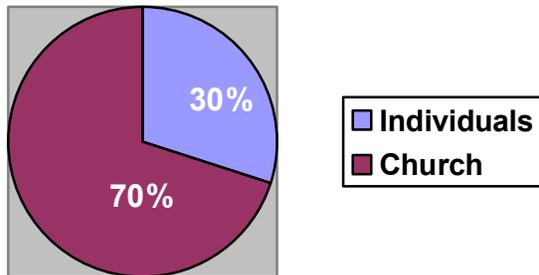
**PRESENT “SOURCE-OF-SUPPORT” AVERAGES**

**CHURCH SUPPORT (72%)**

1. The New Testament pattern is for church support Acts 13:1-4; 15:3; 20:38.
2. Individual giving should be in addition to church tithing, not in place of it.
3. Thinking in percentages, not just dollars (10%, 25%)
4. Sending churches now average 21% of missionary monthly support.
5. **25/10 vision** for sending and supporting missionaries is a workable goal
6. **Incrementalism**; Take steps to reach your ultimate support goals
7. **Total participation is the key to full support**

**INDIVIDUAL SUPPORT (28%)**

1. I Corinthians 9:13,14; II Corinthians 8:7, 9; Galatians 6:10;  
I Timothy 6:17, 18; Hebrews 13:2; I John 3:17, 18 show individual participation
2. Do not solicit church members without pastoral and committee approval



## ABWE Support Example – Family of Four – Iquitos,

| Salary / Housing Support               | FAMILY OF FOUR | COUPLE           | SINGLE            |
|--|----------------|------------------|-------------------|
| Adult Support                          | \$1,240.00     | \$1,240.00       | \$620.00          |
| School Age Child Support               | \$200.00       | -                | -                 |
| Pre-School Child Support               | \$100.00       | -                | -                 |
| Housing                                | \$650.00       | \$650.00         | \$500.00          |
| Children's Education                   | \$250.00       | -                | -                 |
| Social Security tax                    | \$427.00       | \$330.75         | \$172.69          |
| <b>Benefits Support</b>                |                |                  |                   |
| Retirement                             | \$152.00       | \$152.00         | \$115.00          |
| Health Insurance                       | \$499.00       | \$400.00         | \$143.00          |
| Accident Insurance                     | \$14.00        | \$13.50          | \$6.75            |
| Term Life Insurance(*)                 | \$48.00        | \$48.00          | \$16.00           |
| Medical Expense Allowance(*)           | \$100.00       | \$80.00          | \$40.00           |
| <b>Ministry Support</b>                |                |                  |                   |
| Missionary Admin. Services             | \$380.00       | \$380.00         | \$190.00          |
| Furlough Ministry Travel               | \$80.00        | \$40.00          | \$20.00           |
| Individual Ministry                    | \$600.00       | \$600.00         | \$300.00          |
| Field Ministry - pooled                | \$30.00        | \$30.00          | \$15.00           |
| Regional Conferences                   | \$100.00       | \$50.00          | \$25.00           |
| <b>Estimated Monthly Support Total</b> |                |                  |                   |
|  | <b>\$4,870</b> | <b>\$4014.27</b> | <b>\$2,162.75</b> |

### Outfit and Passage Funds

This is a one-time account of approximately \$18,400 that enables us to travel to Peru and set up our home and ministry. It includes plane tickets, car, home set up, shipping and customs.

**ABWE provides additional services that the churches expect for greater effectiveness.**

- A. **Spiritual Support.** Communication, literature, visits by administrators and support personnel, prayer, de-briefing interviews, ME Conference,
- B. **Education/Training** . modules, seminars, classes from Candidate Seminar through career ministry
- C. **Management Support.** Discovering, examining, preparing and appointing prospective missionaries; assisting pre-fielders; technical support (aviation, computer, medical, construction, education); government relations; crisis management; legal support.
- D. **Financial Support.** Accounting and distributing all funds; assist with special projects; file U.S. tax forms for expatriates; pay stateside bills for expats, research cost-of-living, provide accident, health and life insurance and retirement program

## Session 2 Start-up Costs

**Reminder: 2 Key Ingredients for prefield success**

**Sending Church Investment** (25/10 vision)

Significant percentage of total support

**Sending Church Involvement** (Total participation)

Intercession, contacts, encouragement

**Investing People, Time, and \$** (Monthly & Start-up)

### ***Start-up Costs***

**Laptop** **\$1700**

**Projector** **\$1400**

**Literature** **\$ 650**

**Display** **\$ 350**

**Postage** **\$ 400**

**Total** **\$4500**

The more individuals and groups in the church participate, the greater the interest and the greater the level of “sending awareness” develops.

**Project Sponsor Options:** Offerings for a month, Sunday School Classes, Youth Groups, VBS Offerings, Missionary Conference Project, Small Groups, Awana, etc.

You want your missionary to be well equipped to communicate effectively in the churches of North America. Quality communicates commitment.

## SESSION 3 Preparing to Present

### Sending church involvement: People & Time

#### CREATING A SENDING TEAM

**PRAYER:** Daily intercessors who will continually pray for the missionary's spiritual growth, strength, holiness, perseverance, joy, relationships, wisdom, effectiveness in ministry, supporters and spiritual encouragement. **Provide a clear call to commit to prefield intercessory ministry with a sign up sheet.**

**PRESENTATION:** Gifted people who can assist with creation of graphics, images, and public speaking preparation

**Audio Visual Media** . PPT, Video, Scala, other

(ABWE can provide training, production & images on a scheduling basis.)

**Display** – three or five panel . informational & inspirational

#### Literature

- Pastor's recommendation letter,
- Missionary introductory letter & letterhead,
- Trifold Informational Brochure
- Prayer Card
- Response Card

#### Ministry preparations (Pastor's direct coaching is very important)

Testimonies . 3,5,8 minute (salvation, call)

Sunday School lessons for adults & kids

multiple lessons with resources

Sunday/Mid Week Services . full hour

Missionary Conferences, seminars

Multiple venues

Focus, field of ministry, personal fit in the ministry

There is a significant amount of time and effort that goes into being fully prepared for prefield ministry. Some missionaries are very gifted and motivated in these areas; others are overwhelmed by it all. Having a team of partners adds motivation and increased levels of creativity and excellence.

# SESSION 4 Discovering Opportunities

Where do you discover those open-doors of ministry that result in discovering the partners who will invest prayer and financial resources in your ministry?

**CONTACT TEAM:** individuals who will help to generate potential church meeting locations by gathering contact lists and making introductory phone calls

## HOT CONTACTS 1/1

**Close friends of missionary & sending pastor** who are already aware of and interested in your ministry. These should be contacted by the sending pastor or missionary directly.

## WARM CONTACTS 1/5

**Pastor's fellowship & area contacts**

**Church association (state, regional, national)**

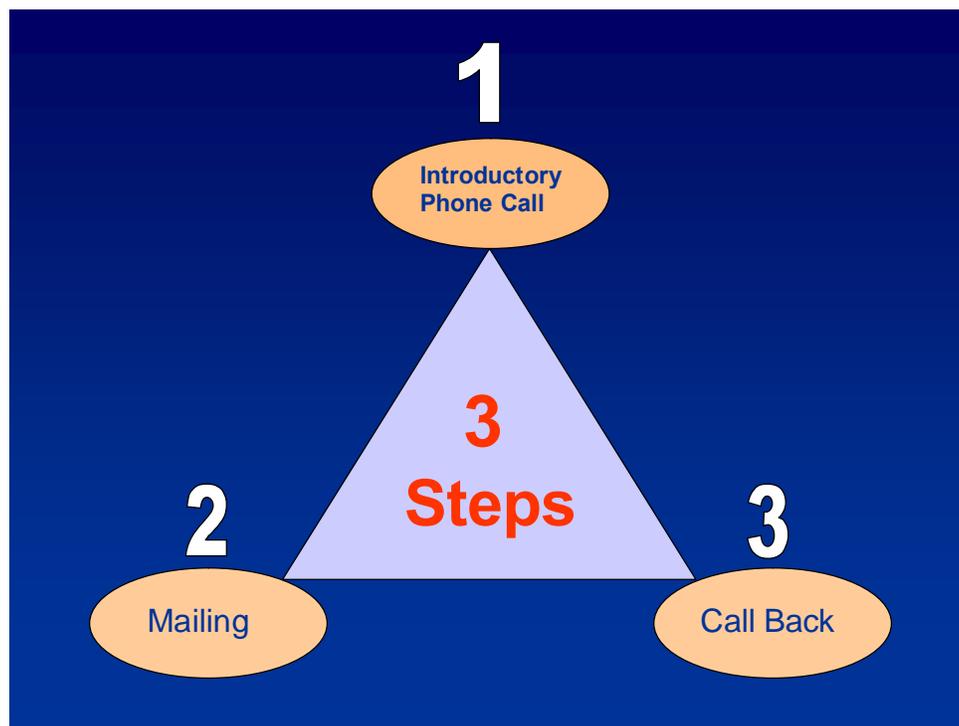
**ABWE church listings** ABWE Intranet lists churches already acquainted with ABWE.

**Church member contacts (contact card idea follows)**

## COLD CONTACTS 1/20

**No connection (Web Search)**

[www.yahoo.com](http://www.yahoo.com) **yellow-page search** search block: Baptist church, or Bible church, or Community church enter . bottom right click %beyond+your city search location. This will take you in ever widening radius search. You can copy and paste entire lists to a Word Document to save space & manage the data.



## **You may already be thinking... Why the introductory phone call?**

### **We have found five reasons why this is worth the investment of time & \$**

Courtesy & screening; saving time & money in the long run

Obtaining of crucial information on the church for the missionary & call back

Show of support . demonstrates the home church's commitment and credibility

Name dropping . increases likelihood of contact reading the mailing with interest

Opportunity to emphasize strengths of the missionary . allows the contact team member to speak of things the missionary wouldn't mention . ministry experience, level of commitment to Christ, spiritual integrity, etc.

**Those who provide warm contacts** could do the initial phone contact if they are able or willing. This breaks the ice for sending the mailing and for the missionary to follow-up with a phone call. However, it is fine for a communication team member to make the call as long as the information is clear, current and accurate.

**Communication team members** make phone contacts & request permission to send literature for cold contacts (See scripts. If answering machine, leave message and still send literature)

### **Phone callers should speak clearly and with confidence.**

Retired school teachers, salesmen, detail people are great team members!!

**Tues, Wed, Thurs 10:00am – 1:00pm Prime-time to find people in the office**

Intro scripts for pastor, secretary and answering machine follow

Confirm spelling of names, phone #'s, email, address, etc.

Maintain complete and accurate record of calls, pastors names, and email & phone #'s.

Get missionary mailing out within 24 hours . major on excellence, economy, and clarity

Missionary follow-up - calls one week later to ask if literature was received and if an opportunity might be available to present their ministry

### **CURRENT PREFILED MINISTRY REALITIES**

É 30 churches a year = full time prefield

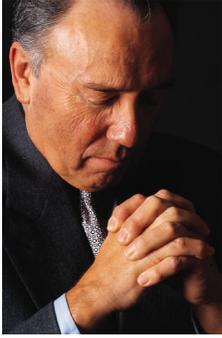
É 100+ church meetings to complete prefield

É 500-800 churches will be contacted (phone, mail)

É 1 out of 5 meetings result in church support

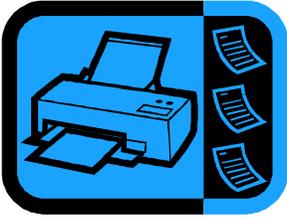
É 20 cold contacts to obtain one meeting

É ***Every prefield meeting holds potential for eventual support – continued communication is essential between the prefield missionary and the church that was visited.***



# Prayer

## Daily Intercessors



# PRESENTATIONS



Media Presentations, Lessons,  
Display, Prayer Card, Tri-fold, Letterhead



## **Making Contacts**

Example of **contact resource cards** for church bulletins to gather potential contacts for your missionary

Contact Resource for \_ (your missionary) \_\_\_\_\_

Your Name, Phone # & Email address:

Your Contact:

Relationship:

- I prefer to make the contact call.
- I prefer to have someone else make the contact call and mention my name

Contact Resource for Elizabeth Bowman

Your Name, Phone # & Email address:

*Ron Berrus 717-774-7000 rsb@hotmail.com*

Your Contact: *First Baptist Church of Bellefonte, PA Pastor Bill Wessel*

Relationship: *We were members there before we moved. My son is an active member and Sunday School teacher there now.*

- I prefer to make the contact call. Let me know when you want me to do it.
- I prefer to have someone else make the contact call and mention my name

## PHONE SCRIPTS

## EDIT FOR YOUR CHURCH AND MISSIONARY

(Rewrite this to fit yourself, your ministry, and your situation. You need to be comfortable and confident with your final product)

### SCRIPT WHEN REACHING A PASTOR

"Hi, this is \_\_\_\_\_, and I'm a member of *the missions committee* here at *First Baptist of Williamsburg*. Our Senior Pastor is *Bill Mitchell*. How are you today?

"Am I talking with the pastor? As I said, this is \_\_\_\_\_, and may I ask your name?

\_\_\_\_\_

"Pastor \_\_\_\_\_, I'm calling to ask you a favor. We have a missionary *couple* from our church, *Jim and Terry Miller*, who are going to *Cape Town, South Africa* with ABWE, the Association of Baptists for World Evangelism.

"Pastor, you get a lot of correspondence from missionaries looking for meetings, and I know there is just no way you can take them all. But I was wondering if it would be OK for us to just send you some information about *the Millers*.

"I really appreciate that, Pastor \_\_\_\_\_. *Jim and Terry* are a wonderful *couple*, very committed to Christ, active in *evangelism and discipleship*, humble, eager to be used of God. They've served the Lord here at *First Baptist* for several years and are ready to get to the field as soon as the Lord provides.

"Pastor, can I ask the correct spelling of your name, and also the mailing address for the church.

\_\_\_\_\_

"Thanks so much.

"Do you have an email address, by any chance?

"Pastor, it's been great talking with you. You should be getting the mailing in a few days.

"If you have any questions, please feel free to call us, our Pastor, *Bill Mitchell*, or the Millers directly. All those phone numbers and email addresses will be in the mailing. We'd be happy to answer any questions you may have.

"May the Lord bless you and your ministry. Have a great day. Good bye.

### SCRIPT WHEN REACHING AN ANSWERING MACHINE

"This is \_\_\_\_\_, and I'm a member here at *First Baptist of Bellefonte*. Our Senior Pastor is *Bill Mitchell*.

"We have a missionary couple from our church, *Jim and Terry Miller*, who are going to *Cape Town, South Africa* with ABWE. You'd be receiving a mailing from us concerning the Millers and we wanted you to know about it ahead of time.

"*Jim and Terry* is a wonderful couple, very committed to Christ, dedicated, active in evangelism and discipleship, humble and eager to be used of God. They're ready to get to the field as soon as the Lord provides.

"If you have questions, please feel free to contact us. Our phone number is 814-355-5678. All the information will be in the mailing. Have a great day. Goodbye.

## SCRIPT WHEN REACHING A CHURCH SECRETARY

"Hi, this is \_\_\_\_\_, and I'm a member of the *missions committee* here at *First Baptist of Bellefonte*. Our Senior Pastor is Bill Mitchell. Is your Pastor available? (If yes, move to original script. If not, leave the following message.)

"We have a missionary *couple* from our church, *Jim and Terry Miller*, who are going to *Cape Town, South Africa* with ABWE, the Association of Baptists for World Evangelism.

"I know you get a lot of correspondence from missionaries looking for meetings, and there is just no way you can take them all. But I was wondering if it would be OK for us to just send you some information about *the Millers*.

"I really appreciate that. *Jim and Terry* are a wonderful *couple*, very committed to Christ, active in *evangelism and discipleship*, humble, eager to be used of God. They've served the Lord here at *First Baptist* for several years and are ready to get to the field as soon as the Lord provides.

"Can I ask the correct spelling of your pastor's name, and also the mailing address for the church?

\_\_\_\_\_  
"Thanks so much. Does the church have an email address, by any chance? \_\_\_\_\_

"You should be getting the mailing in a few days. Shall I put it to the attention of the pastor or someone else?

"You've been so helpful. It's been great talking with you.

"May the Lord bless you and your ministry. Have a great day. Good bye.

## SCRIPT FOR FOLLOW UP CALL BY SENDING TEAM MEMBER AFTER CHURCH VISIT

Hello Pastor \_\_\_\_\_

This is \_\_\_\_\_. I'm part of Mark and Andrea Jones sending team from Calvary Baptist Church. How are you today?

Pastor, on behalf of Calvary Baptist, I want to thank you for opening your hearts to the Jones' family and for allowing them the privilege of presenting their ministry in your church. We know you can only take a fraction of those missionaries who request that opportunity, and we are truly grateful to you.

Pastor, we wanted to let you know that the Jones' are now at \_\_\_\_\_% of their support.

In addition to praying for your church, we are calling to see if there is any likelihood that you would consider partnering with us here at Calvary Baptist in supporting the Jones in either 2006 or 2007?

Thank you once again, Pastor \_\_\_\_\_, for your interest in the Jones family. We covet your prayers for them. May God give you His blessing and wisdom as you lead \_\_\_\_\_ church there in \_\_\_\_\_.

Please contact us anytime if you need clarification or want current information on the Jones' family. Thanks again. Goodbye

**October, January, and April are common months for church support decisions.** Prayer letters should be designed to remind of your ministry and keep you before them. Keep in mind that the Prefield Department follows up the Evaluation forms. We send a letter thanking each church for having you and for their taking the time to fill out the form. We also ask them to give prayerful consideration to your support. This is designed to keep your name before the church.

## The Prefielder's Calendar Year

|                   |  |
|-------------------|--|
| Mid Jan - Apr     | <b>Missionary Conference Months</b>  |
| Mid Sept - MidNov | <b>Missionary Conference Months</b>  |
| Oct/Nov/Dec/Jan   | <b>Budget Decision Time</b> for New Calendar Year<br>Key time for reminder letters from sending pastor |
| Nov/Dec/Jan       | Schedule meetings for Spring/Summer/Fall   |
| January           | Schedule meetings while the slate is open for many churches  |
| Apr/May/June      | Schedule meetings for Fall & Winter<br>Many Pastors plan rest of year's missionary mtgs by June        |
| June/July/August  | Camps & VBS<br>Great time to provide Pulpit Supply for area pastors . make offer                       |
| Dec               | Great time to provide Pulpit Supply for area pastors . make offer<br>in October and November           |

## Prefielder's Journey      100 churches, 30-42 months

|         |   |              |
|---------|---|--------------|
| 0-40%   | Slowest, unless major sending church support  | 12-24 months |
| 40-70%  | Slow, getting old, needing perseverance   | 12-18 months |
| 70-100% | Finish strong, continue meetings, key mailings to encourage<br>Small additional increases to reach 100% | 6-10 months  |

## Communication

Keep the monthly prayer letters coming . keep your name and ministry before your contacts  
Keep goals out front . 25%; 50%; 85% & FPS; 100%      Language School; O&P needs  
Plan your appeals carefully and clearly . let sending pastor lead the charge  
85%+ appeal to complete support & O&P  
End of year appeal in October or early Nov with sending church follow-up notes

# Glossary of Missionary Terms

The Great Commission - the last command of Jesus Christ to His church to go into all the world and make disciples, teaching the gospel and training believers to live for Him and to reach others also. (Matt. 28:18-20)

Missionary - a person sent out by the local church to evangelize or assist in evangelizing a people group somewhere in the world for Jesus Christ. Career servant of Christ.

Sending church (Home Church) - the local church that actually sends the missionary - usually assisted by other churches and individuals

Support Team - all churches and individuals who support the missionary financially and prayerfully enabling them to go to the field

Mission Board - an agency created by local churches to assist in training, screening, and directing missionary candidates. The Mission Board assists in financial, governmental, transportation, insurance, emergency and relational aspects of missionary life. Boards do not replace or compete with the local church. They carry out an assigned role enabling missionaries to serve more effectively.

Missionary Candidate - one making application to a mission agency for missionary service.

Appointee - candidate who has been appointed by the mission board to a particular field of career missionary service, but not yet arrived on the field. (i.e. Appointed to Ghana )

Candidate Classes - a few week introductory seminar in which the candidate gets in-depth information, and is evaluated by the board for potential career service. All matters of faith, practice, doctrine and mission policy are clearly explained. At the closure of candidate classes, the candidate may then be appointed to a particular field upon approval of the church and the board's approval. They will then move out to seek support to begin their missionary career.

Pre-field or Deputation - the time that the missionary appointee is seeking to raise financial and prayer support sufficient to begin their career ministry. It usually requires a period of 2 to 3 years and visits to 100+ different churches to raise sufficient support. The average church planting missionary has 26 supporting churches and 12 individual supporters.

Commissioning - the home church will commission the missionary as their own representative for the purpose of fulfilling the great commission.

Field Administrator - individual who oversees a group of missionaries and acts as their mentor, advisor and counselor. He carries their concerns to the administration of the board.

Field Council - a group of missionaries working together in a given area. They jointly make decisions about mission strategy, goals, and plans. Functions somewhat like a church staff, although they are usually serving in different churches and ministries. (i.e. The N.E. Brazil Field Council.)

Church Planter - a missionary who is actively involved in evangelism and leadership training leading to the starting of local churches of like faith and order to his own sending church.

Church Planting Assistant - a missionary who assists the church planter by providing education for MKs (school teachers), leadership training specialist (bible teachers in institutes, colleges, seminaries), youth specialist, medical specialist (opens doors with national unbelievers), literacy specialists (translators, literacy training), administrators, business managers (large Field Council or difficult political environments).

Outfit and Passage Funds - those additional funds necessary to cover transportation of the missionary family, their belongings (usually a 40 foot container), and all the costs associated with setting up a home in a foreign country. It also includes funds for immediate evacuation in case of emergency.

Regular Support - that amount of money it takes *every month* to support the family on the field. It includes housing, education of children, rent for church building, hymnals, all materials for starting a Sunday School, medical insurance, transportation, retirement, Social Security, food, clothing, salary, etc., etc.....

Term - a given period of active missionary service on the field. Usually 4 years. So a ~~second~~ term+missionary is going back to the field after 4 years of ministry and a furlough.

Furlough - a break between terms during which the missionary reports to the supporting churches. He reports what has been accomplished, and requests specific prayer support for the ongoing needs and goals for the next term. Also a time to visit new churches to raise additional support when needed, medical check-ups, additional education, etc.

Prayer Letters - that monthly correspondence the missionary send to his supporting churches to keep them informed of prayer needs.

Language School . 1/2 year course of study to learn the language of the people group he is going to minister to. It usually takes all of his first year (or more) devoted full time to learning the language. It also may entail learning one or two more additional local dialects depending on the field of service. (It takes 20 years to become really fluent)

Culture Shock - the effect of being immersed in a foreign culture; exposed to different people, foods, ways of doing things, fellow missionaries, loneliness; often leads to a period of depression and feeling of inadequacy; a crucial time during which many missionaries turn back due to discouragement.

Nationals - the people to whom the missionary ministers. (Used to be called ~~nat~~atives+- but that term has taken on condescending overtones.)

Indigenous Policy - make the ministry adapt to the culture (not sinful) and eventually turn the work over to national leadership. Reproducing the ministry in the culture as completely possible with nationals sending out their own missionaries to other fields. (i.e. Brazil now sending missionaries to Portugal, and Filipinos sending missionaries to Vietnam.)

# Home Church Pastors Assisting Missionary Appointees, Short Termers and Veterans with support needs

## Missionary Appointees and the Home Church Pastor

**PASTORAL INVOLVEMENT IS CRUCIAL.** Pastors of sending churches for missionary appointees have a significant responsibility to provide spiritual encouragement and counsel. They also have a significant opportunity to assist the appointees in making contacts and opening doors of opportunity for ministry presentations. Either personally, or by recruiting help from within the missions committee or church, the following are simple but important ways to help your prefield missionary succeed in getting meetings and gathering a sending support team to get them to the field.

### 1) **Give advice, creative suggestions, and assistance in the preparation of materials**

He could likely provide the names of individuals who can assist the appointees in preparing their display and presentations. The pastor is the most familiar with who knows how to do what, and can enlist that assistance for the appointees. **This includes computer people familiar with Power Point, audio techs for digital sound editing using Sound Wave or similar software, creative/craft types to help with design work for prayer card and display, English majors and teachers to review scripts, testimonies, etc.** *(Often, the mission board will provide much of this technical support. But sometimes that do not. If you have the capability to do a quality job, get people involved and do it. It will get the whole church family involved. Someone needs to be in charge and see to it that deadlines are met and things are done. The missionary appointee should not be hindered, but rather helped, to reach a speedy conclusion to the preparation process.)*

**The Display** . pictures, titles, graphics, boards, lighting, table cloth, curios, etc.

**The Multimedia** PowerPoint, Scala, or Video Presentation

**Testimonies** . written out, to the point, including the gospel

**Messages, lessons** . two or three of each

**Prayer Cards, Commitment cards, Introductory letters, mailing materials, etc.**

Since the pastor has seen scores of presentations, displays, testimonies, etcõ . he is a great resource for advice and critique.

- 2) **Assist in creating and/or obtaining literature** the appointees will be sending to the churches. This includes **a pastoral letter of introduction and recommendation** written and personally signed by the pastor. A brief note by the pastor also helps make it personal.
- 3) **Promote the Missionary Appointee before the congregation** continually enlisting prayer and financial support. Keep the congregation abreast of where they are holding meetings, new supporters, support levels, goals, etcõ
- 4) **Assist the missionary in getting meetings** by securing and maintaining a database of contacts. The pastor can call several other pastors he knows personally & requesting

permission to send literature, giving a brief word of introduction and recommendation on their behalf. This provides the appointees with clear expectations and a workable plan. They follow-up with their own phone call the following week and seek to book a meeting. **The pastor can really jump start the missionary into meetings by his own personal involvement early on in the process.**

Contacts can be categorized as **HOT, WARM and COLD**. **HOT contacts** are personally known by the pastor or missionary. **WARM contacts** are friends of friends. There is SOME CONNECTION, although not as close a connection as the first level. **COLD contacts** are churches of like faith, but unknown to the home church, pastor or missionary. But the fact that they are of like-faith puts them in the ball park. COLD contacts should be sought out in an ever widening radius.

HOT contacts are those you (as pastor) and your missionary are already well connected with. They include fellow pastors, family, and friends. Make a complete list. Hot contacts should be contacted directly by the missionary or the sending pastor, depending on whose contact they are. These are the most personally interested and involved.

WARM contacts can be generated from the entire church family. Ask the congregation to provide the names of other Bible believing churches and pastors who could be contacted. Be sure to get the connections . the church member's name and the church connection that exists; i.e. *"Martha Jones – my sister Phyllis is a member of Blackstone Baptist in Kensington. Phyllis is a Sunday School teacher there. The Pastor's name is John Phillips"* This may seem too distant, but if Martha can call Phyllis and ask her to inform her pastor about your missionary, a bridge can be built. Warm contact churches should receive a phone call to request permission to send literature. The contact bridge can also be mentioned during that call.

It is best if one or two other individuals could then be recruited from the missions committee, or the church at large to call warm and cold church contacts to request permission to send literature. This introduction by phone alerts the pastor or church leader of the coming mailing and makes it more likely to be read upon arrival. If the home church is a part of a regional, state or national fellowship of churches, this mailing list should be easily available. ABWE has a list of churches too. The other option is to use a web-search site such as Yahoo or Google, and do a Yellow Page area search for churches with the name %Baptist+ or %Bible+ or %Community+, etc. and locate the search within a certain radius of major cities in different regions of the state. This can provide hundreds of church options for additional contacts. It is essential to keep a current database of all churches contacted so that you do not repeat contacts that are found through additional Web searches. (SEE SENDING CHURCH SUGGESTIONS IN TOOL KIT)

- 5) **On-going Encouragement.** Your continued involvement with your Prefielders is so important. Contacts by phone, having them in your home, praying with them every couple of weeks. all of these are so important. Critique and guide the missionaries preparations for presentations. You know what will be well received. Communication is your life! Help them become as effective as possible. Be honest, be clear, be direct.

Once your missionary gets ramped up to full time prefield, they will begin to sense a disconnection from the home church, since they will rarely be in the Sunday services. It will be important for them to stay connected by your involvement with them during the week.

Setting up a twice monthly time to meet and pray can be a life-saver. Regular emails every few days also provide tremendous support. Your significance now and in the future cannot be overemphasized. You are still their shepherd. They still need your ministry. Seeing them develop during prefield and then adjusting to the field will be significant times of need. Your active involvement in their lives is crucial.

## **Short-Term Missionaries and the Home Church Pastor**

Short-term missionaries are defined in this paper as those who are going to a field for a particular assignment with start and end dates defined. Such things as building projects, teaching in an MK school for a year, assisting a field as a business manager for six months, etc. The time to raise these funds is often short. (It is assumed that the short-termer has gone through the steps of counseling with the pastor, presentation to the missions committee of the local church, approval to pursue the ministry by the committee and the church leadership, approval by the agency and the field counsel, and appointment of the home church.)

Pastors of Short-term appointees can assist in the same ways listed for career appointees previously. However, it is usually not necessary to create the size or scope of presentation normally associated with career appointees. The following are normal avenues of pastoral assistance or sending team help for short-term missionaries. Create a ~~send~~ sending team to assist the missionary in the following ways

- 1) Assist them to create (in cooperation with the finance office of the mission board, if such exists) a workable budget for the ministry. This will include travel expenses, living expenses on the field, insurance, expenses back home in their absence, work funds on the field, project funds for such things as a computer, tools, etc
- 2) Assist them in creating a plan for the maintenance of their home in the states, the management of their funds in paying local bills, etc. There is usually the need for someone to take oversight and responsibility of caring for these things in their absence.
- 3) Assist them in preparing a mailing list for all family and friends outside the local church.
- 4) Assist them in preparing a mailing list for all family and friends within the local church.
- 5) Assist them in preparing a mailing list for those churches that would directly benefit from the short termers' ministry.
- 6) Assist them in the creation of a prayer card, tri-fold brochure, & support commitment card
- 7) Assist them in creating a letter of explanation and request for support. This may constitute two or three different letters depending on the recipients.
- 8) Assist them by creating a Pastoral Letter of Recommendation personally signed
- 9) Assist them by recruiting help in preparing and mailing the materials.

- 10) Assist them by making as many phone contacts with area pastors and churches who may want to assist with a one-time gift. Be clear about the total \$ goal, what the local church is seeking to provide, and what you are seeking to raise and when it is needed.
- 11) If churches express an interest, and would want a presentation, assist the short-termer by preparing them for their presentation and sending along a family from the church with them to provide an introduction and spiritual encouragement. A member of the missions committee is a natural choice.
- 12) You may want to send additional mailings every month to update all the churches and individuals as to the present status of the ministry goal and departure dates, times, location, etc.

## **Veteran Missionaries and the Home Church Pastor**

Almost every veteran missionary will, from time to time, be faced with a financial burden on the field. It may be the result of inflation, medical necessities, additional children, or the loss of supporters or supporting churches. When this happens, it is the responsibility of the home church pastor to go to bat for the missionary and seek that additional support. The special target will be the existing support team. The following are suggested things the home church pastor can do.

- 1) Make the need exactly and specifically known to the home church. A special one-time offering could be a stop-gap help for a month or two while the rest of the project gets off the ground.
- 2) Create a letter to the entire mailing list (this would include supporters and non-supporters) detailing the situation and the need. You may want to break the need down to workable numbers. For example

John and Jane are in need of an additional \$800 a month support, due to the present inflationary crisis in their country. We, as their home church, are going to do all we can to meet this need, but we cannot do it alone. You are one of the 18 support churches. If every church could increase their support by \$50 a month, the need would be fully met. Another way of looking at it, if every church increased their support by just 15%, the need would be met. We understand that some of you just cannot do that at this time. Some may be able to do significantly more than that. Would you join us in prayer, and if possible in financial assistance, to keep John and Jane on the field. You are well aware of the effective ministry they have and the importance of keeping them on the field. We are trusting God to meet this need in the next 60 days. We have taken an offering to meet the need for the next couple of months. But we wanted you to know, you who love and appreciate them just as much as we do, that the need is real and urgent. Thanks for all your support in the past and your continued support in the future. Sincerely, Pastor +

- 3) Create and include a self-addressed postcard or envelope that enables them to indicate what they are planning on doing to help meet the need.

- 4) Follow the mailing with a phone call to all the churches two weeks after, to be sure they received the mailing, and to see if they have any questions or concerns. (I do not contact personal supporters after the letter, only supporting churches.)

## **The Significance of the Home Church Pastor**

We, as pastors, have a great opportunity to encourage and support our missionary families. When you become aware of a financial need among our missionary family, and you are not the home church, try to get direct and detailed financial information from the missionary and the home office of the mission board. Then make contact with the home church pastor to be sure he is aware of the exact need, and if you could share with him some ideas to perhaps help meet the need. Never, never, never do anything in this regard without the complete approval and permission of the home church pastor. This is their responsibility, not yours. However, sometimes the home church pastor is not aware of the need, or what to do about it, and so a word of encouragement and counsel is usually appreciated.

Mailing lists of the missionary can usually be obtained from the missionary or the mission board with the missionary's permission to release that information. Be sure the missionary and the mission board are aware of your plans before you begin a mailing. This eliminates confusion and duplication of effort in the event they or the missionary are already in the process of sending out a letter of appeal.

God has given us great tools to communicate with one another. It requires an investment of time and energy on the part of the pastor and church staff. But it is an investment that is both essential and productive.

If I can be of further assistance to you in these matters, please feel free to contact me.

Adios, Ron Berrus

ABWE Division of Missionary Care

PO Box 8585

Harrisburg, PA 17105

717-774-7000 or 717-703-3457 direct

717-932-0158 home

[rsb@abwe.org](mailto:rsb@abwe.org)

# Questions & Answers

## Local Church Missions Policy

**Missions Issues in the Local Church. (support levels, ministry roles, location, vocation)**

**Disclaimer:** *“THESE QUESTIONS ARE FROM FELLOW PASTORS OVER SEVERAL YEARS.* These are only my views, from a vantage point of 29 years in the pastorate, and sending 16 families into career missions. I responded to these questions while in the pastorate. *Ron Bervus*

**Q - “Would you provide some missions’ policies you operated by at First Baptist.”**

**Great Question.** Frankly, we don't have a lot of written policy. Rather, we focus on training and sending out missionaries locally and globally as God calls them. *We focus a lot of our energy on training young couples* to actively share their faith and staying open to God's call, *exposing them* via short-term trips and other opportunities *to see themselves in missions*. I will respond briefly to your questions, and if you want to give me a phone call some time, we could talk more at length about the various concerns you have - all of which are serious and important. **We have simple reasons and goals that drive our decision making. I'll share them as we go along.** (Please forgive typos, etc - as I am hurriedly sending this off without spell checking!)

**Q - If we have extra funds, where do we apply it. If we are short and face a cutback, how do we apply the cuts?**

**We have a built in "benevolent" line in our missions’ budget (\$200 per month)** that allows us to have several thousand dollars available for emergency needs that arise. We also put extra funds into it as they become available. **We keep an ongoing list of current needs** among all our missionaries that we review in our monthly meetings. We take these from their written and email monthly correspondence and phone calls. We discuss and pray over how we should respond to each need. We are constantly sending out short-termers, short-term trips, youth teams, etc...all of whom need support. Most raise all their support individually, but we assist those who are economically challenged so that everyone is able to participate. **We make our "support decisions" annually.** If a missionary has a need mid-year, we will send a significant one time gift to help, and then put it on the table for monthly support increase review in October. **We gather our missionaries’ support info in October, and present a new budget for the coming year in early December to the congregation.** Letters go out to all agencies and individual missionaries requesting financial info, level of need, our present support percentage of their total, etc.... this gives us a complete picture of each missionary and each level of need and our present responsibilities in view of the big picture. We create an excel spreadsheet and work through it in our committee meetings. We operate by consensus within the percentage parameters I will share later on.

**Q – Could you also provide some figures as to what many church policies show as % support for a supporting church and a sending church? Also, what usually happens when a missionary retires? This would be current retirees, not those who may have retired several years ago.**

Great questions!!! You are ringing the bell with every one! I know you are wrestling with the same questions every pastor wrestles with who wants to make an impact for Christ's commission!

**OK..."Could you also provide some figures as to what many church policies show as % support for a supporting church and a sending church?"**

**I want to talk about goals here**, since the size of the sending church, location of the missionary, size of the missionary family, and type of ministry vary so greatly. Some families only need \$2800 a month while others need \$7,500 a month. (I'm not kidding! Ever tried to live in Norway, Japan or South Africa?) **So, when a sending church thinks about support, they should think: Starting levels and Ultimate goals. Work to educate your people to think in terms of percentages rather than dollars: We use a 25/10 Goal**

**25+% goal for a sending church,  
10% goal for a supporting church.**

We give 25%, and up to 50% as a sending church. Many churches give 30-50%. I would recommend **a minimum percent level as a supporting church, and a higher commitment as a sending church.** We decided on the 25%/10% for prefield support and also use those percentages when considering support increases on the field.

**Q – Retirees; should we continue their support?**

**The home church should take the lead in assisting their retiree to be well taken care of at retirement. We have, as a supporting church, with the sending church's permission, stepped out and done the following...**

**We ask specific questions of the missionary and the mission agency regarding**

- 1 What are their needs going to be - dollars per month - to live comfortably at retirement
- 2 What they would recommend for their retirement status support need \$ per month total additional to any retirement plan funds they will receive
- 3 What are their plans for ongoing ministry in retirement that would require funds for travel, materials, etc....
- 4 How many supporting churches do they presently have (to determine shared burden bearing?)
- 5 What is the new level (percentage wise) compared to the active status level

**Example: Missionary Bob retires, used to require \$4500 per month will now be able to comfortably retire at \$800 a month, for added insurance costs and planned travel back to the field to teach in the Bible College twice a year.** We find that missionary Bob has **20 supporting churches.** We are presently supporting them for **\$500 a month.** Since we providing **9 percent** of present support - **we decide to continue supporting Missionary A at \$100 a month (a bit more than 10% of new need** - we always try to do more than bare minimum - knowing some churches may drop them completely). We then request that Missionary Bob contact us in 6 months to let us know how their support needs are being met in retirement. **With the home church's permission, the mission board's permission, and the missionaries' permission, we send out a letter to all the supporting churches fully informing them of the need, and requesting they consider continuing support at whatever their comparative percentage may be.** This has worked very well. We simply follow up on the need each year to see if we need to increase our support. The sending church, or at least a supporting church working with the sending church, should take the lead in this. I do not think it should not be the role of the agency or the missionary themselves. We sent them, not the agency. We support them. We must continue to take the lead in caring for them.

Again, we don't have a lot of written policy - but we do attempt to follow the general philosophies I've shared. I would love to talk with you more in the future and share together what we are learning along the way.

### **Q- How do we respond to questions on why do we support a certain ministry more than another, for example, evangelism versus church planting?**

**We support missionaries based on several factors: Are we the home church - if so, we expect to give a minimum of 25% of their total support.** It may take us 2 years (in steps) to get to the 25% -but that is our goal. Having sent out 9 career families from our church in the last 10 years, it has been over a decade since we have taken on "outsiders". **We made initial decisions based on what we thought would be a good balance - at least one benevolent type ministry (crisis pregnancy, mentally handicapped, etc.), one training institution for missionaries, at least one college-age outreach ministry, at least one children's outreach ministry, one ministry to military, then thinking globally - trying for a balance in NA, SA, Africa, Asia, Eastern Europe, Western Europe, Far East.**

**The goal for supporting missionaries is for world evangelism and church planting** (everything needs to be tied into church planting in some way; but not necessarily just a church planter) because if it isn't tied into church planting, it isn't going to last. **We also want to give the congregation a world-wide vision.** Having regular exposure to the entire world is essential to keep the big picture. **We also heavily stress local outreach** having created about 25 local outreach ministries to prisons, jails, nursing homes, visitation, apartment complex Bible studies, discipleship groups, youth outreaches, school outreaches, sporting outreaches, etc. etc - missions must be seen, not as a program of the church, but as the very purpose of the church. We exist to glorify God through missions - making the gospel known by evangelism, discipleship and training workers for the harvest - the total harvest here and beyond.

**Financially, we only adjust monthly support once a year** - but flexibility to respond to present needs and new outreaches during the year **through one-time gifts.** We often raise support for a special missions project quarter, as well. We do not limit our giving vision to just the presently supported missionaries.

### **Q- How do we specify a certain priority[s] without being too binding?**

**That is a great question! That's why we don't have a written policy beyond the ultimate goal of sharing Christ's gospel and church planting.** We never know the kinds of laborers Christ will raise up from among us or the kind of responsibility He may give to us. **Everything needs to be tied into the ultimate goal of making disciples and planting church planting movements world-wide.**

### **Q- Should we be prioritizing evangelism versus church planting or support ministries etc?**

I think this question arises, perhaps, because you are looking primarily outside your local church for missionaries to support. If you began to see a steady stream of your own people going into missions, then you would be focusing more on the individuals, rather than the options available. **I think support ministries are just as vital as "front-line" evangelists and church planters.** I would suggest you think about your future - laying out a vision for what God might do through your church in the next 10 years. What if.....God raised up a

new missionary couple every year for the next 10 years? What if a sister church near-by has a missionary looking for support? How can you network with sister churches? How can you work with sister churches in training missionaries, raising support, etc. I would caution you in setting policy about the "kind" of missionaries you will support - as many missionaries simply couldn't function with the MK teachers, the builders, the maintenance people at hospitals & etc.....

Work at getting your church people on the fields, visiting the mission agencies, getting a bigger view of the field of the world...

**Q- Is it reasonable to apply some priority geographically?**

**Sure! You want your people to develop a world-wide vision. The best way to do this is by supporting "effective" missionaries in various places globally.** Also, there are significant areas of the world where the un-reached are more numerous and more untouched. The 10/40 window countries including North Africa, and the Middle East, plus India, China, and the Muslim Republics of Russia. These creative-access countries require unique personnel and unique access. **But we cannot ignore India and China, where one third of the world's population lives and is predominantly unevangelized.**

**Q- We know there are global needs, but Canada is slipping further and further as far as the Christian population goes. People argue that Canadians have lots of opportunity to hear the gospel, whereas many African or Middle East countries do not.**

**That's true - but if the proposition were both/and instead of either/or, there is no controversy.** We have major local needs. So we work with Asian and Russian peoples locally in helping to start and encourage Russian and Chinese speaking churches. But we also send missionaries to China and Russia. The needs of Canada are great and legitimate. So do something locally where it isn't going to cost that much financially, but will in personnel and effort and time... and in the population centers where the opportunity is greatest. **You can't do everything, but you can do something, and you must do what you can do right now!**

**Q - We also do not want to neglect our own backyard, as this is where we are visible to the local community and need to be seen caring enough to financially support some efforts to spread the good news.**

**AMEN - but don't limit the support with just giving money - muster the troops to get involved with the local ministries.** We have about 50 people involved in local outreach ministries - most with our own church outreach, but several with other ministries directly attached to our church. Work at a total community vision for your church for evangelism and outreach.

***"Hey, more great questions! Positive changes always occur when we dare to ask really good questions. I have left your questions intact, and then given my responses following. Hope you can follow it. Joe, I am not trying to be the "guru" here. (poor nomenclature, I know!) I have come to some definite conclusions on these things and so I speak forthrightly. Just remember, I may not be right, but I always have an opinion!! I am always happy to be corrected and challenged. So here goes. (Isn't it great to discuss the very reason we exist as the church on earth? I get weary of discussing the non-consequential. But I never tire talking of Christ and His great call to take His Name to the nations!!)"***

**When you thought of "being involved" with missions and missionaries, what came to mind? Financial, physical, prayer, spiritual, etc...**

**Yes...all of that... first...**

To raise up the next generation of laborers for the harvest - intense local church evangelism and discipleship and leadership training and ministry training in the local church.

Then, with field missionaries, to create a truly informed, passionate, praying church that know their missionaries, know their needs, understand the real issues of cross-cultural missions, and pray to that end.

Then, as a result, to manage ever-increasing financial resources that pour in as people get a vision for the glory of God and the work of the gospel all over the world. The church doesn't have a missions program. It is a missions program!!! The church's purpose is missions - locally, globally - to make disciples...fully obedient, church connected, world-traveling disciple makers. Matt. 28:18-20

Then, to strengthen our laborers on the fields by providing continual spiritually enriching communication by letters, tapes, books, resources, visits, phone calls....keeping them encouraged by refusing to let them think they are forgotten.

**How did you choose to work with Missions agencies?**

**Agencies do things better and more effectively than a local church can in areas of financial accountability, resourcing, communication, field administration, strategy and ministry coordination.** They provide the big-picture assistance that we need as a local church to do the best job possible. We looked for agencies that shared our doctrinal foundation, ministry focus and philosophy, and biblical understanding of the primacy of the local church.

**In your mind and practice, were the shepherding responsibilities that you had for that person or couple sent from your church transferred to their agency?**

**Shepherding in the realm of ministry direction and field effectiveness, yes. Shepherding in the realm of spiritual accountability and communication, no.** The local church is still the sender of the missionary. It is not about ~~who's~~ boss+, but rather ~~how~~ can I help+. The agency is our partner, our companion in the greater work of God.

**Was there ever tension between the church and agency leadership?**

It depends. If there was perceived tension, it was usually a result of miscommunication, insufficient communication, or assumptions made on the part of the agency leadership, the local church sending pastor, the missionary, or all three. Communication and humility under the Spirit's leading resolves conflicts. Matthew 18 applies in every relationship for the believer.

## How did you work this out?

Getting on the phone and talking openly, clearly, asking (unloaded) questions, and seeking resolution of confusion; Seeking to make sure everyone understood everything about the concerns and the process of decision making. I always seek to follow Matt 18 whenever concerns arise - I must speak to the person I am concerned about directly. I do not like to write letters when conflict is involved. Letters tend to be difficult to understand and can be simply grievance airing. I need to understand; I need to listen, and I need to work towards healthy resolution for the cause of Christ. Three essentials in all this are holiness of heart, humility of mind, and harmony among the laborers. If honest disagreements become unworkable, and an agency change is needed, it should be done with the blessing of everyone involved and with the guarding of everyone's integrity and testimony. I must not do damage to a brother or a fellow kingdom partner.

## Did you or your church ever consider forming a local church, independent sending agency? Why or why not?

**Sure, everyone one at some point thinks about doing it all themselves.** We wonder why we need an agency. We did it ourselves when starting a daughter church across town. That was easy. But when we began sending our own missionaries to places like Turkey, Egypt, China, Africa, etc... all of a sudden it got real complicated. Instead of being the only supporting church, now our missionaries had 20 or 30 churches sending in funds, with 30 individuals also wanting receipts, currency exchange, country authorizations, on-field advice and direction...and it became pretty obvious why churches started agencies. I frankly doubt we need more agencies. There are over 4,000 evangelical agencies now! Very few churches are large enough and experienced enough to do major cross-cultural missions effectively by themselves. Some can. But we sent out 11 families in 12 years all over the world. We realized the missionary and the ministry would suffer if we tried to go-it-alone.

ABWE and like agencies are "local church agencies". They don't send missionaries, local churches do. Agencies don't provide funding, local churches do. Agency leadership boards are staffed primarily by local church pastors. And lastly, agencies serve local churches. ABWE, for example, serves over 5,000 of them.

## Did you work with one primary organization?

We used three agencies primarily as a sending church. Several more as a supporting church. We selected the agency depending on region of the world, ministry type, and regional team. These three things were carefully considered after the matters of doctrine, philosophy and practice of the agency were clearly shown to be compatible with our local church.

## If so, did you only support missionaries with them?

No. While we had agencies we worked most closely with, *we made our decisions based on the missionary, the sending church, the field, the ministry goal and plan, and then the agency. We wanted to work with agencies that shared our biblical world view and ministry philosophy, of course.* But we understand that agencies don't send missionaries, churches do. So we wanted to know the sending church and the missionary first and foremost. The agency comes third.

## Did you encourage pre-field missionaries to go with that organization?

**We made our decision on agency choice based on our missionaries' goals, experience, focus, location, field team and personal needs.** It wasn't a given that we would only use one agency. I did steer our missionaries *away from* certain boards for various reasons (see previous response), *and to* certain other boards for those same reasons. The pastor and elders need to know what will best meet the needs of the missionary in fulfilling their role in the great commission.

## What was your level of involvement with the missionaries that your church sent out (those specifically from your church and those not specifically from your church)?

Financially? **Sending church at 25%, supporting church at 10%** of the missionaries' total support need.

We supported our own "home grown" (as a sending church) at least 25% - some as high at 75%

We supported other missionaries (as a supporting church) at about 10% of their needs.

***We did this not only initially, but also as we assessed yearly needs for increases.***

## If a local church pastor were to come to you now and say, "We want to be more involved with local church world evangelization." What are some specific things you would tell them?

**Develop a clear, workable plan for raising up your own missionaries.** Pray for that in every service. **Cry out to God** to send out laborers from your midst. It begins with passionate pleading. **Focus on educating the church body** on the great commission and lay out a plan to "do it" locally, regionally, and globally. Get missionaries into the church monthly. **Expose the church body to the world!** Lay out a **goal for financial support** for the future. (Our total church budget was 30% missions) **Begin to be serious disciple-makers in your church.** Develop a plan to **educate your people biblically and theologically and missiologically.** Train your people to know the word, and teach the word. **Develop small group training classes to develop disciple makers.** **Create many avenues of local evangelism** to get people involved in doing the great commission locally. We had 22 community outreach ministries in Bellefonte, followed up with small group or one-on-one new believer's discipleship, followed by in-depth discipling, evangelism training, ministry mentoring, leadership training, and actively communicating and ministering to our missionaries on the field.

I have a lot more to say as to a practical plan to do this - but we can talk more later. I am so excited for your vision!! It makes me want to dive right back in the pastorate, which is and will always be my passion!

**God's best, Adios, Ron Berrus**

Missionary Care ABWE 717-703-3457

[rsb@abwe.org](mailto:rsb@abwe.org)

## 101 PRAYER REQUESTS for the SPIRITUAL WELFARE of OTHERS

The effectual fervent prayer of a righteous man avails much.+ (James 5:16b)

Anonymous came across my desk

- 1...love God with all their heart, soul, mind, and strength
- 2ō present their body a living sacrifice acceptable to God
- 3ō walk humbly with God
- 4ō be an imitator of God
- 5ō submit to God
- 6ō humble themselves in the presence of the Lord
- 7ō know Christ and the power of His resurrection
- 8ō please Christ in all aspects
- 9ō be rooted and firmly built up in Christ
- 10ō abide in Christ
- 11ō fix their eyes on Jesus
- 12ō not grieve the Holy Spirit
- 13ō live by faith
- 14ō walk by the Spirit
- 15ō walk in a manner worthy of their calling
- 16ō walk no longer in the futility of the mind
- 17ō lay aside the old self and put on a new self
- 18ō evidence the fruit of the Spirit
- 19ō walk in love
- 20ō conduct themselves in a manner worthy of the gospel
- 21ō pursue righteousness, godliness, faith, love, perseverance, and gentleness
- 22ō be rooted and grounded in love
- 23ō be transformed by the renewing of their mind
- 24ō not think more highly of themselves than they ought to think
- 25ō think on things that are pure, true, honorable, just, right, and praiseworthy
- 26ō set their mind on things above
- 27ō take every thought captive to the obedience of Christ
- 28ō not be conformed to this world
- 29ō abhor what is evil
- 30ō not carry out the desire of the flesh
- 31ō not allow any immorality, impurity, or greed to be named among them
- 32ō put away all bitterness, wrath, anger, malice, and slander
- 33ō not participate in the unfruitful deeds of darkness
- 34ō consider themselves dead to immorality, impurity and greed
- 35ō resist the devil
- 36ō not practice sin
- 37ō not love the world or the things of the world
- 38ō not give the devil a foothold nor opportunity in their life
- 39ō do nothing from selfishness or conceit
- 40ō put no confidence in the flesh
- 41ō love their neighbor as they do themselves
- 42ō be devoted to others in brotherly love
- 43ō contribute to the needs of the saints
- 44ō practice hospitality
- 45ō bear others' burdens
- 46ō show patience and forbearance to others
- 47ō be kind to others, tenderhearted and forgiving
- 48ō teach and admonish others
- 49ō share with those who have needs

50ō regard others as more important than themselves  
51ō stimulate others to love and good works  
52ō bless those who persecute them  
53ō rejoice with those who rejoice  
54ō weep with those who weep  
55ō not envy others  
56ō be diligent to preserve the unity of the Spirit  
57ō speak the truth in love  
58ō let no unwholesome word proceed out of your mouth  
59ō allow no filthiness or coarse jesting to come out of the mouth  
60ō lay aside falsehood and speak truth  
61ō do all things without grumbling and complaining  
62ō bridle the tongue  
63ō not complain  
64ō have the Word of Christ richly dwell in them  
65ō be doers of the Word  
66ō look into the Word  
67ō meditate on the Word day and night  
68ō hide God's Word in their hearts  
69ō keep Christ's commandments  
70ō live in harmony with their spouse  
71ō love their wife  
72ō submit to their husband  
73ō raise children in the nurture and admonition of the Lord  
74ō speak the mystery of Christ as God opens the door  
75ō be bold in their witness  
76ō conduct themselves in wisdom toward unbelievers  
77ō persevere in tribulation  
78ō always give thanks for all things  
79ō be anxious for nothing  
80ō consider it joy when they encounter trials  
81ō be content in whatever circumstances they are in  
82ō be devoted to prayer  
83ō have a spirit of wisdom  
84ō be strengthened in their inner person  
85ō expose the deeds of darkness  
86ō abound more and more in knowledge and discernment with love  
87ō evidence fruitful labor  
88ō rejoice in the Lord always  
89ō count all things to be loss compared to Christ  
90ō be filled with the knowledge of God's will in all spiritual wisdom and understanding  
91ō bear fruit in every good work and increase in the knowledge of God  
92ō be strengthened with all power  
93ō be overflowing with gratitude  
94ō put on a heart of compassion, kindness, humility, patience, and gentleness  
95ō have the peace of Christ rule in their heart  
96ō do their work heartily as to the Lord  
97ō be quick to hear, slow to speak, slow to anger  
98ō put on the full armor of God  
99ō lay up for themselves treasure in Heaven  
100ō have the words of their mouth and the meditation of their heart acceptable to God  
101ō run with endurance the race set before them

## **PROMOTING THE MAIN THING IN YOUR CHURCH! World Missions Resource**

The preacher of an average-sized church was overheard saying, "It would take a stick of dynamite to shake up the people of my congregation!" Perhaps, but we think there is a better way than blasting powder. In fact, we list below twenty ways to shake up the status quo of your church and make members more conscious of the world in which they exist.

1. Pray for your missionaries by name at each service. Lift up their hands to insure victory in battle.
2. Plan an annual Missions Weekend or longer conference. Select missionary speakers with a definite focus and challenge to the congregation to respond in a specific way as a result of the conference.
3. During your missions conference, conduct an all-night prayer service, mentioning every missionary by name and praying specifically for each nation of the world. Pray for one continent at a time with short films or talks separating the prayer sessions. Pray as one group or break up into smaller groups for some of the sessions. Try some of these suggestions for a period of time and you will discover that your congregation is coming alive to the mission of God!
4. Hang large flags in the foyer of the church building for every country in which you support a missionary. Miniature flags can be purchased for families to place in their homes as a reminder to pray for the people represented by the flags (Frontier Flags, P.O. Box 176, Branson, Missouri 65616; telephone 417-334-1776).
5. Begin praying daily for God to send out a missionary family from your church. (Or the next one, if you're already a sending church)
6. Seek to support all new missionaries for 10% of their support needs as a supporting church. Seek to provide up to 50% of the support of your own missionaries as a sending church. Provide travel funds, working funds or resources for a special project such as the cost of printing a tract, broadcasting a radio program or conducting an evangelistic campaign. Churches of all sizes can do something in world missions.
7. Devote an entire page in the church directory to each missionary you help to support. Include a map, photographs and a brief description of his or her work.
8. Place a large, attractive map at the front of the auditorium. Near it, in lettering large enough to be seen clearly from the back, place an appropriate scripture passage or a phrase such as "Into all the world" or "All authority...all nations...all things"
9. Create MISSIONARY PLAQUES with full color pictures & ministry descriptions & names clearly visible. Rotate them around the church every month. Use the classrooms and halls for displaying maps, flags, bulletin board posters, pictures and curios from the field. Always keep something of a missionary nature on display.
10. Subscribe to World Digest or some other church bulletin insert featuring a summary of missionary news from around the world.
11. Schedule missionaries in one major service every month. Keep continual exposure to

missions a priority. Keep the missionaries continually before your young children, to. They are the next generation of laborers.

12. Send your pastor on a missions trip every year.

13. Buy your elders and preaching staff one good book on missions every year. (John Piper, "Let the Nations be Glad" is a great place to start! Also, see ABWE Website for resources. [www.abwe.org](http://www.abwe.org))

14. Have a few moments for missions at the beginning of every Bible class, from kindergarten to adult. Include news from the field, prayer, information on the region in question, and spiritual needs there. (Your missions committee members can be to info people to give the updates)

15. Include one lesson on missions in all Bible classes at least every six months. Teach on missions for an entire quarter every three years. This means that a student would study world outreach during four quarters by the end of high school.

16. Work towards applying 30% of your budget to missions and evangelism.

17. Balance your congregation's outreach between (1) stateside, within your own culture, (2) stateside, outside your own culture, and (3) foreign cross-cultural. If possible, engage in some of all three of these levels continually.

18. Organize or reorganize a missions committee that will accept responsibility for promoting missions in the congregation, communicating with your missionaries, determining missions policies, and making important missions decisions. They should screen and promote all short term and career personnel. A monthly intensive time of prayer and information is a must.

19. Conduct four or more local evangelistic efforts each year to bring the Gospel directly to those living within a ten-mile radius of your church building. Missions is near as well as far. Model it! Seek target interest groups. Be creative. Target men, women, kids, sports interests, etc...

20. Encourage the staff and leaders to conduct home evangelistic Bible studies and urge each one to set an evangelistic example by bringing, with God's help, at least one person to Christ per year. Encourage the congregation to follow the example set by her leaders.

**□ Promotion – Advertising**

- Getting people's attention
- Developing enthusiasm

**□ Awareness – Letting people know what is going on**

- How the world is changing
- What God is doing...Where Christianity is progressing
- Where Christians are hurting
- What the great needs and barriers are
- What our denomination, agencies and missionaries are doing
- What new strategies and avenues of ministry are

**□ Education – The basics of missions**

- Biblical instruction
- Missions history and missionary heroes of the past
- Global status and recent big changes
- Geography, peoples and countries
- Strategies
- Culture

**□ Intensive and Extensive Communication** . Providing for in-depth exposure and also keeping missions in view everywhere

**□ Missions Events** . Doing conferences, special emphases and activities

**□ The Profile of Missions** - Giving missions a high level of visibility in the church

**□ The Image of Missions** . Giving missions a contemporary, relevant, significant look

**□ Presenting Missions in Contemporary Services**

**□ Communicating Missions through Worship**

**□ Integrating Missions** . Making missions a natural part of every ministry, age group, and interest level

**□ Communicating across Generations**

**□ Becoming Aware** of attitudes, feelings, experience, and knowledge about missions

**□ Contextualizing** - Helping missionaries and missions speakers communicate effectively to our people

Excerpted with permission of David Mays (ACMC) from his **Handbook of Lists+within 500 Things You Need to Know About Doing Missions in Your Church.**

Contact [www.acmc.org](http://www.acmc.org) or [www.davidmays.org](http://www.davidmays.org) for more information on this source.



## Have you hugged an MK Today?



### How to "hug" an MK long distance (for those on the field):

- Send a letter, card, or email (cheery, newsy, friendly).
- Send them a magazine subscription.... Ask what they would like.
- Send them American treats.... M and M's, Kool Aid, chocolate chips, seasonal candies, or tapes and CDs.
- Send birthday and Christmas cards.
- Ask what hobbies they are interested in and send related packages.
- Find someone their age here to be a pen pal to them.
- Send them personal money for a special treat.
- Above all, PRAY for their specific needs (ask them how you should pray for them and then ask them how the Lord has answered).

### How to "hug" an MK on furlough:

- Take them shopping to pick out some new clothes. Pack a gift package of fun things for them to play with in the car.
- Greet them personally- Talk to them, rather than just their parents.
- Arrange for them to meet some other kids their age. Do something fun with them together.
- Sensitize youth leaders to help MKs fit in to the youth group and not emphasize their differences.
- Don't expect every MK to participate publicly in meetings. Involve them in non-threatening ways.
- Let them blend and keep a balance. Don't do special things for them all year. Don't spoil them.

### How to "hug" an MK in college:

- Understand their need to blend.
- Give them financial and practical help- how to buy a car, open a bank account, shop for sharp clothes, apply for a job.
- Don't focus undo attention on them. Try to make them feel comfort-able without doing anything to embarrass them.
- Provide for relaxed MK fellowship- invite them into your home. Invite them to stay over college breaks, holidays or summer vacation.
- Encourage them to get involved in a good local church. This is very important to produce stability, continuity, security and a sense of belonging in the body of Christ.
- Include them as a member of your family when you are going somewhere special.
- Give them a phone card to call their friends and their parents if possible.
- Don't put them on pedestals (thinking they are super spiritual) OR expect them to be rebellious and negative.
- Above all, PRAY for them....and let them know you care and are praying.

## **What Can We Do to Relate to and Care for Missionary Women?**

### **BUILDING RELATIONSHIPS WITH YOUR MISSIONARY WOMEN**

#### **Get to know your missionary woman.**

Read her prayer letters and emails.

Read up on the country in which she lives. (check out [www.abwe.org](http://www.abwe.org))

Visit her field, if possible, and if workable for her.

When she is in your home, ask questions and listen a lot!

Spend time with her. Have her over for coffee or a meal.

#### **Pray for your missionary woman**

Pray for her every day. Choose a time that you will devote to praying for her. .

Gather a small group to pray for her once a month.

If she desires a prayer partner, volunteer.

Read her prayer letters to know how to pray for her.

Let her know you are praying for her.

Pray for a person with whom she is sharing Christ.

Pray for the country in which she works.

#### **Correspond with your missionary woman.**

Pick a day of the month to be your correspondence ministry day. (You'll never know how key this is!)

Write her and tell her about yourself and your current situation.

Let her know she does not need to write back. (She probably is already overloaded with necessary correspondence.)

Keep her in the loop of your church happenings back home.

Send her newspaper/ magazine articles. (Be careful is limited access countries)

Send at least one card a month; birthday cards, Christmas cards, etc.

#### **Make your missionary woman a part of your church.**

Disseminate information, prayer letters, etc., from your missionary women to your whole church.

Encourage your Bible Study, Adult Bible Fellowship, Sunday school class, small group, Mothers of Preschoolers (MOPS) group, children's class, etc. to adopt her.

Send her your church newsletter. (Again, caution about limited access countries)

Invite her to be a part of your small group when she is home on assignment.

Provide funds as a church or a women's group for her to attend your women's retreat when she's home.

#### **Provide resources for her spiritual growth and ministry**

Send tapes of your pastor's messages.

Send other teaching tape series, video series, CDs

Send copies of a Bible Study that has been helpful to you.

Provide funds to help her attend a women's conference/ retreat when she is on home assignment.

Ask her what books would be helpful to her. Send her copies of these.

Send her a subscription to *Women of the Harvest* or *Just Between Us*.

Send videos or tapes of your church ladies retreat. Video a personal greeting at the end.

Become aware of the areas of spiritual gifting through which your missionary woman ministers most effectively. Then, seek as a women's ministries group, to provide helpful resources to enrich and facilitate your missionary woman's areas of strength as she serves in the field.

### **Provide general resources for the encouragement of your mission woman**

Send cards of encouragement from women at your church, at a retreat, or in your small group. (Check with her to see what she can receive without paying a customs tax).

Send fun magazine subscriptions, books, tapes, CDs, or videos. (Find out what she already has).

Send a birthday and/or Christmas gift.

Send a gift or monetary gift for no special occasion.

Send a care package for entertaining: pretty napkins, paper plates, special coffees/teas, etc.

Serve as a personal shopper for her.

Be a book buddy- Send her some books you have enjoyed.

Volunteer to run off and mail her prayer letter.

Send a general care package. (Ask first what she could use and what can be sent her in the country in which she works.)

### **Caring for her family**

Pray for those in her family for whom she asks prayer.

Send care packages to her stateside college/career age children

Send care packages to her children still living at home.

Open your home to local, college MKs for holiday meals, short school breaks, etc., especially if you live in the area of a Christian college where many MKs may be attending.

### **Make her feel welcome**

Meet her and her family at the airport.

Clean the home in which she will live, prior to her arrival.

Review her recent prayer letters so you know what has been happening in her life.

Invite her to be a part of your Bible Study, small group, etc.

Enlist age-appropriate children to help show her children around church and help them meet others

If she has children in junior or senior high, tell your church youth workers about them before they arrive so they can be welcomed.

Invite her and her family for a meal or take them out to dinner.

If she has children the same ages as your children, invite them to do something fun with you.

### **Help provide physical needs**

Help arrange for a car which is in good running order and sufficient size for her family.

Help arrange for a home in which she and her family can live.

Help her furnish her home with furniture, dishes, pans, etc.

Stock the home with staples and necessary household items.

Have a ~~po~~ounding for her: i.e., provide a pound of sugar, flour, spices, etc.

Have a shower for her- household, personal, baby, ministry, etc.

Take her shopping for some new clothing.

If you have a membership at Sam's Club, Costco, or some other discount warehouse store, offer to take her there so he can buy needed items in bulk and at reduced prices.

Provide either handmade small gifts or purchased ones that the missionary can use to present when she is a guest on the field. (Some cultures expect an invited guest to bring a gift when she comes for a meal or coffee).

### **Help her get settled in her community as she returns for furlough or home assignment**

Take her around the community to get to know shops, schools, etc.

Give her a list of recommended doctors, dentists, optometrists, auto mechanics, etc.

Offer to make telephone calls for her in advance of her home assignment (six months or earlier) to set up medical and dental appointments for her and her family.

Set up an appointment with your pastor and missions committee for her or her husband to meet with them.

### **Help meet other needs**

Volunteer to baby-sit so she can have some adult conversation with her husband or friends.

Treat her family to a night or weekend away somewhere fun or to an amusement park, concert, game, etc.

Encourage women in the church to provide the means for a retreat or woman's conference.

Offer to assist with photography for new prayer cards

Offer help with PowerPoint presentations or other special technical needs

### **Correspondence Guidelines**

***Do not forward email stuff! It often costs them for every email received. Keep it personal only.***

Remember, you are one of many who may be writing your missionary woman. She is probably quite busy between the demands of daily life and her ministry responsibilities. Therefore, do not put expectations on her to respond immediately, regularly, or in great detail.

If you need some information from her, use her email address, if possible. This may be a more convenient means of communicating for her.

Let Ephesians 5:19 and Ephesians 4:29 be your guides as you write. ~~Let~~ Speaking to one another in psalms and hymns and spiritual songs, singing and making melody with your heart to the Lord+(Ephesians 5:19). ~~Let~~ Let no unwholesome word proceed from your mouth, but only such a word as is good for edification according to the need of the moment, so that it will give grace to those who hear+(Ephesians 4:29).

Allow your missionary woman to get to know you. Share about yourself and family.

Keep your missionary woman informed as to what is happening in your church, particularly if it is her home church.

Do not ask your missionary woman for information you can get elsewhere, i.e. in her prayer letters, ABWE Web Site, Message Magazines, other WEB sources.

Your letter need not be long. Short notes can also be extremely encouraging since she knows that you are remembering her.

If your missionary woman is in a creative access country, YOU MUST FOLLOW THE SECURITY GUIDELINES for communication to her. Her prayer letters will probably give this information. For more information on this, contact ABWE.

# *Short-Term Missions Projects*

Analysis,  
Explanation  
&  
Application Form

**First  
Baptist  
Church**

A faded, grayscale image of a church building with a steeple, serving as a background for the church name.

Missions Committee

- **What is a “Short-Term Mission’s Project”?**

A short-term mission’s project is so-called to distinguish it from Career Missions+. A career missionary is an individual who has been called of God to devote his/her life to career missionary ministry either at home or aboard.

Short-term+is anything less than that. It may last a week or two, several months, or a few years. **But its focus is the accomplishment of a specific mission’s project, rather than a career in ministry.** Hence, the descriptive name: Short-termõ .Missionçõ .Project.

- **What are some examples of “Short-Term Missions Projects”?**

Construction: Assisting missionaries with the construction, renovation, or improvement of facilities including homes, churches, Bible colleges, mission agencies, camps, and other ministry needs.

Evangelism: Assisting missionaries with evangelism including street meetings, children’s clubs, door-to-door, VBS, concerts, Camp ministry, and visiting orphanages, hospitals & schools.

Training: Providing training in evangelism, theological instruction, & Bible teaching in national Bible institutes or church training institutes.

Compassion: Assisting with child-care, aids orphans, camp counselors, Staffing other ministry needs such as nursing care, etc.

- **Are they cost effective?**

In pure dollars and cents returns, it depends.

Most of our stateside projects are very cost effective, when you consider donated time, skilled labor and minimal cost for travel, lodging and meals involved for a team of 10-15 individuals. Since the individuals involved donate their time and tools, the cost savings on site is often substantial.

Most of our Overseas trips for construction work would probably not be cost effective in pure dollar-return terms, if hiring nationals were possible. But there are other concerns. Many times nationals do not have the necessary skills. And, hiring nationals can cause some significant problems legally and relationally among the churches. In many third-world countries, once an expatriate hires a national, he becomes financially responsible for that individual even after the project is done, until or unless he finds another job. This can create great problems of dependence. Liability issues must also be considered. It is not uncommon for an injury on a job site to result in lengthy lawsuits since the Americans+can afford it and national courts are not sympathetic to American interests. There is not a simple solution for every situation.

- **Are there other benefits that justify the expense of short-term mission's projects?**

Definitely. Here are just a few .

**1. Increased understanding of world-wide missions**

There is no substitute for being there for gaining an understanding of what real missionary ministry is all about. Observing the day-to-day ministry and day-to-day interaction with the missionaries will change your life forever. Creating a world-wide missions vision in your own heart is worth far more than the dollars invested.

**2. Increased commitment to invest in missions financially**

Those who participate on Short-term Missions Projects often come back with a much deeper appreciation for missionaries and missions ministry, and increase their giving to missions as a consequence.

**3. Re-evaluation of God's will for your life**

These days or weeks away from home provide an incredible opportunity to listen to God about His will for your life. Working side-by-side with missionaries and fellow-believers can help you gain a better understanding of how to improve your own walk with God.

**4. Sensing God's Call into Career Missions**

Many people sense God's call into full-time ministry as a result of this time spent on the mission field. A huge percentage of those who go into career missions first considered that possibility on an overseas short-term missions project. FBC has witnessed this time and again as our people have served on Short-term projects only to return and move into career missionary ministry. This is worth far, far more than any dollar investment.

**5. Missionary encouragement and support**

Our missionaries serve in difficult and lonely places. They are continual objects of satanic attack. Having a team from home come and assist in the ministry provides rich fellowship, spiritual encouragement, and ministry rejuvenation to these work-worn servants of Christ. There is no substitute for this. No amount of money can provide it or replace it. The Apostle Paul made frequent references to the coming of Christian friends and fellow-workers as a source of great joy and comfort to him in his ministry. People today are no different.

**6. Increased involvement in church life**

Those who participate in short-term projects often become good friends and become more active in church life as a result. Working together for Christ builds bonds of fellowship and mutual encouragement. These projects provide the time and interaction necessary to create these friendships all based on a mutual desire to serve Christ.

## 7. Other Intangibles

Improved relationships between husbands and wives can occur when serving together on a short-term project. Parents and children can grow in respect and love for one another as they serve God together on a short-term project. Many dads seize these opportunities to spend quality time with their sons in serving Christ together. A great sense of satisfaction comes from serving God with ordinary skills. Granted, it doesn't require going thousands of miles to create this opportunity. But the joy of serving Christ is a big part of the pay off for any investment in His cause.

- **Who pays for these trips?**

Again, that depends on the trip.

**Stateside trips are very inexpensive.** The gas and food for stateside trips is covered by the Men For Missions account in the Missions Budget. Even so, some of those who take these stateside trips still pay their own way, refusing the gas money that is offered. All monies are paid out on a receipt basis, and the mission's treasurer retains all records.

**Overseas trips vary in expense.** The leadership of these teams, in cooperation with the MFM representatives on the Board of Missions, prepares and presents a budget for each trip to the Board of Missions. The Board must approve all budgets. All expenses are detailed, and the Mission's Treasurer retains all receipts and records. All monies are paid out on a receipt basis.

**Many of those who make overseas trips pay their own way completely.** Those who are unable to cover their own expenses present their need to the Board and upon an interview and if approved, are given permission to send out requests for support to the congregation or to give a public testimony about their involvement from the pulpit.

**Those who commit to the trips are responsible for paying themselves or raising their own funds.** While the board may provide advice and counsel, the individual is responsible to pray for and seek out their own funding. The church does not kick-in funds for these trips.

- **What process is involved for those who believe God is leading them to participate on a short-term mission's trip?**

**First**, seek out advice and counsel from one of the pastors. They can answer many of your questions, and guide you in seeking present and future opportunities.

**Second**, become involved in Christian service right now in the church. Seek out opportunities to assist in existing ministries. It is strongly recommended that you take **Evangelism Explosion**. This training will enlarge your heart for the lost and make you more effective for God wherever you go and whatever you do for Him.

**Third**, sign up for information for a short-term trip sponsored by FBC. Talk to the team leaders. They will walk you through the entire process and answer your specific questions about specific trips. When you are ready to make the commitment to go on a mission project

**Fourth**, fill out the application form enclosed and submit it to the team leader, or to Pastor Berrus, who chairs the Board of Missions. They will review your application, and then.

**Fifth**, they will ask you to come to an interview with the Board of Missions to review your application, answer questions, and pray with them about your involvement.

From there on, the team leader will guide you through the remainder of the preparation and participation in your Short-Term Missions Project.

**If you have further questions, please feel free to contact Pastor Berrus or one of the board members of the Board of Missions. We would be pleased and delighted to answer your questions and help you in your efforts to serve God.**

Sincerely yours for His Great Commission,

The Members of the Missions Committee  
First Baptist Church, Bellefonte

## **Short Term Missions Ministry Application for FBC Missions Committee**

The Board of Missions of FBC requests the following information from those desiring to participate in short-term mission projects. The Board will also request a meeting with the individual(s), if possible. Board approval is not meant to supercede the calling of God or the leading of the Holy Spirit in your life. However, it is our responsibility to examine individuals and ministry purposes of all short-term trips and to approve those who desire to solicit funds from the congregation. We appreciate your willingness to serve God, and to submit to our request for the following information. Please be thorough in your answers. Thank you.

Sincerely yours, The Missions Committee of First Baptist Church of Bellefonte  
(Please mail, Fax 355-0210 or e-mail to [Fbc.bellefonte@juno.com](mailto:Fbc.bellefonte@juno.com))

- **Your Name, Address, Phone # and E-mail**
- **Your testimony of salvation**
- **Your training and/or experience in Christian Service**

### **Description of Short Term Mission Project**

- **Sponsoring Organization**
- **Dates (Departure, activity, return)**
- **Ministry Activity**
- **Main Ministry Goal of the Project**
- **Your Own Personal Goals in participating in this ministry**
- **Why you believe God has called you to participate in this mission**
- **Total cost of the trip – include breakdown if possible (airfare, in country costs, etc)**
- **The date the funds need to be in hand – percentages/amounts/timing**
- **The amount you expect to pay personally (you and/or your family)**
- **The amount you hope to raise from family and friends not attending FBC**
- **The amount you hope to raise from those who attend FBC**
- **Special needs or information you believe we should have in evaluating this missions project**

## Short Term Missions Ministry Report for FBC Missions Committee

The Board of Missions of FBC requests the following information as a follow-up to your mission trip. You should keep a diary and photo-log during your ministry trip with this report in mind.

- The goal of this ministry trip was (evangelism, construction, compassion .explain)
- My own personal goals in participating in this ministry trip (What you were hoping to personally gain from it, such as .seeking God's will for my life, a better understanding of missions, become more active in witnessing, discover my fit in ministry, etc.)

- Major activities each day

Day 1

Day 2

Etc.

- My greatest experience in this ministry was
- The most difficult aspect of the ministry trip for me was
- Three things I learned from this ministry trip .

About God

About myself

About serving God

- What passage of scripture did God use in your life during the ministry? Explain.
- Do you believe the ministry trip accomplished its purpose? Why?
- Do you believe your own personal goals were met on this trip? Why?
- From your perspective, what might have improved this ministry trip?
- Would you recommend this ministry to others? Why or Why Not?

## **Ministry Report for FBC**

Upon your return, you will be asked to give a brief report of your ministry to the church family. This may be as brief as 10 minutes or as extensive as an entire evening service. You should be prepared by writing out what you want to say, and have some notes with you to keep you on track. Please address the following questions briefly in your presentation.

Where and when the ministry took place

The purpose of the ministry trip and if you feel it succeeded

Who sponsored it (Word of Life, ABWE, First Baptist, etc.)

Who participated in it

Why you wanted to be a part of it

Your own personal goals and if you feel they were met

What you actually did while you were there

What you learned

About God

About yourself

About serving God

Passage of scripture that became special to you during the trip & why

Why you would or wouldn't encourage others to consider this kind of ministry trip