

**MISSIONS POLICY**  
**THE HEART OF CHRIST CHURCH**  
**SECTION I**  
**INTRODUCTION**

**A. DEFINITION OF MISSIONS**

Missions shall be understood as any Biblically supported endeavor to fulfill the Great Commission of Jesus Christ, through the proclamation of the Gospel of Jesus Christ, through the discipling of believers, through the planting and aiding in its growth and development of New Testament churches and by relating to the whole needs of man, more specifically in those geographical areas which are not normally reached or ministered to directly by the congregation.

**B. PURPOSE OF MISSIONS POLICY**

The purpose of the Missions Policy is to provide guidance to the Missions Ministry Team in administering the Missions program of the church and to facilitate the establishing of a mutual responsibility(s) and accountability(s) of the Missionary(s), the Mission Agency(s), and the congregation of The Heart of Christ Church.

**C. RESPONSIBILITY FOR IMPLEMENTATION OF THE POLICY**

The Missions/Outreach Ministry Team of The Heart of Christ Church is vested with the authority to implement the Missions Policy of the church by the Board of Elders. Any revisions to this policy must be approved by the Missions/Outreach Ministry Team and submitted to the Board of Elders for approval.

**SECTION II**  
**MISSIONS STRATEGY**

- A. To foster within our congregation an ever increasing awareness of the great spiritual and physical needs of the world and to emphasize the need for obedience to the Biblical mandate to evangelize the world.
- B. To have a significant number of individuals from our congregation serving full-time Christian ministries, the largest percentage of which shall be engaged in cross cultural ministries outside the continental United States.
- C. To encourage and assist in the development and training of those individuals who have made a life commitment to world evangelism as defined in the Missions Strategy of the church.
- D. To allocate a significant part of the Missions budget to those Missionaries and Missions Agencies whose primary ministry is the establishing, or indirectly supporting the establishing of New Testament churches which will ultimately be indigenous and autonomous, especially among those peoples of the world who have had limited or no opportunity to hear and respond to the Gospel.
- E. To give priority in our support structure to those individuals who are members of the congregation, and who are engaged in ministries which are supportive of the Missions Strategy of The Heart of Christ Church.

**SECTION III**  
**THE MISSIONS/OUTREACH MINISTRY TEAM**

The group of persons listed within this document, consisting of the Chairman, Vice Chairman, Missions Secretary, and at least (4) additional Ministry Team members, shall be known as the Missions/Outreach Ministry Team.

**A. THE PURPOSE OF THE MINISTRY TEAM**

The purpose of the Missions/Outreach Ministry Team shall be to stimulate and promote interest and involvement in Missions as defined in Section I and to generally be responsible for the administration of the Missions Program of the church, utilizing those resources made available to the Ministry Team through the church budget and through those additional resources designated for Missions/Outreach.

**B. STRUCTURE OF THE MINISTRY TEAM**

The Ministry Team shall consist of at least seven (7) members, three (3) of which shall be the Executive Officers of the Ministry Team. The number of Ministry Team members may be increased as deemed necessary by the Executive Officers, but shall not normally exceed twelve (12) members.

The Executive Officers shall consist of the Chairman, Vice Chairman, and Missions Secretary. Sub-Ministry Team Chairmen and individuals serving on sub-Ministry Teams shall not be considered voting members of the Missions/Outreach Ministry Team unless already a Ministry Team member.

1. **Appointment of Officers and Members**

The Executive Officers and Members shall be appointed by the Board of Elders President in consultation with the Board of Elders. They shall be reviewed annually by the President and the Board.

Missions/Outreach Ministry Team members shall be selected based upon their commitment and demonstrated interest in Missions, their willingness to faithfully support the work of the Ministry Team, and to assume those responsibilities assigned to them by the chairman which will contribute to the overall objectives of the Ministry Team. Ministry Team members will normally be members of the congregation. Resource persons may be used as non-voting members.

2. **Pastor(s)**

The Pastor(s) of the church shall attend the meetings of the Missions/Outreach Ministry Team as deemed necessary or as requested by the Ministry Team, in order to be sufficiently conversant on the activities of the work of the Ministry Team and the Missions Program of the church, to be able to communicate the burden and vision of Missions to the congregation, in order to provide appropriate counsel to prospective Missionary Candidates from the congregation.

C. **RESPONSIBILITIES OF EXECUTIVE OFFICERS AND MINISTRY TEAM MEMBERS**

1. **Chairman of Missions/Outreach Ministry Team**

The chairman of the Missions/Outreach Ministry Team shall be generally responsible for the overall administration, planning, ongoing evaluation, and expanding of the Missions Program of the church. The chairman shall also be responsible for the selection and commissioning of all sub-Ministry Teams which are required to facilitate the work of the Ministry Team.

2. **Vice Chairman of Missions/Outreach Ministry Team**

The Vice Chairman of the Missions/Outreach Ministry Team shall assist the chairman as required and as requested in the administrative work associated with the Missions Program of the church. The vice chairman shall be responsible for informing the congregation of The Heart of Christ Church of the prayer needs of Missionaries. In the absence of the chairman, the vice chairman shall assume responsibility for the proper functioning of the Ministry Team.

3. **Missions/Outreach Secretary**

The Missions/Outreach Secretary shall be responsible for the correspondence of the Ministry Team, keep accurate records of the activities of the Ministry Team, present a year-end report of the Ministry Team to the congregation. In the absence of the Chairman and Vice Chairman the Missions/Outreach Secretary shall assume responsibility for the proper functioning of the Ministry Team.

4. **Ministry Team Members**

Ministry Team Members shall support the Ministry Team in the planning and execution of the Missions Program of the church by assuming those specific responsibilities assigned in their areas of interest or gifts, and in other areas as requested.

D. **RESPONSIBILITIES OF THE MISSIONS/OUTREACH MINISTRY TEAM**

The Missions/Outreach Ministry Team shall be generally responsible for, but not limited to the following activities and responsibilities:

1. **Missions Awareness**

The Missions/Outreach Ministry Team shall promote and stimulate the interest of the congregation in Missions through Missionary Conferences, guest Missionary speakers, special Missions Education training classes, or other methods the Ministry Team deems appropriate.

2. **Recruitment of Missionary Candidates**

The Missions/Outreach Ministry Team shall be responsible, along with the Pastoral Staff and appropriate Mission Agency(s), for the recruitment, screening, and counseling of all Missionary Candidates from The Heart of Christ Church. The Ministry Team shall assist the candidates as required in the processing of application to the Agency with which they will be affiliating.

### **3. Missionary Care**

The Missions/Outreach Ministry Team shall be generally responsible for the care of all Member Missionaries, and for a commensurate level of care for all Missionaries whom the church is financially supporting, based upon demonstrated needs, and consistent with the resources made available to the Ministry Team in order to maximize the overall effectiveness of the Missionary(s). This generally applies whether serving in a ministry overseas, in the continental United States or while on furlough, consistent however, with other Mission policies.

### **4. Prayer and Correspondence**

The Missions/Outreach Ministry Team shall be responsible for establishing and maintaining a base of effective intercessory prayer for the Missionary family supported by the church. Regular correspondence shall be maintained with all Missionaries and Mission Agencies supported by the church, and particularly with those Missionaries who are members of our congregation.

### **5. Liaison Role**

The Missions/Outreach Ministry Team shall serve as the liaison between the Board of Elders and the Missionaries who are members of the congregation. Member Missionaries are at liberty to contact the Board of Elders directly on other matters, unrelated to Missions. Any matters which would tend to impact, in any way, their ministry as a Missionary, should be brought to the attention of the Missions/Outreach Ministry Team.

### **6. Development and Execution of Policy**

The Missions/Outreach Ministry Team shall be responsible for the development and execution of all Missions Policy subject to approval of the Board of Elders. They shall be responsible for the administration of the Mission/Outreach Policy as it relates to the congregation, to our Missionary family and to Mission Agencies and related organizations. The Missions/Outreach Ministry Team shall review the Missions Policy on a regular basis and revise the policy as deemed necessary.

### **7. Missions Strategy**

The Missions/Outreach Ministry Team shall be responsible for the development of a Missions Strategy and supporting goals and objectives, consistent with the overall purposes of The Heart of Christ Church.

## **SECTION IV SUPPORTING PERSONNEL AND RESOURCES**

### **A. Sub-Ministry Teams**

The Chairman of the Missions/Outreach Ministry Team shall be responsible for the appointing of those sub-Ministry Teams which are required to facilitate the work of the Ministry Team in administering the Missions Program of the church. Sub-Ministry Team chairmen will normally be members of the Missions/Outreach Ministry Team, however, other individuals may be appointed who have demonstrated a keen interest in Missions and who are otherwise qualified to serve.

Sub-Ministry Team chairmen and/or sub-Ministry Team members may be asked to attend the meetings of the Missions/Outreach Ministry Team at the discretion of the Chairman of the Missions/Outreach Ministry Team.

Sub-Ministry Team members shall be appointed by the Chairman of the Missions/Outreach Ministry Team or by the chairman of the sub-Ministry Team at the discretion of the Chairman of the Missions Ministry Team.

## **SECTION V FINANCIAL SUPPORT**

### **A. Support Philosophy**

It is the intent and desire of The Heart of Christ Church to have a significant financial involvement in those outreach ministries which are supportive of the Missions/Outreach Strategy of The Heart of Christ Church and are supportive of the purpose for which the church exists.

Missionaries who are members of The Heart of Christ Church shall be given first priority in considering the financial support of Missionaries. They shall function as extended staff members of the church with privileges, responsibilities and accountabilities comparable to other salaried staff members of the church. As such, Member Missionaries shall be directly accountable to the Board of Elders of The Heart of Christ Church, and functionally accountable to the Mission Agency with which they are affiliated. The Missions/Outreach Ministry Team shall act in behalf of the Board of Elders through the authority vested in them by said board.

The Heart of Christ Church also desires to provide financial support to Missionaries who are not members of The Heart of Christ Church, but who are supportive of the Missions Strategy of the said church. Missionaries who are

relatives or friends of members of the congregation, or who are otherwise well known by the church, shall be given priority, assuming that they meet all other criteria established by the Mission/Outreach Ministry Team and requirements set forth in this policy.

It is the desire of The Heart of Christ Church to provide financial support to Short Term Missionaries, Summer Missionaries, Mission Agencies, and Mission related organizations, as well as to provide financial assistance for approved Mission/Outreach Projects. This is based upon the assumption that all criteria established by the Missions/Outreach Ministry Team has been met and the requirements of this policy.

#### **B. Financial Support Policy**

The Heart of Christ Church will provide moneys to support the Missions/Outreach Program of the church through funds which are allocated in the church budget, through designated gifts, or through other Scriptural methods.

The Missions/Outreach Ministry Team will determine the level of support which the church will provide for any given Missionary(s), Mission Agency(s), Mission Project(s), etc., subject to approval by the Board of Elders.

All Missionaries who are being considered for support by The Heart of Christ Church must complete the appropriate forms and other documentation requested by the Ministry Team, prior to the Ministry Team making any commitment for financial support. This documentation must also be completed by home service Missionaries supported by the church prior to returning to the field.

The determination as to whether or not The Heart of Christ Church will support a given Missionary, and the level of support which the Missionary will receive, shall be based upon, but not limited to, the following criteria:

- a. The membership status of the Missionary, the longevity of the membership of the Missionary in The Heart of Christ Church and the Missionary's general attitude toward the church.
- b. The general qualifications of the Missionary for Missionary service (spiritual, emotional, physical).
- c. The doctrinal position and practices of the Mission Agency or organization with which the Missionary is affiliated or plans to affiliate.
- d. The affinity of the specific ministry in which the Missionary is engaged, or will be engaged, to the Missions Strategy of The Heart of Christ Church.
- e. The geographical area of the world in which the Missionary is serving, or will be serving, and the evident need for such a ministry in that area.
- f. The financial needs of the Missionary as determined by the Missions Agency with which they are affiliated, the Missionary, and the Missions/Outreach Ministry Team of The Heart of Christ Church.
- g. The financial aid being received by the Missionary from all other sources.
- h. The size of the Missionary's family, if not already considered as a support factor by the Mission Agency.
- i. The benefits provided by the Mission Agency(s) including such things as Health Care, Emergency Furlough Funds, Retirement Funds, Educational Funds, etc.
- j. The effectiveness, faithfulness, and general attitude of the Missionary as determined by the Missionary, the Mission Agency, and as perceived by the Missions/Outreach Ministry Team.
- k. The appropriations made available to the Missions Ministry Team by The Heart of Christ Church.

#### **1. Financial Support of Member Missionaries**

Member Missionaries are those individuals who are full members in good standing, of The Heart of Christ Church. They will normally be expected to be affiliated with an established, evangelical Mission Agency, the doctrinal position and purpose of which is in conformity with that of the church. The only exception to this particular policy will be in specific situations where The Heart of Christ Church will be serving as the sending agency.

The Heart of Christ Church will provide a significant portion of the financial support required for Member Missionaries. The level of support shall normally not exceed fifty percent (50%) of the total basic support requirement of the Missionary as determined by the Mission Agency with which they are affiliated and the Missionary. The church will not provide support in excess of the total support required by the Missionary even though this necessitates that the support of the church may be less than fifty percent (50%) of the total support requirements of the Missionary. The final determination on the level of support will be based upon the criteria outlined under Section V.B. of the Missions/Outreach Policy entitled "Financial Support Policy."

#### **2. Financial Support of Non-Member Missionaries**

Non-member Missionaries are those Missionaries who are not members of The Heart of Christ Church, but who are normally members of another evangelical church, and who are affiliated with a Mission Agency which is evangelical and whose doctrinal position and practices are in conformity with that of The Heart of Christ Church.

The Church will provide a level of support which is commensurate with the needs of the Missionary, and based upon the degree in which the ministry in which the Missionary is or will be involved, supports the

Missions/Outreach Strategy of The Heart of Christ Church. This level of support will normally not be less than that which would be required to anticipate reasonable accountability of the Missionary to The Heart of Christ Church, nor should it normally exceed thirty (30%) of the Missionary's total basic support requirements as determined by the Mission Agency with which they are affiliated and by the Missionary.

### **3. Financial Support of Mission Agencies/Organizations**

The Heart of Christ Church will consider providing financial support to Mission Agencies and Mission Organizations based upon, but not limited to, the following criteria:

- a. The degree of conformity of the purpose, doctrinal position, practices, and strategy of the Agency or organization to that of The Heart of Christ Church.
- b. The area of the world in which the Agency or organization and its personnel are ministering, and the ethnic groups to whom they are ministering.
- c. The commitment of the Agency or organization in the Biblical principle of the indigenous church, where it is applicable, having evidenced this commitment by appointing, or by encouraging the appointment of, competent, and spiritually mature nationals to positions of church leadership.
- d. The willingness of the Agency or organization to provide detailed documentation to the church on an ongoing basis which will demonstrate their financial responsibility and accountability to individual Missionaries and the church, and which will validate the degree to which the Agency or organization is fulfilling their objectives and goals.
- e. The perceived effectiveness of the Agency or organization based upon objective information.
- f. The number of Missionaries who are affiliated with the Agency or organization who are receiving financial support from the church.
- g. The financial needs of the Agency or organization based upon documented financial information which is verifiable from the Agency or organization, or other reliable sources.

Items a through the above will also be used as the basic criteria for evaluating Mission Agencies and making subsequent recommendations to prospective Missionary candidates from our congregation for possible affiliation.

### **4. Financial Support of Short Term and Summer Missionaries**

Short Term Missionaries and Summer Missionaries shall generally be understood to include those professionals, lay persons, and youth who faithfully attend and support the ministry of The Heart of Christ Church, and who wish to participate in a specific Missions related ministry in the continental United States or overseas. The duration of such ministry will normally not be more than one (1) year.

The church will consider providing financial aid for the above, however, the support of career Missionaries who have made life commitments to a ministry in Missions will be given first consideration.

The contribution of the church to Short Term Missionaries and Summer Missionaries will normally not exceed fifty percent (50%) of the actual costs associated with the ministry of the person. This will be based upon the same basic criteria as that used to determine the level of support for Career Missionary outlined in Section V.B. of this document. Additionally, the individual participating in such a ministry must be willing to adhere to any policies established by the Missions/Outreach Ministry Team for Short Term and Summer Missionaries.

### **5. Financial Support of Work Teams**

The church will normally not provide direct financial aid to those individuals serving on Work Teams in the United States or overseas, unless said individuals have been formally requested to serve on such a Work Team by the Missions/Outreach Ministry Team, or if there are other extenuating circumstances which, in the opinion of the Missions Ministry Team, warrants considering financial aid for an individual participant.

All individuals participating in Work Teams shall be responsible for individually arranging for their passports, visas, travel plans, and insurance, etc., except in those situations in which the Mission Agency with which they are working assumes the responsibility, or if the Missions/Outreach Ministry Team has been formally requested, and/or agrees to do so.

### **6. Financial Support of Mission/Outreach Projects**

The Missions/Outreach Ministry Team will allocate a portion of the Missions budget annually for Missions Projects. Missions Projects shall be understood to be those special Missions related endeavors which provides moneys to construct buildings on the Mission field, to purchase equipment and supplies to support a ministry(s), to provide medical supplies, food, clothing, to provide outgoing expenses for Missionaries, to fund the Summer Missions Program, to provide literature and/or fund translation work, and similar type activities.

The development of Missions/Outreach Projects, the approval, and the assigning of priorities to the projects, will be the responsibility of the Missions/Outreach Ministry Team subject to the approval by the Board of

Elders. All project recommendations shall be submitted to the Missions/Outreach Ministry Team for review and approval prior to soliciting any support from individuals or the congregation.

#### **7. Support of National Missionaries**

The Heart of Christ Church will consider providing financial support to individuals who are citizens of countries outside of the United States, hereafter referred to as National Missionaries, and who are involved in ministry(s) to the people of that country in which they hold citizenship, or to people of other countries, based upon the following criteria:

- a. **Personal Relationship with Christ Jesus.** The National Missionary must make a clear declaration of personal faith in the Lord Jesus Christ as Savior, and that He is the only way whereby man can be declared righteous before God. The Missionary's daily manner of life must support this declaration.
- b. **Doctrinal Position.** The National Missionary, and the organization of which he/she is a part, must embrace the same basic doctrinal position as that held by The Heart of Christ Church, although the methodologies may differ in the way in which the Word of God is communicated because of the culture in which the individual is ministering.,
- c. **Affiliation.** The National Missionary being considered for financial support must be affiliated directly or indirectly with an established Mission Agency or related Church Organization which will require accountability of the individual and provide feedback to the Missions/Outreach Ministry Team on some regular basis, preferably monthly.
- d. **Qualifications.** The National Missionary is expected to have acquired training which would be commensurate with the training required of a Missionary from a western culture serving with an established Mission Agency. The level of training required will be further determined based upon the culture in which the individual is serving, the people to whom they are ministering, and the type of ministry in which the National Missionary is involved.
- e. **Credible Recommendation.** Only those National Missionaries who are personally known and recommended for support by a Missionary who has worked with them and who is preferably supported by The Heart of Christ Church, or one who is highly recommended for support by a credible Mission Agency, church or Christian organization, will be considered for support by The Heart of Christ Church.
- f. **Support Information.** The financial support requirements of the National Missionary must be secured from the agency with which the individual is affiliated. If secured directly from the National Missionary, it must be confirmed by the agency in writing. A picture of the National Missionary and his family shall be included with the support information. Support will be evaluated on an individual basis with due consideration to the culture in which the individual is serving, family size, ministry needs, etc. Support will be reviewed on an annual basis.
- g. **Communications.** The National Missionary will be expected to communicate with the Missions Ministry Team on a regular basis, preferably monthly, but not less than quarterly, providing an overview of their ministry during that period.
- h. **Termination of Support.** The support of a National Missionary may be terminated for the same reasons outlined for other Missionaries supported by the church as outlined elsewhere in the Missions/Outreach Policy.

#### **C. TERMINATION OF SUPPORT**

The financial support of a Missionary, Mission Agency, or Organization, may be terminated by The Heart of Christ Church for the following basic reasons, or for other just or reasonable cause(s):

1. **Doctrinal Position.** The financial support of a Missionary who personally supports a doctrinal position which is not consistent with the position held by The Heart of Christ Church, may be terminated after a review by the Missions/Outreach Ministry Team, subject to review by the Board of Elders. The support of a Mission Agency or Organization maybe terminated for the same reason.
2. **Unethical Practices.** Missionaries or Mission Agencies and Organizations which are engaged in questionable practices in their personal lives, in their public ministry(s), or in the day-to-day operation of their respective Agency(s) or Organization(s), may be terminated after appropriate investigation, and after approval of such termination by the Missions/Outreach Ministry Team and the Board of Elders.
3. **Change in Agency Affiliation.** Any Missionary who is supported by The Heart of Christ Church through an approved Mission Agency must advise the Missions/Outreach Ministry Team of any planned change in their affiliation with their present Agency to another Mission Agency. This must be

done at least three (3) months prior to such a change. Failure to do so may result in a temporary withholding of support until such time as the change in affiliation is approved by the Missions/Outreach Ministry Team. Affiliation with an Agency which does not meet the requirements, or is not approved by the Missions/Outreach Ministry Team, will result in the termination of the support of the Missionary(s).

4. **Extended Furloughs.** Financial support will normally be provided to a Missionary on furlough for a period not to exceed one (1) year, or the length of time permitted by the Mission Agency with which the Missionary is affiliated, whichever is shorter. Furloughs shall be understood as that period of time spent by the Missionary in ministry, deputation, training, etc. in the United States, after a full term on the field, which will normally be three (3) to five (5) years. Missionaries will be discouraged in returning from the field prior to completing a full term on the field, except in the case of illness or other extenuating circumstances.

It shall be the responsibility of the Missionary to advise the Missions/Outreach Ministry Team in writing of such circumstances. In the case of illness or similar reasons, the financial support of the Missionary may be extended if approved by the Missions/Outreach Ministry Team in consultation with the Missionary and Mission Agency with which they are serving.

It shall be the responsibility of the furloughing Missionary(s) who is supported by The Heart of Christ Church to advise the Missions/Outreach Ministry Team in writing of their intent to return or not to return to the field after their furlough. This shall be done no more than three (3) months after leaving the field to begin their furlough. Furlough plans shall normally be shared with the Missions/Outreach Ministry Team at least six (6) months prior to leaving the field. If for some reason a Missionary is not planning to return to the field, support will normally not be maintained beyond a maximum of six (6) months from the date the Missionary returned from the field, except in extenuating circumstances.

5. **Communications.** It shall be the responsibility of each Missionary who is receiving at least 10% of their total monthly support requirements from The Heart of Christ Church, to communicate in writing with the Missions/Outreach Ministry Team at least once quarterly in order to keep the Ministry Team apprised of their activities and ministries. All others are expected to communicate with the Ministry Team at least once every six (6) months. Failure to do so for an extended period of time will result in the withholding of support until such communications are re-established. If there is an unwillingness to correct the situation, it will result in the ultimate termination of the support of the Missionary.

1. **Termination of Support of a Missionary by an Agency.** In the event the support of any Missionary supported by The Heart of Christ Church is terminated by the Agency with which they are affiliated, it shall be the responsibility of the Agency to advise the Missions/Outreach Ministry Team in writing of such action immediately. The Missions/Outreach Ministry Team may elect to conduct an independent investigation prior to taking similar action. The Missions/Outreach Ministry Team may decide to withhold further support until such time as the investigation is completed.

2. **Ministry Evaluation.** The support of a Missionary or Missions Agency maybe withheld on a temporary basis and ultimately terminated if there is reasonable evidence that the Missionary or Missions Agency is incompetent, complacent, or generally demonstrates a lack of concern for the ministry for which they are responsible. This action will be taken only after an appropriate investigation by the Missions/Outreach Ministry Team, and after approval by the Board of Elders.

3. **Resignation of a Missionary.** In the event of the resignation of a Missionary, the Missions/Outreach Ministry Team shall be advised in writing by the Missionary of their intent well in advance of such action being taken, if possible. This will permit the intervention of the Missions/Outreach Ministry Team with the Mission Agency involved, if appropriate, or if requested by the Missionary. It will also permit an informed decision to be made by the Missions/Outreach Ministry Team on support issues, based upon further discussion with the Missionary and the Missions Agency.

Normally, financial support will be continued for a period of at least three (3) months, but not to exceed (6) months, except in the case of extenuating circumstances such as a serious illness or similar hardship. The three month period will permit the Missionary to secure employment or to become established otherwise. Financial support in excess of one year, after resignation of the Missionary, will be subject to the approval of the Board of Elders.

In situations where the Missionary has other income, which, in the opinion of the Missions/Outreach Ministry Team would be deemed as adequate, support will normally be terminated in the month following the date of the resignation of the Missionary. Because of the varied circumstances which

may surround the resignation of a Missionary, each case will, of necessity, be treated on an individual basis.

4. **Budgetary Reasons.** If, for whatever reason, monies are not available, or are not made available via the church budget for the maintenance of the Missions/Outreach Program of the church, or if monies are limited due to budgetary restraints, the Missions/Outreach Ministry Team will normally terminate or otherwise adjust support in the following sequence or order of priority.
  - a. Mission Agencies
  - b. Non-Member Missionaries
  - c. Non-Member Missionaries who are the immediate family of members of the congregation.
  - d. Member Missionaries
10. **General.** In dealing with the termination of the support of a Missionary, Mission Agency, or National Worker, the Missions/Outreach Ministry Team will investigate each case thoroughly, as required, prior to making a final decision. Where deemed necessary, or where dictated by policy, the Missions/Outreach Ministry Team will consult with, or seek the approval of the Board of Elders, prior to taking such action. The Ministry Team is not limited to the reasons outlined above for termination.

## SECTION VI RESPONSIBILITIES OF MISSIONARY, MISSION AGENCY, AND ORGANIZATIONS

### A. Missionaries

It shall be the responsibility of all Missionaries supported by The Heart of Christ Church to adhere to the Missions policy of the church. They are expected to conform to the policy(s) established by the Mission Agency with which they are serving, unless such policy(s) tend to encourage or tolerate practices, or support doctrinal positions which would be contrary to those held by The Heart of Christ Church. It will be the responsibility of the Missionary to advise the Missions/Outreach Ministry Team of this type situation.

Missionaries are expected to correspond with the Missions/Outreach Ministry Team on a regular basis as outlined in Section V.C.5. under "Communications." All requests for financial support, requests for equipment, supplies, and other needs associated with the ministry of the Missionary, shall be directed to the Missions/Outreach Ministry Team.

Missionaries shall submit, upon request, an annual report to the Missions/Outreach Ministry Team which shall clearly outline their activities and accomplishments during the year requested. They shall also outline their goals and objectives for the coming year as requested.

Member Missionaries are expected to spend quality time with the congregation of The Heart of Christ Church, unless they are pursuing additional training elsewhere, or are not able to attend the services of the church for some other appropriate reason. Non-member Missionaries are expected to spend an amount of time with the congregation which is commensurate with the level of support which they are receiving from the church.

Missionaries who are members of The Heart of Christ Church, and who are receiving financial support from the church, shall have responsibilities and accountabilities which are commensurate with salaried staff members of the church. Although functionally accountable to the Mission Agency with which they are affiliated, the Missionary is primarily accountable to The Heart of Christ Church. As such, the Missionary shall advise the Missions/Outreach Ministry Team of any conflict which may surface between the policy of the Mission Agency and the policy of The Heart of Christ Church.

The Missionary is expected to make available to the Missions/Outreach Ministry Team all information related to their finances as requested, including copies of printouts of their financial accounts with the Mission Agency with which they are serving.

Missionaries shall not solicit funds directly from members of the congregation of The Heart of Christ Church for support, equipment, or related needs. All such requests shall be directed to the Missions/Outreach Ministry Team. This does not prohibit the Missionary from making their needs known publicly when appropriate.

It will be the responsibility of the Missionary to communicate on a regular basis with other supporting churches and individuals while on the field and during furlough.

Missionaries are expected to engage in additional training as deemed necessary to maintain effective ministries on the field. Financial assistance may be requested to cover the costs of such training, providing the training meets the requirements of the church policy on training.

Missionaries who are members of The Heart of Christ Church, or Missionaries who are receiving at least twenty percent (20%) of their total monthly financial support from the church, shall arrange for a meeting with the Missions/Outreach Ministry Team during their furlough. This meeting shall be for the mutual encouragement and sharing of mutual concerns.

#### **B. Missions Agencies**

Mission Agencies shall be generally responsible for the overall care and well being of the Missionary. Mission Agencies with which our Missionaries are affiliated are expected to submit information to the Missions/Outreach Ministry Team regarding the financial needs, ministry(s), health, or related information, of any Missionary serving with the Agency who is receiving a significant level of support from The Heart of Christ Church. The Missionary shall be assured that the Agency is willing to provide this information on an ongoing basis prior to making a commitment to the Agency.

The Mission Agency shall submit, upon request, annual financial statements, auditor's reports, doctrinal statements, policies and procedures, or any other documents required by the Missions/Outreach Ministry Team to assess the continued credibility of the Agency.

Agencies shall submit copies of printouts of the Missionary's financial accounts to the Missions/Outreach Ministry Team of The Heart of Christ Church, if requested, and if authorized in writing by the Missionary.

The Mission Agency shall advise the Missions/Outreach Ministry Team of The Heart of Christ Church of any field problems involving our Missionaries, especially member Missionaries. A Mission Agency representative shall meet with the Missions/Outreach Ministry Team, Board of Elders, or their designees to discuss the problem if requested.

Mission Agencies are expected to maintain a close working relationship with the Missions/Outreach Ministry Team, and especially those agencies with which a significant number of our Missionaries are affiliated, or agencies with which our member Missionaries are affiliated. Agencies shall advise the Missions/Outreach Ministry Team of any changes in policy(s) or in the practices of the agency which would significantly impact the ministry or personal well being of our Missionaries.

Agency Directors, Presidents, and other Agency Executives shall be willing to serve as resource persons to the Missions Ministry Team as requested, in matters related to world missions, especially as it relates to their agency, or the area of the world in which their agency is ministering.

Mission Agencies which receive financial support from The Heart of Christ Church which is designated for the agency, are expected to communicate with the Missions/Outreach Ministry Team on some regular basis, but not less than twice annually. Failure to do so may result in the withholding of financial support until such time as communications are re-established.

## **SECTION VII TRAINING FOR MISSIONARIES**

The Missions/Outreach Ministry Team shall be responsible for providing counsel to member Missionaries or Missionary Candidates regarding those areas of training which are required to adequately prepare them for Missionary service or to sustain their ministry on the field. Some Mission Agencies provide this counsel and training for the Missionary Candidates and Missionaries. In such cases the Missions/Outreach Ministry Team will assess the adequacy of such training where possible, and monitor the progress of the Missionary/Missionary Candidate.

The Missionary or Missionary Candidate may apply for financial aid for such training providing the Missionary/Candidate meets all of the requirements for financial aid as outlined by the Missions/Outreach Ministry Team or appropriate Board of Elders of The Heart of Christ Church.

The Missions/Outreach Ministry Team shall also be responsible for developing and/or implementing those special training programs internally which are required to support a Missions emphasis and understanding within the congregation, or which is required to supplement the training provided by the Mission Agencies.

## **SECTION VIII HOUSING AND TRANSPORTATION FOR MISSIONARIES**

The Missions/Outreach Ministry Team will assist, where possible, member Missionaries in locating housing and transportation when home on furlough. The costs associated with procuring housing and transportation will normally be the responsibility of the Missionary except in the case of extenuating circumstances.

The Missions/Outreach Ministry Team will consider providing funds to purchase or construct housing for Missionaries who are members of the congregation and who are serving overseas, when such housing is not provided by the Agency with which they are serving, or where other appropriate housing is not available. This is based upon the assumption that the procuring and/or constructing of such housing has been approved by the Agency with which the Missionary is serving. Consideration will be given to non-member Missionaries where circumstances warrant such consideration.

In the event the Missionary terminates overseas service, the housing provided by The Heart of Christ Church will become the property of the Mission Agency with which they are serving. If the Missionary is reassigned to another field with the same Mission Agency, the agency will be expected to provide commensurate housing for the Missionary on the new field, or arrange for some reasonable and mutually acceptable reimbursement for the property provided by The Heart of Christ Church, to the church. These monies would normally be used to subsequently provide the Missionary with housing on the new field.

This same policy applies to the purchase of vehicles or other similar fixed assets provided by The Heart of Christ Church for the Missionary.

If the Missionary terminates their ministry overseas, and any fixed asset provided by The Heart of Christ Church such as buildings, vehicles, equipment, etc., are not transferred to the Mission Agency with which the Missionary is affiliated because of differences in policy, the moneys received from the sale of these fixed assets, shall be returned to The Heart of Christ Church unless directed otherwise by the Missions/Outreach Ministry Team.

Normally, fixed assets such as those outlined above, will not be provided by the church prior to the Missionary completing one term of service with the Agency, except where extenuating circumstances dictate that such fixed assets are essential in establishing or in maintaining an effective ministry on the field.