



*Mid-Atlantic CBA*  
CHURCH PLANTING  
MANUAL

(revised January 1998)

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# CHURCH PLANTING PRINCIPLES AND POLICIES

(from the MACBA Associational Manual)

## VIII. CHURCH PLANTING COMMITTEE PRINCIPLES AND POLICIES

- A. **PURPOSE STATEMENT:** To develop and implement a cooperative strategy for fulfilling Jesus' commission to make disciples through church planting, corporate witness, growth ministries, and mutual assistance and encouragement. (from MACBA Constitution, Article II; also see Appendix A) The Church Planting Committee will plant as many new and healthy CB churches in the Mid-Atlantic region as resources will allow in urban, suburban, rural, and ethnic settings to the glory of God and the building up of His kingdom.
- B. **OVERVIEW:** MACBA will both sponsor and encourage the planting of CB churches throughout the Mid-Atlantic region. New Works will be led by a Mission Pastor, who will assume the primary leadership role as in an established church. A Local Support Team (LSTeam) will be appointed to encourage, support, and give oversight to the Mission Pastor. MACBA will normally reduce and the New Work will increase their support every six months as agreed by the various parties until the Mission Pastor is fully supported by the New Work itself. It is the goal of all New Works to develop a church which is eventually self-supporting, self-propagating, and self-governing.
- C. **DEFINITIONS:**
1. **REGIONAL ASSOCIATION:** the association of churches known as the Mid-Atlantic Conservative Baptist Association or MACBA (see Organizational Chart in Appendix B)
  2. **REGIONAL EXECUTIVE DIRECTOR:** works with the officers of the Regional Association in administering the business of the Regional Association and oversees the Regional Office
  3. **REGIONAL OFFICE:** the headquarters for the Regional Association located at 15 Salt Road, P.O. Box #278, Enola, PA, 17025 (Phone: 717-732-8558)
  4. **EXECUTIVE BOARD:** the official board of MACBA made up of the moderators from the various Area Fellowships of the Regional Association
  5. **EXECUTIVE COMMITTEE:** the Regional Executive Director, President, Secretary, and two members of the Executive Board who appoint the MACBA committees and give oversight between Executive Board meetings
  6. **CHURCH PLANTING COMMITTEE (CPC):** a chairman and a committee of individuals appointed by the Executive Committee who oversee all church planting ministry within the MACBA region (see Organizational Chart in Appendix C)
  7. **IMMEDIATE SUPERVISOR:** an MTTA specialist or other individual appointed by the LSTeam in consultation with the CPC Chairman to give immediate supervision and encouragement to the Mission Pastor; *Dynamic Church Planting International (DCPI)* uses the term "Church Planter Mentor" for this person
  8. **MISSION PASTOR:** sometimes called a church planter, this is a man appointed by the Church Planting Committee to start a church planting project under the auspices of the Regional Association; he may also be an appointed missionary with MTTA, thus having a dual-appointment
  9. **NEW WORK:** a generic term used to refer to the church planting project at any and all phases of development prior to becoming a Church
  10. **LOCAL SUPPORT TEAM (LSTeam):** a group of Godly men who are Elder-qualified and encourage, support, and oversee the ministry of the Mission Pastor while he is on support from MACBA/MTTA; this is equivalent to the former MTTA Keep-the-Dream-Alive Team (KDA Team) and the former MACBA Local CPC Sub-Committee (LSC); this is a combination of the "Pastor Advisors" and "Steering Committee" used by DCPI

11. DISCIPLESHIP TEAM: a group of men from the New Work chosen by the Mission Pastor and approved by the LSTeam to be disciplined toward leadership responsibilities by the Mission Pastor and who will assist him in the development of the New Work; DCPI calls this group the “Executive Committee” of the New Work
12. SPONSORING CHURCH: an area MACBA church which commits to significantly supporting the New Work and Mission Pastor financially and with other resources
13. MOTHER CHURCH: a local MACBA church which commits to being the main sponsor for a New Work and Mission Pastor
14. ASSOCIATE CHURCH PLANTER: a CB planter, working under the auspices of MTTA, an individual church, or group of churches, who is planting a CB church in the area served by MACBA and desires to cooperate with MACBA

#### D. STRATEGIES

1. UNIFIED GOAL: The CPC will be responsible for identifying both potential sites for new churches and potential church planters. A church is defined as a body of immersed believers gathered for worship, nurture, and witness, which has recognized leadership and membership, and practices the ordinances of believer’s baptism and the Lord’s Supper.
2. PHASES AND PROGRESSION OF A NEW WORK: A new church work is expected to go through phases before becoming a self-propagating, self-governing, self-supporting church. The description of the following phases *may serve as a reference*:
  - a) EXPLORATORY PHASE - collect information; do site discovery guide and explore location possibilities; explore availability of a planter
  - b) DISCOVERY PHASE - do PERCEPT report; discover and formulate core group
  - c) FELLOWSHIP - has an established core group, but no established leadership except the Mission Pastor and LSTeam
  - d) CHAPEL - has a Discipleship Team along with the LSTeam; at least 5 baptized adult members
  - e) MISSION - Missionary status congregation still receiving MACBA/MTTA support; has elected leadership who make decisions for the body; used primarily in long-term support situations for some urban works
  - f) CHURCH - Self-governing; self-propagating, self-supporting; receiving no regular support from other churches, missions, or church associations; pastor may be full-time, or part-time and receiving income from a part-time job
  - g) SENDING CHURCH - Target goal and optimum size/makeup for church; training and sending out its own Christian workers
3. VARIETY OF STRATEGIES: The particular strategies used in church planting must fit the context in which the New Work is being established. The exact nature and details of these strategies will be determined by the Mission Pastor in consultation with his immediate supervisor and the LSTeam.
4. VARIETY OF LOCATIONS: We shall encourage the planting of churches in urban, suburban, rural and ethnic contexts.

#### E. IDENTITY

1. IN DOCUMENTATION: All New Works will adopt the MACBA doctrinal statement (or one compatible with it) in their constitution and by-laws (Appendix F) and affiliate with MACBA. They will also include in their by-laws that they are a “Conservative Baptist church” and will include MACBA in the dissolution clause of their Articles of Incorporation (Appendix G).
2. IN TEACHING: Mission Pastors must conscientiously support the Conservative Baptist movement and are expected to integrate into the life of the CB community along lines that are relevant to them. They should attend area fellowship, regional, and national CB functions whenever possible. They should also lead the New Work in understanding the CB movement, in being involved in the CB movement, and in supporting CB agencies and missionaries.

3. IN SUPPORT: The New Work should be encouraged to give 10% of its income toward missionary endeavors, giving first consideration to MACBA church planting and then to other CB worldwide endeavors. The New Work shall recognize that its first obligation is to fully support the Mission Pastor before assuming any other major financial responsibilities. He is their most important missionary!

## F. ACCOUNTABILITY

1. MACBA - The Director, CPC Chairman, and CPC representatives, along with other local leadership will be involved in the appointment of all Mission Pastor's working within the Mid-Atlantic region. The CPC, MTTA, and other appropriate entities will receive regular reports from the Mission Pastor at least quarterly, but preferably monthly.
2. IMMEDIATE SUPERVISOR - Every Mission Pastor will have an immediate supervisor either through the MTTA specialist or as appointed by the LSTeam. This supervisor will sit on the LSTeam.
3. LOCAL SUPPORT TEAM (LSTeam) - Every Mission Pastor must have an LSTeam. The LSTeam and its chairman are determined by the CPC Chairman and MTTA Specialist in consultation with the Mission Pastor, and approved by the MACBA Regional Executive Director. The members are usually selected from qualified pastors and/or elder-qualified laymen of local CB churches nearby which have an interest in sponsoring the New Work. LSTeam members must understand the flexibility needed by the Mission Pastor and be able to contribute wise counsel as appropriate. This group of men will meet regularly with the Mission Pastor, usually monthly, to encourage and support him. They will also help him remain accountable for his ministry and spiritual life and will give guidance as needed to ensure the success of the New Work. The LSTeam will approve an annual budget, appointment of a Discipleship Team (i.e. elected leadership), purchase and location of property, and the adoption of a Constitution. Oversight by the LSTeam will gradually be transitioned to the Discipleship Team, and the LSTeam will disband once the New Work becomes a self-supporting, self-propagating, and self-governing church. The LSTeam minutes and reports will be submitted to the CPC through the CPC chairman.
4. DISCIPLESHIP TEAM - As qualified leaders begin to emerge within the New Work, the Mission Pastor will propose their names to the LSTeam for approval as part of a Discipleship Team. These men should have the potential of becoming elders or deacons, and will be discipled by the Mission Pastor. As they grow, they will begin to take on added leadership and oversight responsibility at the discretion of the Mission Pastor and LSTeam.

## G. COMMUNICATION

1. TO SUPERVISORY PERSONNEL - This is critical to generate prayer support and general awareness of needs. The Mission Pastor should communicate with his supervisor frequently and with the LSTeam at their regular meetings. He should also communicate by way of a written report (Appendix H) at least quarterly, but preferably monthly. This written report will then be distributed by the designated CPC representative to all of the CPC members as appropriate.
2. TO MACBA CONSTITUENCY - This is critical in order to generate adequate prayer and financial support for the Mission Pastor and New Work. The Mission Pastor should keep the region informed of the progress of the New Work and respond to all MACBA requests for information. He should present the needs of his New Work through personal prayer letters to his supporters, presentations at the Area Fellowships he attends, and regular articles in the *MACBA Light*.

## H. RESOURCING

1. MISSION PASTOR
  - a) RECRUITMENT - Both MTTA and MACBA will seek to recruit Mission Pastors for the Mid-Atlantic region. The method and consultation agreement between the two can be found in Appendix I. All candidates are required to fill out the MACBA application form prior to appointment.
  - b) APPOINTMENT - MTTA will involve members of the MACBA CPC in the interview process with all church planting missionary appointments in the Mid-Atlantic region. MACBA may request the MTTA

- Church Planting Director to also evaluate MACBA's church planters prior to their appointment by the CPC.
- c) DISMISSAL - The Executive Committee, in consultation with the Church Planting Committee, may dismiss any Mission Pastor when circumstances warrant upon recommendation of the LSTeam.
2. FUNDING
- a) SOURCES - As much funding as possible should be sought for all Mission Pastors and New Works from all available sources. Funding may come from a variety of sources including personal supporters and churches giving through MTTA and/or MACBA. MTTA and MACBA together will determine how support funds will be channeled at or after the appointment of the Mission Pastor. MACBA will encourage its regional association churches to give through MACBA.
  - b) COMPENSATION PACKAGE - This will be recommended jointly by the MTTA Specialist and Church Planting Director and the MACBA CPC Chairman and Regional Executive Director in consultation with the Mission Pastor and approved by the CPC.
  - c) DECLINING SCHEDULE - The same procedure as above will be used to determine a declining support schedule with six-month decreases. The LSTeam will monitor the schedule and may make recommendations to the CPC for amending the schedule. The CPC has the right of review with respect to its financial obligation to any New Work, taking into consideration available funds and progress of the New Work (see sample 6 month declining scale in Appendix J).
3. PERSONNEL & MATERIALS - The Mission Pastor should seek to network with sponsoring churches as well as other MACBA churches for needed assistance in materials, equipment, and personnel.

## I. OTHER GUIDELINES FOR THE NEW WORK

- 1. TREASURER APPOINTMENT - As soon as feasible, a credible and qualified treasurer should be appointed from the New Work by the Mission Pastor and approved by the LSTeam. Until such time, a member of the LSTeam or other designated party shall be appointed Acting Treasurer. The New Work Treasurer shall be authorized to disburse funds with the approval of the Mission Pastor.
  - 2. SITE INSURANCE AND WORKMAN'S COMPENSATION - MACBA will include the New Work (to whom it is sending the monthly support check directly) under MACBA's insurance plan for site insurance and workman's compensation until such time as the New Work becomes incorporated. At that time, the New Work must secure its own liability, property, and workman's compensation insurance.
  - 3. PASTORAL HOUSING - The Mission Pastor should seek counsel from the LSTeam prior to initiating steps leading to the purchase of a home.
  - 4. INCORPORATION - The time of incorporation shall be set by the LSTeam, who will make sure that all legal and tax/tax exempt requirements are met.
  - 5. CALLING OF FIRST PASTOR - The New Work should consult with the MACBA Regional Executive Director when seeking to call their first pastor after the Mission Pastor/Planter leaves the church.
- J. ASSOCIATE CHURCH PLANTERS: Their associate status will be approved by the CPC, provided they each meet the qualifications of a CB church planter. The CPC will exercise no control over their ministry or have any financial or legal responsibility for it. They shall, however, offer their cooperation, as well as their advice and counsel as requested. Associate Church Planters may also take advantage of the same training and fellowship opportunities as other Mission Pastors. Each Associate Church Planter should keep the CPC informed of his progress at least quarterly so they can pray for and solicit prayer support for the new church plant. Churches planted by Associate Church Planters shall be considered part of the MACBA network.
- K. CONTRACT: After being appointed and having read this policy, the Mission Pastor shall sign Appendix K and return it to the MACBA CPC Chairman, stating that "I have read and I endorse the Principles and Policies of the Church Planting Committee. I agree to abide by these Principles and Policies, and any subsequent amendments to them, as long as I function as a Mission Pastor under the auspices of the Mid-Atlantic CBA."

## APPENDIX A

### Regional Executive Director's Guidance

Since the number one cooperative strategy for MACBA is “church planting,” then it must be tops on our list of priorities. This means that I have a mandate as Chief Executive Officer of the Association to lead the Association in this ministry. It is understood that the Executive Committee and full MACBA Board has delegated this responsibility to the Church Planting Committee. Our Bylaws state that “This committee shall oversee the establishment of new churches according to the guidelines in the Association Policy Manual” (Article VII: Committees; Section 2:C.1).

#### *MACBA Core Values for ALL Church Planting*

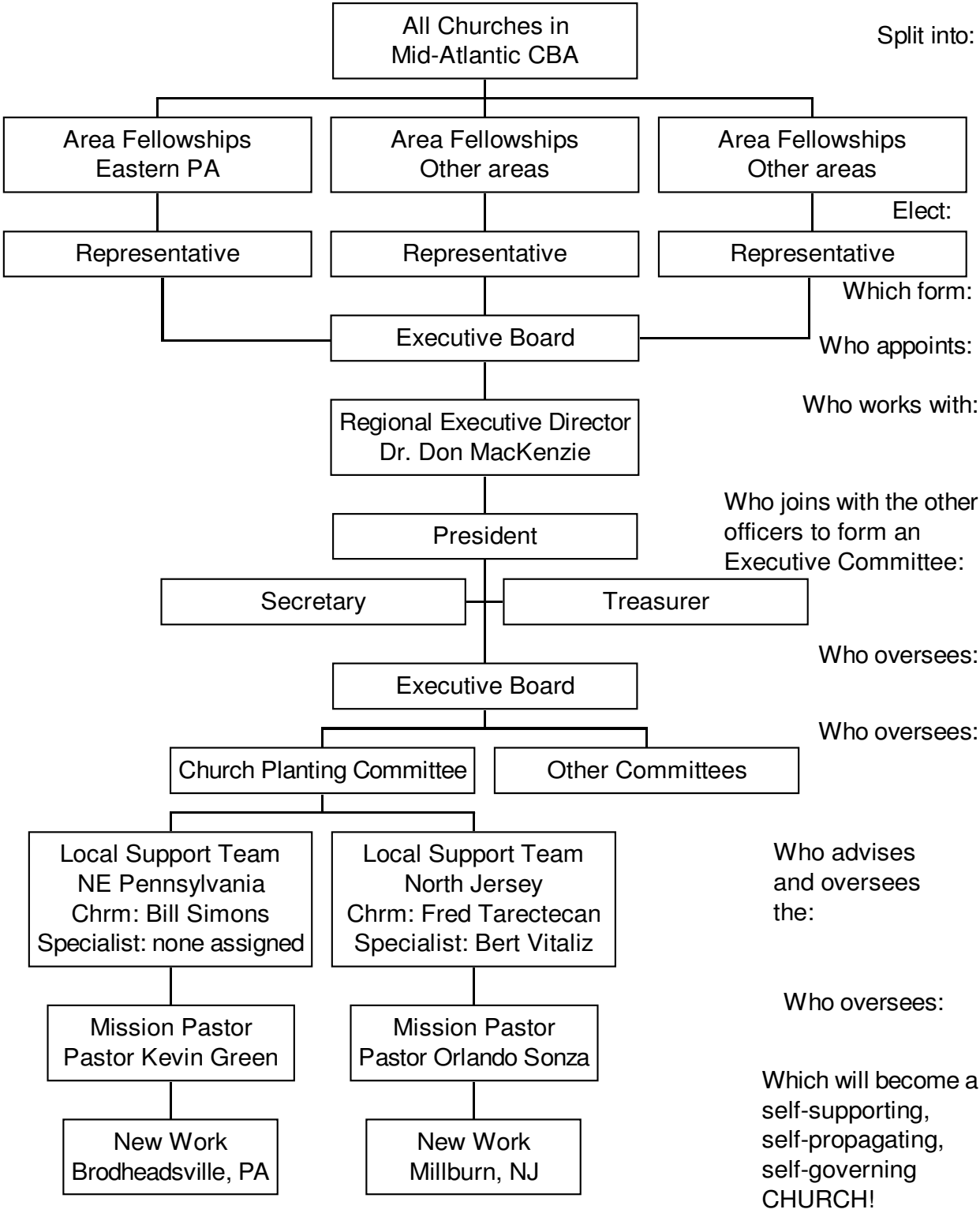
1. All functions and forms in church planting must have their roots in Biblical principles.
2. The goal of all church planting is to plant a church that is self-propagating, self-governing, and self-supporting.
3. All church planting finances and supervision must encourage the church planter and the church to develop loyalty to the local Area Fellowship, as well as loyalty to the regional association (MACBA), as well as other CB ministries (CBAmerica, MTTA, CBI).
4. The basic principle of “MACBA to be an organism” stressing a grass roots Association of interdependent churches and Area Fellowships must always be maintained (a bottom up not top down approach). With that in mind it is necessary to have “regular connection or networking” with the new church planter by at least one or two MACBA local pastors nearest to the new plant for encouragement, prayer, and problem solving.
5. The Church Planting Committee is to receive communications from all the various church planters and Local Support Teams in the region so that the Committee can keep the MACBA Board and the Regional Executive Director informed. This is for the purpose of prayer in order that the church planter's progress and needs can be communicated in the MACBA *Light*.
6. The Preamble, Article III: Declaration of Faith, and Article IV: Affiliation must serve as the doctrinal and practical base for planting all churches in the region.

*Dr. Don MacKenzie*

Regional Executive Director  
October 28, 1996

**APPENDIX B**

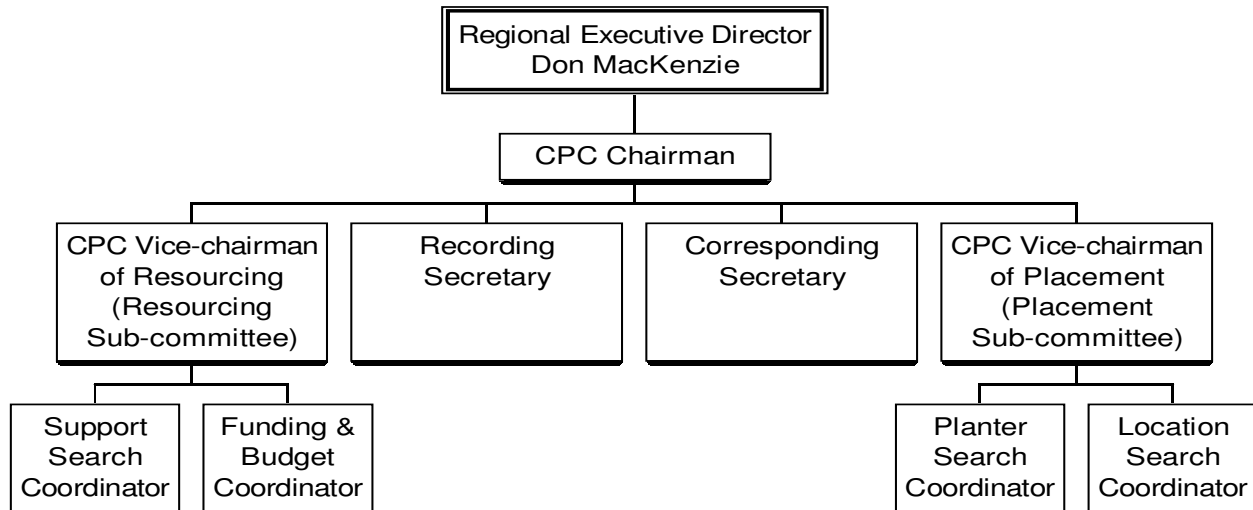
Mid-Atlantic CBA Organizational Chart





## APPENDIX C

### Church Planting Committee Organizational Chart



### **JOB DESCRIPTIONS**

1. *Chairman*: To oversee all aspects of the Church Planting Committee (CPC)
2. *Recording Secretary*: To accurate record and distribute minutes of all CPC meetings
3. *Corresponding Secretary*: To send all correspondence as requested by the chairman; may also work with the vice-chairmen to distribute communication pieces they need to disseminate
4. *Vice-chairman of Placement*: chairs the Placement Sub-committee and makes sure the CPC is proactive in discovering new locations and planters
5. *Vice-chairman of Resourcing*: chairs the Resourcing Sub-committee and makes sure the CPC is proactive in communicating with the churches and securing funding for church planting projects
6. *Planter Search Coordinator*: actively seeks planters resumes to present to the CPC for consideration, and communicates regularly with candidates until they arrive on their field of service
7. *Location Search Coordinator*: actively seeks qualifying locations for new plants by interfacing with prospective churches and encourages CPC members to actively examine their respective areas
8. *Support Search (Communications) Coordinator*: seeks to communicate our vision and work to the churches and secure their prayer and financial support and encourages CPC members to actively communicate the same to the churches in their area fellowships
9. *Funding and Budget Coordinator*: makes sure the church planters are receiving the proper amount of funds and prepares figures out the annual budget amounts for each project according to the desires of the CPC

**NOTE:** If need be, the two secretarial responsibilities may be handled by one CPC member; if there is only one vice-chairman, the CPC chairman may assign him to either position leaving the CPC chairman to fulfill the duties of the other vice-chairman; often a CPC member with an active church plant in his area will chair the Local Support Team so may not normally fill one of the above listed positions also.

## APPENDIX D

### Plan of Action for MACBA Church Plants\*

- 1) Publicize Church Planting Committee (CPC) history and successes with brochure and/or other media
- 2) Decide on planter support package (category amounts flexible depending on experience, family size, and location)
  - a) Salary \$ \_\_\_\_\_
  - b) Housing - adjusted by area \$ \_\_\_\_\_  
(rent, utilities)
  - c) Benefits \$ \_\_\_\_\_  
(medical, Soc Sec, retirement)
  - d) Professional expense \$ \_\_\_\_\_  
(travel, conference, education)

(a) \$ \_\_\_\_\_

TOTAL \$ \_\_\_\_\_ (\$ \_\_\_\_\_/month)
- 3) Establish desired criteria for planter
  - a) Desire to plant a church, not just pastor a church
  - b) Previous pastoral experience or internship for recent graduate
  - c) Seminary graduate
  - d) CB loyalty, conviction, doctrinally mainline
- 4) Set criteria for target area
  - a) Population growth
  - b) Individual income
  - c) Gospel receptivity
  - d) A need to cover the target area more adequately with a gospel witness
- 5) Select general target area
- 6) Get support of area churches: prayer, personnel, awareness
- 7) Solicit resumes of planters
  - a) from CB state and regional directors
  - b) from MTTA and CBAmerica
  - c) from CB seminaries
  - d) from current MACBA pastors
- 8) Select a planter
  - a) Review resumes of prospects
  - b) Send request for further CB/doctrinal information from prospect
  - c) Receive information from prospect
  - d) Decide to pursue prospect
  - e) Contact primary references for prospect and request from them secondary references
  - f) Receive reply from primary references
  - g) Request information from secondary references
  - h) Receive reply from secondary references
  - i) Talk with candidate's wife over the phone about her qualifications and feelings toward church planting
  - j) Decide to pursue prospect as a candidate based on all the information received
  - k) Arrange an interview with the candidate
  - l) Meet and interview candidate

- m) Have candidate meet with selected Missionary Committee Personnel from CB churches in the general target area
  - n) Take candidate on tour of general target area
  - o) Extend a call to the candidate as our new CB church planter or reject candidate and return to Step 8,a); or Step 7 if necessary
  - p) Receive written confirmation of his acceptance along with a signed copy of the Church Planting Committee Principles and Policies; if confirmation not received, return to Step 8,a); or Step 7 if necessary
- 9) Select specific target area
    - a) Choose possible specific target areas
    - b) Do demographic study of these areas
    - c) Choose specific target area
    - d) Choose nearby MACBA resource church, if possible
  - 10) Prepare video and other publicity material on new planter/specific target area
  - 11) Planter discovers individual support
  - 12) Confirm available families for New Work
  - 13) Orientation for planter
  - 14) CPC Chairman consults with MTTA Specialist to appoint Local Support Team (LSTeam) which is ultimately approved by MACBA Regional Executive Director
  - 15) Place planter on field
  - 16) Local Support Team (LSTeam) holds its first meeting with Mission Pastor to approve a New Work budget, map out future plans and working relationships, and appoint a treasurer from the LSTeam
  - 17) Obtain an EIN # and open a bank account for the New Work in dual status with MACBA
  - 18) MACBA sends first support check and adds planter to MACBA Workman's Compensation insurance policy
  - 19) Hold Installation Service for Mission Pastor (and a Commissioning Service if he has not yet been commissioned as a missionary)
  - 20) Mission Pastor begins working on ordination, if not already ordained.
  - 21) Do community survey
  - 22) LSTeam reviews and approves Constitution and By-laws recommended by Mission Pastor
  - 23) Hold evangelistic Bible studies and other outreach projects
  - 24) Plan and publicize first service
  - 25) Add meeting site to MACBA insurance policy
  - 26) Hold first services and begin follow-up
  - 27) Establish an initial membership
  - 28) Mission Pastor selects Discipleship Team with approval of the LSTeam
  - 29) LSTeam submits names of Discipleship Team to CPC for input

- 30) Fellowship upgraded to Chapel by LSTeam and Discipleship Team approved by LSTeam
- 31) Upgrade to Church recommended by LSTeam to CPC
- 32) Mission Pastor recommends the first church officers to the LSTeam which acts as the Nominating Committee
- 33) CPC affirms the first Deacons and/or Elders
- 34) Executive Board recognizes New Work as autonomous self-supporting Church
- 35) New Work arranges for site insurance and Workman's Compensation
- 36) Finalize charter membership
- 37) Incorporate as a church and obtain Federal Tax Exempt status
- 38) Hold Birthday celebration for New CHURCH!
- 39) Church holds first congregational meeting at the normal time specified in the Church Constitution and By-laws

**\*NOTE:** This order is a recommended procedure which has been tested on several pilot projects with great success. LSTeams should alter this process with care and submit their plan to the CPC for clarity on how they plan to progress with the New Work with which they are working.

## APPENDIX E

# Categories & Types of Urban Churches

(by Mark Marchak - 7/97)

### LOCAL CHURCHES

*(Characteristics:* small to medium size; about 90% of urban works; rooted in community or group needs)

*(Liabilities:* often lack resources and leadership; little impact beyond group; too personal for anonymity)

NEIGHBORHOOD CHURCH - ministry rooted in the immediate vicinity of the church building; parish concept of responsibility

COMMUNITY CHURCH - territorial idea carried to a larger area, though still one with a distinct geographic identity

LANGUAGE/IMMIGRANT/ETHNIC CHURCH - proximity a factor, but less important than networks defined by one or more of the above characteristics

INNER-CITY CHURCH - church of the poor, focused on serving and empowering the broken and disenfranchised

MULTI-FELLOWSHIP CHURCH - distinct congregations which worship in different languages but share a common identity

HOUSE CHURCH - church gathered in a home or apartment; may be part of a federation that meets collectively on occasion

COMMUTER CHURCH - through many live outside the area, the church remains dedicated to serving the community

SCATTERED CHURCH - usually a church in decline made up of people who maintain links to a local congregation though not its community and live outside its potential sphere of ministry

### REGIONAL CHURCHES

*(Characteristics:* attendees dispersed; exceptional ministry draws people; visible & influential within constituency)

*(Liabilities:* draws leaders away from local churches; many attend without participation)

MULTI-CELL CHURCH - big Sunday celebration(s) but primary ministry occurs in small groups located throughout a city; cell-based leadership with accountability to a central pastoral team

PREACHING CENTER - large ministry with a well-known expositor as the locus of identity

HEALING CENTER - charismatic leader who draws people seeking deliverance from acute physical or spiritual need

INSTITUTIONAL CENTER - identity tied to a large, often historic church plant; offers a plethora of professionally staffed programs targeted at various needs and interests

DENOMINATIONAL OUTPOST - flagship church of an organization without a strong presence in a city; serves those with traditional ties to the group

PRESTIGE CENTER - a church with stature that reflects and enhances the powerful status of her members, past and present

## APPENDIX F

### Current MACBA Doctrinal Statement

1) THE WORD OF GOD - We believe the Scriptures of the Old and New Testaments are the inspired Word of God, inerrant in the original writings, complete as the revelation of God's will for salvation, and the supreme and final authority in all matters to which they speak.

2) THE TRINITY - We believe in one God, creator and sustainer of all things, eternally existing in three persons, Father, Son, and Holy Spirit; that these are equal in every divine perfection and that they execute distinct but harmonious offices in the work of creation, providence, and redemption.

3) GOD THE FATHER - We believe in God the Father, an infinite, personal Spirit, perfect in holiness, wisdom, power, and love. We believe He concerns Himself mercifully in the affairs of men, that He hears and answers prayer, and that He saves from sin and death all who come to Him through Jesus Christ.

4) JESUS CHRIST - We believe that Jesus Christ is God's eternal Son, and has precisely the same nature, attributes and perfections as God the Father and God the Holy Spirit. We believe further that He is not only true God, but true man, conceived by the Holy Spirit and born of the virgin Mary. We also believe in His sinless life, His substitutionary atonement, His bodily resurrection from the dead, His ascension into heaven, His priestly intercession on behalf of His people, and His personal, visible, premillennial return from heaven.

5) HOLY SPIRIT - We believe in the Holy Spirit, His personality, and His work in regeneration, sanctification, and preservation. His ministry is to glorify the Lord Jesus Christ, and implement Christ's work of redeeming the lost and empowering the believer for godly living and service.

6) MAN - We believe God created man, male and female, in the image of God and free from sin. We further believe man is a sinner by nature and choice and is therefore spiritually dead. We also believe that those who repent of sin and trust Jesus Christ as Savior are regenerated by the Holy Spirit.

7) SALVATION - We believe in salvation by grace through faith in Jesus Christ. We further believe that this salvation is based upon the sovereign grace of God, and was purchased by Christ on the cross, and is received by man through faith, apart from any human merit, works, or ritual. We further believe salvation results in righteous living, good works, and proper social concern.

8) THE CHURCH - We believe that the Church is the spiritual body of which Christ is the head. We believe that the true Church is composed of all persons who through saving faith in Jesus Christ have been regenerated by the Holy Spirit. We believe that this body expresses itself in local assemblies whose members have been immersed upon a credible confession of faith and have associated themselves for worship, for instruction, for evangelism, and for service. We believe the ordinances of the local church are believer's baptism by immersion and the Lord's Supper. We also believe in the interdependence of local churches and the mutual submission of believers to each other in love.

9) SEPARATION OF CHURCH AND STATE - We believe that each local church is self-governing in function, and must be free from interference by any ecclesiastical or political authority. We further believe that every human being is directly responsible to God in matters of faith and life, and that each should be free to worship God according to the dictates of his conscience.

10) CHRISTIAN CONDUCT - We believe that the supreme task of every believer is to glorify God in his life; that his conduct should be blameless before the world; that he should be a faithful steward of his possessions; and that he should seek to realize for himself the full stature of maturity in Christ.

11) LAST THINGS - We believe in the bodily resurrection of the saved and lost, the eternal existence of all men either in heaven or hell, in divine judgments, rewards, and punishments.

## APPENDIX G

### Recommended New Work By-laws Format & Inclusions

#### **THE BY-LAWS of the \_\_\_\_\_ Baptist Church of**

\_\_\_\_\_  
(CITY)

\_\_\_\_\_  
(STATE)

#### ARTICLE I - NAME

This organization shall be known as the \_\_\_\_\_ Baptist Church of \_\_\_\_\_ (city),  
\_\_\_\_\_ (state).

#### ARTICLE II - PURPOSE

#### ARTICLE III - STATEMENT OF FAITH

SECTION A: DOCTRINAL STATEMENT - (use current MACBA Doctrinal Statement here)

SECTION B: COVENANT -

#### ARTICLE IV - AFFILIATION

This is a Baptist church which is affiliated with the Conservative Baptist Association of America (CBAmerica) and the Mid-Atlantic Conservative Baptist Association (MACBA). It may affiliate with any other organization, either local or national, in so far as it does not conflict with the distinctives or doctrinal statement of the church.

#### ARTICLE V - MEMBERSHIP

\*\* must include Believer's Baptism by Immersion \*\*

#### ARTICLE VI - ORGANIZATION

#### ARTICLE VII - MEETINGS

#### ARTICLE VIII - DISSOLUTION

No part of the net earnings of the \_\_\_\_\_ Baptist Church of \_\_\_\_\_ (city),  
\_\_\_\_\_ (state), shall ever inure to the benefit of any donor, member, director, or officer of the Church or shall any private individual be entitled to share in the distribution of any of the Church's assets. Upon dissolution, any assets of the corporation will be distributed to the Mid-Atlantic Conservative Baptist Association

for planting churches in the Mid-Atlantic region. If this organization does not exist, all assets of the corporation will be distributed to one or more Conservative Baptist agencies or organizations of like doctrine to the Church, recognized by the Internal Revenue Service as one organized exclusively for religious purposes.

#### ARTICLE IX - AMENDMENTS

#### ARTICLE X - DISAFFILIATION

SECTION A: If this church withdraws from affiliation with MACBA, it shall reimburse MACBA all funds received from MACBA since the inception of the New Work.

SECTION B: AMENDMENTS - This article and Article VIII (Dissolution) may not be amended until this article is terminated.

SECTION C: TERMINATION OF THIS ARTICLE - This article will terminate and be automatically removed from the church constitution on the tenth anniversary of its incorporation, provided said incorporation occurred after formal recognition in writing of the New Work as a self-supporting Church by the Mid-Atlantic Conservative Baptist Association Executive Board. If incorporated prior to becoming self-supporting, this article will terminate and be automatically removed ten years after receiving their last support from MACBA.

#### ARTICLE XI - NEW WORK OPERATIONS

SECTION A: NEW WORK STATUS - The church will be considered a New Work until such time as it is completely self-supporting (receiving no more funds from the Mid-Atlantic Conservative Baptist Association - hereafter referred to as MACBA) and is recognized as an autonomous Church by the MACBA Executive Board. This article shall supersede all previous articles where applicable, as long as the church is considered a New Work.

SECTION B: PHASES OF THE NEW WORK - There are three phases in the development of this New Work. The term "New Work" may refer to it at either of the first two phases.

1) PHASE 1 - FELLOWSHIP: This phase begins when the Mission Pastor arrives on the field, and continues until such time as the Local Support Team (hereafter referred to as LSTeam) declares the New Work to have entered Phase 2. During this time, a core group is formed and solidified. Public services are begun and committed believers are disciplined. Financial duties may be transferred to a qualified on-site treasurer who has been approved by the LSTeam. The officers of the Fellowship shall be the LSTeam and the Mission Pastor. When all qualifications have been met according to the current MACBA Principles and Policies, the New Work officers may begin the process of developing a Discipleship Team and move the New Work status to Phase 2.

2) PHASE 2 - CHAPEL: Once the New Work has received approval from the LSTeam for the status of MACBA Chapel, the Mission Pastor shall recommend to the LSTeam for their approval those qualified men which he desires to appoint to his Discipleship Team. These men, once approved, shall be disciplined by the Mission Pastor for leadership and potential officer positions in the future Church status. Meanwhile, they will assist him, as requested, in the work of the ministry. The *legal* officers of the Chapel shall remain the LSTeam and the Mission Pastor; however, the Discipleship Team will begin to take on more of the leadership *functions* during this phase of development under the guidance of the LSTeam. When all qualifications have been met according to the current MACBA Principles and Policies, the New Work officers may request the Executive Board to formally recognize the New Work as an autonomous church.

3) PHASE 3 - CHURCH: The New Work achieves this status by written recognition of the MACBA Executive Board. Once such status has been granted, this article shall automatically be dropped from the Constitution and the New Work shall incorporate and begin operations as an autonomous church in affiliation with MACBA and CBAmerica.



SECTION C: FINANCES - All funds given to the New Work shall be considered the ultimate property of MACBA. All funds must be dispersed under the direction of the officers and no funds may be used otherwise. All bank accounts and checks shall include MACBA on them, and the local area CPC Representative and MACBA Treasurer shall have the ability to draw on all funds of the New Work in case of an emergency situation arising within the New Work.

1) GENERAL GIVING - The primary obligations of the new Work shall be: a) the support of its Mission Pastor, and b) the support of the needs of the New Work. The Mission Pastor shall teach Biblical giving principles to those committed to the New Work in order to accomplish the above obligations.

2) BUILDING FUNDS - Moneys may be collected toward eventual property purchase and building only if all other financial obligations are being met. Any money set aside for such purposes shall be used to meet current obligations if needed. The New Work may not search for, option, or contract for property without the prior written permission of the LSTeam. Any option or purchase contract must be approved by the LSTeam and may be voided by the MACBA Church Planting Committee if not previously approved.

3) MISSION GIVING - The New Work's first priority in Missions is its own pastor. No money may be given to any other missionary if the church's obligations to the Mission Pastor are not being met or are in jeopardy. No more than 10% of the New Work's income should go toward the New Work's total of mission giving. When eventually taking on a missionary commitment, the New Work should give priority to the church-planting work of MACBA, so that the New Work can assist another church plant like many other churches have assisted them.

SECTION D: MEMBERSHIP - Upon meeting the requirements set forth in Article III (Membership), prospective members shall be recommended by the Mission Pastor, approved by the officers or Discipleship Team, and accepted by a 3/4 vote of the current membership present and voting. All those placed in positions of teaching, leadership, or on the Discipleship Team shall be members of the New Work.

SECTION E: AMENDMENTS - This article may be amended at any time by a unanimous vote of the LSTeam and a 2/3 vote of the MACBA Church Planting Committee or current New Work membership.

SECTION F: TERMINATION OF THIS ARTICLE - This article will terminate and be automatically removed from the church constitution upon the recognition of the New Work as an autonomous self-supporting Church by the MACBA Executive Board.

**\*NOTE:** These recommended articles reflect the successful approach used for some of our MACBA suburban New Works. While Articles I - IX are standard for all MACBA church plants, Articles X & XI may also be included for those New Works which plan to follow this strategy for growing their fellowship into a self-supporting, self-propagating, self-governing church.

## APPENDIX H

### Mission Pastor/New Work Monthly Report

Month/Year: \_\_\_\_\_

- 1) How is your relationship with the Lord doing?
- 2) How is your family doing?
- 3) What are your personal and family needs?
- 4) What new-comers have attended your services/meetings and what were the follow-up results?
- 5) What other new contacts have you had this month?
- 6) What other blessings and encouragements have you had?
- 7) What are your upcoming projects, events, advertising, future desires and goals?
- 8) What CB meetings and functions have you attended?
- 9) What areas have you targeted for improvement?
- 10) What challenges do you face and resources do you still need?
- 11) What prayer requests do you have?

	Sunday Date	Offering	Sunday School*	AM Worship*	Bible Studies*	Other**
1		\$	/	/	/	/
2		\$	/	/	/	/
3		\$	/	/	/	/
4		\$	/	/	/	/
5		\$	/	/	/	/
<b>TOTALS:</b>		<b>\$</b>	<b>/</b>	<b>/</b>	<b>/</b>	<b>/</b>
<b>Weekly Avg:</b>		<b>\$</b>	<b>/</b>	<b>/</b>	<b>/</b>	<b>/</b>

\* List number of adults on left and number of children (0-18 years) on right.

## FINANCES

**BEGINNING BALANCE (first day of the month):** \$ \_\_\_\_\_

**TOTAL INCOME:** \$ \_\_\_\_\_

Offerings (from other side) \$ \_\_\_\_\_

Interest \$ \_\_\_\_\_

Mid-Atlantic CBA \$ \_\_\_\_\_

Other: \_\_\_\_\_ \$ \_\_\_\_\_

**TOTAL EXPENSE:** \$ \_\_\_\_\_

100 - Mission Pastor Compensation \$ \_\_\_\_\_

200 - Evangelism/Outreach \$ \_\_\_\_\_

300 - Exaltation/Worship supplies \$ \_\_\_\_\_

400 - Edification/Education materials \$ \_\_\_\_\_

500 - Missions \$ \_\_\_\_\_

600 - Administration - Office supplies/equipment \$ \_\_\_\_\_

700 - Facilities rent and upkeep \$ \_\_\_\_\_

900 - Other: \_\_\_\_\_ \$ \_\_\_\_\_

**ENDING BALANCE (last day of the month):** \$ \_\_\_\_\_

## MONTHLY ACTIVITIES SCHEDULE AND CALENDAR\*

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday

\* Record New Work meetings/activities & the Mission Pastor's meetings, conferences, CB functions attended, etc.

**PROFESSIONAL EXPENSE  
REIMBURSEMENT VOUCHER  
FOR \_\_\_\_\_, \_\_\_\_\_**  
(Month, Year)

Travel (\_\_\_\_\_ miles) \$ \_\_\_\_\_

Conferences \$ \_\_\_\_\_

Education and books \$ \_\_\_\_\_

Other \$ \_\_\_\_\_

**TOTAL:** \$ \_\_\_\_\_

Requested by: \_\_\_\_\_

Approved by: \_\_\_\_\_

*Supporting documents have been  
attached to the filed copy.*

<b>DATE</b>	<b>DESCRIPTION</b>	<b>ACCOUNT</b>	<b>AMOUNT</b>	<b>TOTAL</b>
last day	Mileage x \$._./mile (next page)	Travel		
	Date submitted: _____	<b>TOTAL DUE:</b>		

Reimbursement received: \_\_\_\_\_ (date)

**BUSINESS MILEAGE LOG**

Month \_\_\_\_\_ Year \_\_\_\_\_

DATE	WHERE	PURPOSE	ODOMETER READING		MILES DRIVEN:	
			FINISH	START	THIS TRIP	TO DATE
<b>TOTAL MILES DRIVEN THIS MONTH:</b>						

## APPENDIX I

### MTTA & MACBA Consultation Agreement

1. Mid-Atlantic CBA (MACBA) Church Planting Committee (CPC) presents Mission to the Americas (MTTA) Director of Church Planting with its Principles and Policies as well as its Master Plan (vision, goals, and strategies) for Church Planting.

2. Recruitment of church planters. Both MACBA and MTTA will recruit church planters. Most recruiting would be classified as "strategic recruitment," that is finding church planters for specific sites that have been targeted in the master plan. In addition, some "personal vision recruitment" would take place, which includes using men who come to us with a site and vision in mind.

3. Selection of new church sites. MACBA will be responsible for supplying MTTA as much detail as practical about potential sites they consider a priority. All new church sites will eventually be evaluated by two studies.

a. A church-to-population ratio study which a local church or church planter can conduct using the "Site Discovery Guide" from MTTA. MACBA compiles a survey worksheet describing each potential church planting site.

b. MACBA acquires PERCEPT report on the most promising site(s), using the area parameters best for the location. This could be delayed until a church planter shows interest in a particular location. MTTA could acquire the report, if both agree; however MACBA would pay for it.

4. Selection of church planters.

a. MACBA will provide all potential applicants with an information packet on church planting in general and church planting in the Mid-Atlantic region specifically.

b. All potential applicants would complete a preliminary information sheet and return it to MACBA.

c. Upon initial approval by the MACBA Church Planting Committee, a MTTA Assessment Packet will be forwarded to the candidate. Upon completion, this packet will be sent to MTTA by the applicant for assessment by the Director of Church Planting. This assessment will include three diagnostic tools to highlight the candidate's spiritual gifts, personality, and leadership style. The candidate will pay for the cost of materials for these tests.

d. An interview with the potential applicant by phone or in person by MTTA Director of Church Planting would come next and be paid for by MACBA. This interview would focus on sixteen key areas and include discussions regarding the assessment findings.

e. For each name submitted for evaluation by MACBA, the Director of Church Planting (MTTA) would either "recommend" or "recommend against" acceptance of a church planter, giving his evaluation of the prospective planter. MTTA will also recommend additional names with which they have initiated contact.

f. MACBA would interview the candidate and show him the potential area(s). MACBA would then decide to extend or not extend a call to the candidate.

g. If MACBA decides not to extend a call or the candidate rejects the call, MTTA would then be free to pursue him for another location.

NOTE: An effective communication process needs to be established to insure that both MACBA and MTTA are aware of the status of each candidate.

5. Funding for the new church project.

a. The total compensation for the church planter will be determined by MACBA. MTTA will be kept informed of any changes in this package. The three-year descending scale model will normally be used in accordance with the state's Principles and Policies Statement and MTTA' New Churches Now booklet.

b. Financial support for the project would be raised by the church planter using his own contacts, as well as those supplied by MTTA and MACBA. Funds will be channeled through the MACBA CPC Fund.

6. Supervision for the new church project. Monthly reports will be submitted by the church planter to the Regional Association office. A copy of these reports will be sent to MTTA. A Local Support Team (LSTeam) will work with the church planter. The MACBA CPC may request the assistance of the Church Planting Specialist (MTTA) at any time on an honorarium/expense basis.

7. Resourcing for the new church project.

a. All church planters receive training during a week in October of the year they are appointed. Continued training will be provided periodically for all church planters. Church planters in the Mid-Atlantic region will be kept informed and have access to all training provided MTTA planters. MACBA will pay the travel, lodging, and material expenses of training for its church planters unless included in the planter's professional expenses.

b. The bi-monthly church planting newsletter of MTTA will be provided to each church planter. The MTTA Church Planting Resource Library contains sample books, videos, cassettes, monographs, and other ideas, and is available to all church planters.

c. Toll-free telephone consultation with the MTTA Church Planting office in Wheaton is also available to the Mission Pastor and MACBA CPC. Periodic visits and phone calls from a Church Planting Specialist or the National Director of Church Planting may be requested at any time.

8. As practical, an evaluation meeting involving personnel from both MACBA CPC and MTTA will take place from time to time, preferably annually.

## APPENDIX J

### Sample Annual Compensation Packages

	<u>Example #1</u>	<u>Example #2</u>
<b>1. SALARY</b>	<b>\$ 32,000</b>	<b>\$ 35,500</b>
A. Cash <sup>1</sup>	\$ 17,000	\$ 17,000
B. Housing <sup>2</sup>	\$ 15,000	\$ 18,500
<b>2. BENEFITS</b>	<b>\$ 9,000</b>	<b>\$ 10,500</b>
A. Health <sup>2</sup>	\$ 5,300	\$ 6,600
B. Retirement	\$ 1,200	\$ 1,200
C. Social Security <sup>3</sup>	\$ 2,500	\$ 2,700
<b>3. PROFESSIONAL EXPENSES</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>
A. Auto	\$ 2,400	\$ 2,400
B. Conferences	\$ 900	\$ 900
C. Education	\$ 300	\$ 300
D. Miscellaneous	\$ 400	\$ 400
<b>TOTAL:</b>	<b>\$ 45,000</b>	<b>\$ 50,000</b>

<sup>1</sup> Can change due to family size or longevity of service.

<sup>2</sup> Can change due to expense of area chosen in which to plant the church.

<sup>3</sup> Can change due to total salary figure including cash and housing; amount equals 7.65% of line #1 (while not withheld by the church, but paid as salary, this figure gives a way to compare the church planter's salary figures with the typical employee in the congregation).



# Sample Church Planter's Compensation Projection (6-Month Declining Scale)

Annual compensation and expense package: <b>3 YEAR PLAN:           \$50,000</b> % PAID   PER MONTH   PER 6 MONTHS 100.00%   \$4,167   \$25,000 83.33%   \$3,472   \$20,833 66.67%   \$2,778   \$16,667 50.00%   \$2,083   \$12,500 33.33%   \$1,389   \$8,333 16.67%   \$694   \$4,167 Self-supporting!     \$0 <b>TOTAL FUNDS NEEDED:           \$87,500</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="5" style="text-align: center;"><b>BUDGET PROJECTION</b></th> </tr> <tr> <td colspan="5" style="text-align: center;">(fiscal year begins Apr 1)</td> </tr> <tr> <th style="text-align: left;">*BEGIN:</th> <th style="text-align: center;"><i>January</i></th> <th style="text-align: center;"><i>April</i></th> <th style="text-align: center;"><i>July</i></th> <th style="text-align: center;"><i>October</i></th> </tr> <tr> <td>YEAR 1</td> <td style="text-align: right;">\$16,667</td> <td style="text-align: right;">\$4,167</td> <td style="text-align: right;">\$38,889</td> <td style="text-align: right;">\$28,472</td> </tr> <tr> <td>YEAR 2</td> <td style="text-align: right;">\$40,278</td> <td style="text-align: right;">\$44,444</td> <td style="text-align: right;">\$31,944</td> <td style="text-align: right;">\$36,111</td> </tr> <tr> <td>YEAR 3</td> <td style="text-align: right;">\$23,611</td> <td style="text-align: right;">\$27,778</td> <td style="text-align: right;">\$15,278</td> <td style="text-align: right;">\$19,444</td> </tr> <tr> <td>YEAR 4</td> <td style="text-align: right;">\$6,944</td> <td style="text-align: right;">\$11,111</td> <td style="text-align: right;">\$1,389</td> <td style="text-align: right;">\$3,472</td> </tr> <tr> <td><b>TOTAL:</b></td> <td style="text-align: right;"><b>\$87,500</b></td> <td style="text-align: right;"><b>\$87,500</b></td> <td style="text-align: right;"><b>\$87,500</b></td> <td style="text-align: right;"><b>\$87,500</b></td> </tr> <tr> <td colspan="5">*payment begins prior month</td> </tr> </table>	<b>BUDGET PROJECTION</b>					(fiscal year begins Apr 1)					*BEGIN:	<i>January</i>	<i>April</i>	<i>July</i>	<i>October</i>	YEAR 1	\$16,667	\$4,167	\$38,889	\$28,472	YEAR 2	\$40,278	\$44,444	\$31,944	\$36,111	YEAR 3	\$23,611	\$27,778	\$15,278	\$19,444	YEAR 4	\$6,944	\$11,111	\$1,389	\$3,472	<b>TOTAL:</b>	<b>\$87,500</b>	<b>\$87,500</b>	<b>\$87,500</b>	<b>\$87,500</b>	*payment begins prior month														
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Annual compensation and expense package: <b>4 YEAR PLAN:           \$50,000</b> % PAID   PER MONTH   PER 6 MONTHS 100.00%   \$4,167   \$25,000 87.50%   \$3,646   \$21,875 75.00%   \$3,125   \$18,750 62.50%   \$2,604   \$15,625 50.00%   \$2,083   \$12,500 37.50%   \$1,563   \$9,375 25.00%   \$1,042   \$6,250 12.50%   \$521   \$3,125 Self-supporting!     \$0 <b>TOTAL FUNDS NEEDED:           \$112,500</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="5" style="text-align: center;"><b>BUDGET PROJECTION</b></th> </tr> <tr> <td colspan="5" style="text-align: center;">(fiscal year begins Apr 1)</td> </tr> <tr> <th style="text-align: left;">*BEGIN:</th> <th style="text-align: center;"><i>January</i></th> <th style="text-align: center;"><i>April</i></th> <th style="text-align: center;"><i>July</i></th> <th style="text-align: center;"><i>October</i></th> </tr> <tr> <td>YEAR 1</td> <td style="text-align: right;">\$16,667</td> <td style="text-align: right;">\$4,167</td> <td style="text-align: right;">\$39,583</td> <td style="text-align: right;">\$28,646</td> </tr> <tr> <td>YEAR 2</td> <td style="text-align: right;">\$42,708</td> <td style="text-align: right;">\$45,833</td> <td style="text-align: right;">\$36,458</td> <td style="text-align: right;">\$39,583</td> </tr> <tr> <td>YEAR 3</td> <td style="text-align: right;">\$30,208</td> <td style="text-align: right;">\$33,333</td> <td style="text-align: right;">\$23,958</td> <td style="text-align: right;">\$27,083</td> </tr> <tr> <td>YEAR 4</td> <td style="text-align: right;">\$17,708</td> <td style="text-align: right;">\$20,833</td> <td style="text-align: right;">\$11,458</td> <td style="text-align: right;">\$14,583</td> </tr> <tr> <td>YEAR 5</td> <td style="text-align: right;">\$5,208</td> <td style="text-align: right;">\$8,333</td> <td style="text-align: right;">\$1,042</td> <td style="text-align: right;">\$2,604</td> </tr> <tr> <td><b>TOTAL:</b></td> <td style="text-align: right;"><b>\$112,500</b></td> <td style="text-align: right;"><b>\$112,500</b></td> <td style="text-align: right;"><b>\$112,500</b></td> <td style="text-align: right;"><b>\$112,500</b></td> </tr> <tr> <td colspan="5">*payment begins prior month</td> </tr> </table>	<b>BUDGET PROJECTION</b>					(fiscal year begins Apr 1)					*BEGIN:	<i>January</i>	<i>April</i>	<i>July</i>	<i>October</i>	YEAR 1	\$16,667	\$4,167	\$39,583	\$28,646	YEAR 2	\$42,708	\$45,833	\$36,458	\$39,583	YEAR 3	\$30,208	\$33,333	\$23,958	\$27,083	YEAR 4	\$17,708	\$20,833	\$11,458	\$14,583	YEAR 5	\$5,208	\$8,333	\$1,042	\$2,604	<b>TOTAL:</b>	<b>\$112,500</b>	<b>\$112,500</b>	<b>\$112,500</b>	<b>\$112,500</b>	*payment begins prior month									
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Annual compensation and expense package: <b>5 YEAR PLAN:           \$50,000</b> % PAID   PER MONTH   PER 6 MONTHS 100.00%   \$4,167   \$25,000 90.00%   \$3,750   \$22,500 80.00%   \$3,333   \$20,000 70.00%   \$2,917   \$17,500 60.00%   \$2,500   \$15,000 50.00%   \$2,083   \$12,500 40.00%   \$1,667   \$10,000 30.00%   \$1,250   \$7,500 20.00%   \$833   \$5,000 10.00%   \$417   \$2,500 Self-supporting!     \$0 <b>TOTAL FUNDS NEEDED:           \$137,500</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="5" style="text-align: center;"><b>BUDGET PROJECTION</b></th> </tr> <tr> <td colspan="5" style="text-align: center;">(fiscal year begins Apr 1)</td> </tr> <tr> <th style="text-align: left;">*BEGIN:</th> <th style="text-align: center;"><i>January</i></th> <th style="text-align: center;"><i>April</i></th> <th style="text-align: center;"><i>July</i></th> <th style="text-align: center;"><i>October</i></th> </tr> <tr> <td>YEAR 1</td> <td style="text-align: right;">\$16,667</td> <td style="text-align: right;">\$4,167</td> <td style="text-align: right;">\$40,000</td> <td style="text-align: right;">\$28,750</td> </tr> <tr> <td>YEAR 2</td> <td style="text-align: right;">\$44,167</td> <td style="text-align: right;">\$46,667</td> <td style="text-align: right;">\$39,167</td> <td style="text-align: right;">\$41,667</td> </tr> <tr> <td>YEAR 3</td> <td style="text-align: right;">\$34,167</td> <td style="text-align: right;">\$36,667</td> <td style="text-align: right;">\$29,167</td> <td style="text-align: right;">\$31,667</td> </tr> <tr> <td>YEAR 4</td> <td style="text-align: right;">\$24,167</td> <td style="text-align: right;">\$26,667</td> <td style="text-align: right;">\$19,167</td> <td style="text-align: right;">\$21,667</td> </tr> <tr> <td>YEAR 5</td> <td style="text-align: right;">\$14,167</td> <td style="text-align: right;">\$16,667</td> <td style="text-align: right;">\$9,167</td> <td style="text-align: right;">\$11,667</td> </tr> <tr> <td>YEAR 6</td> <td style="text-align: right;">\$4,167</td> <td style="text-align: right;">\$6,667</td> <td style="text-align: right;">\$833</td> <td style="text-align: right;">\$2,083</td> </tr> <tr> <td><b>TOTAL:</b></td> <td style="text-align: right;"><b>\$137,500</b></td> <td style="text-align: right;"><b>\$137,500</b></td> <td style="text-align: right;"><b>\$137,500</b></td> <td style="text-align: right;"><b>\$137,500</b></td> </tr> <tr> <td colspan="5">*payment begins prior month</td> </tr> </table>	<b>BUDGET PROJECTION</b>					(fiscal year begins Apr 1)					*BEGIN:	<i>January</i>	<i>April</i>	<i>July</i>	<i>October</i>	YEAR 1	\$16,667	\$4,167	\$40,000	\$28,750	YEAR 2	\$44,167	\$46,667	\$39,167	\$41,667	YEAR 3	\$34,167	\$36,667	\$29,167	\$31,667	YEAR 4	\$24,167	\$26,667	\$19,167	\$21,667	YEAR 5	\$14,167	\$16,667	\$9,167	\$11,667	YEAR 6	\$4,167	\$6,667	\$833	\$2,083	<b>TOTAL:</b>	<b>\$137,500</b>	<b>\$137,500</b>	<b>\$137,500</b>	<b>\$137,500</b>	*payment begins prior month				
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Annual compensation and expense package:			<b>BUDGET PROJECTION</b>				
<b>6 YEAR PLAN: \$50,000</b>			(fiscal year begins Apr 1)				
% PAID	PER MONTH	PER 6 MONTHS	<b>*BEGIN :</b>	<i>January</i>	<i>April</i>	<i>July</i>	<i>October</i>
100.00%	\$4,167	\$25,000	YEAR 1	\$16,667	\$4,167	\$40,278	\$28,819
91.67%	\$3,819	\$22,917	YEAR 2	\$45,139	\$47,222	\$40,972	\$43,056
83.33%	\$3,472	\$20,833	YEAR 3	\$36,806	\$38,889	\$32,639	\$34,722
75.00%	\$3,125	\$18,750	YEAR 4	\$28,472	\$30,556	\$24,306	\$26,389
66.67%	\$2,778	\$16,667	YEAR 5	\$20,139	\$22,222	\$15,972	\$18,056
58.33%	\$2,431	\$14,583	YEAR 6	\$11,806	\$13,889	\$7,639	\$9,722
50.00%	\$2,083	\$12,500	YEAR 7	\$3,472	\$5,556	\$694	\$1,736
41.67%	\$1,736	\$10,417	<b>TOTAL :</b>	\$162,500	\$162,500	\$162,500	\$162,500
33.33%	\$1,389	\$8,333	*payment begins prior month				
25.00%	\$1,042	\$6,250					
16.67%	\$694	\$4,167					
8.33%	\$347	\$2,083					
Self-supporting!		\$0					
<b>TOTAL FUNDS NEEDED:</b>		<b>\$162,500</b>					

## NEEDED SUPPORT FOR CHURCH PLANTING PROJECTS (based on above compensation figures)

**Start-up costs: \$10,000**

	<b>3 Year</b>	<b>4 Year</b>	<b>5 Year</b>	<b>6 Year</b>
Annual compensation and expense (per figures from above charts)	\$87,500	\$112,500	\$137,500	\$162,500
Administrative fee on Compensation (MTTA 17% care & service)*	\$17,922	\$23,042	\$28,163	\$33,283
Start-up costs given by MACBA (per work determined by the CPC)	\$10,000	\$10,000	\$10,000	\$10,000
Administrative fee on Start-up costs (MACBA 10% care & service)	\$1,111	\$1,111	\$1,111	\$1,111
<b>GRAND TOTAL OF ALL COSTS**:</b>	<b>\$116,533</b>	<b>\$146,653</b>	<b>\$176,774</b>	<b>\$206,894</b>

\* This figure may be up to 7% lower depending on how much of personal support is raised and sent through MTTA or MACBA.

\*\* The totals here do not reflect compensation raises or lengthening of the term of the plant which may occur during the process.

## APPENDIX K

### Mission Pastor Contract

I have read and I endorse the Principles and Policies of the Church Planting Committee. I agree to abide by these Principles and Policies, and any subsequent amendments to them, as long as I function as a Mission Pastor under the auspices of the Mid-Atlantic CBA.”

Signed: \_\_\_\_\_  
(Mission Pastor's Signature)

Signed: \_\_\_\_\_  
(MACBA RED or Associate's Signature)

# 4 TRACKS TO MID-ATLANTIC CHURCH PLANTING

	<b>Solo Venture by MACBA</b>	<b>Joint Venture MACBA guided</b>	<b>Joint Venture MTTA guided</b>	<b>Solo Venture by Mother Church</b>
1 <i>Support raised by planter is sent by supporters ...</i>	through MACBA (keeps 10%)	thru MTTA (keeps 17 %) or MACBA (keeps 10%)*	thru MTTA (keeps 17%) or MACBA (keeps 10%)*	through mother church or MACBA
2 <i>Support check is sent ...</i>	through MACBA to the New Work	through MACBA to the New Work	through MTTA to the Church Planter normally	Mother church decides
3 <i>Compensation package is determined by ...</i>	MACBA	MACBA with MTTA input	MTTA with MACBA input	Mother church (with MACBA if requested)
4 <i>\$ from MACBA</i>	everything over support raised by planter (#1 above)	everything over support raised by planter (#1 above)	\$2000-\$4000 per year sent thru MTTA (keeps 0%)	\$0 - mother church funds
5 <i>\$ from MTTA</i>	\$0	\$0	\$0 - rest raised by planter (#1 above)	\$0
6 <i>Principles and Policies</i>	MACBA	MACBA with reports to MTTA	MTTA with reports to MACBA	MACBA if mother church desires
7 <i>Role of MACBA</i>	Supervisor	Supervise through Local Support Team (LSTeam)	Supervise through Local Support Team (LSTeam)	Consultant (if requested)
8 <i>Role of MTTA</i>	Evaluates planter - Consultant	Supervise through Specialist (if available)	Supervise through Specialist (if available)	Consultant (if requested)
9 <i>Example of individual using this profile</i>	Rev. Jim Grimes at Nazareth	Rev. Kevin Green at Brodheadsville	Rev. Bert Vitaliz at Milburn	Rev. Ken Kirby at Chalfont

\* neither MTTA or MACBA deducts an administrative percentage from funds sent through them to the New Work by the other organization.

# Sample Partnership Agreement For Joint Venture MACBA guided New Works (with MTTA)

## RESPONSIBILITIES OF CB Mission To The Americas (MTTA):

- To provide all publicity materials for raising support through MTTA.
- To forward funds from the planter's personal supporters for the church planter to MACBA, minus their administrative fee (MACBA will deduct no administrative fees from this money). MTTA may deduct their reasonable accessioning costs for the planter, but would drop the requirement of 5% of all church income being sent to them.
- To provide training for the church planter at all MTTA church planting events under the same conditions as all of its other church planters.
- To assist with the communication between the Mission Pastor and his supporters.
- To provide free consultation to MACBA through the Church Planting Director and local Specialist.

## RESPONSIBILITIES OF Mid-Atlantic CBA (MACBA):

- To pay the reasonable moving costs of the church planter (method to be agreed by planter and MACBA).
- To make-up the rest of the church planter's salary not covered by the monthly amount received from the planter's personal supporters through MTTA.
- To pay for Worker's Compensation for the planter and provide site insurance for the New Work.
- To send support checks in a timely fashion to the New Work.
- To accomplish everything required of it in the Church Planting policies of the MACBA Manual as revised from time to time.

## RESPONSIBILITIES OF Mission Pastor:

- To raise \$\_\_\_\_\_/month (\$\_\_\_\_\_/year) of his total annual compensation package through MTTA.
- To represent MACBA as it raises the remainder of his support through MACBA churches in the Mid-Atlantic region.
- To maintain his support level as best as possible from his personal supporters for a 4-year period beginning with the date he begins on support.
- To provide monthly reports (one copy each to MTTA & MACBA).
- To abide by the policies of MTTA & MACBA.
- To attend the monthly MACBA pastor's meetings in his area.
- To attend the annual meeting for MACBA.
- To speak from time to time to raise support for his church planting endeavors through the MACBA constituency (not to interfere with his church planting activities).
- To send newsletters at least quarterly to his supporters through MTTA.
- To give an update of his work for prayer support in each issue of the MACBA newsletter.

## RESPONSIBILITIES OF the New Work:

- To pay the planter according to the set compensation package.
- To abide by the policies and By-laws agreed to by the planter, MTTA, and MACBA.

Signed: \_\_\_\_\_ Signed: \_\_\_\_\_  
(for MTTA) (for MACBA)

Date: \_\_\_\_\_ Date: \_\_\_\_\_  
(for MTTA) (for MACBA)