

Approved June 17, 2014

Narberth Presbyterian Church

Session – Missions Committee

Policy – Support of short-term ministry trips

Background

NPC is eager to support members who wish to make short-term trips in order to serve the Lord. This policy is designed to clarify the circumstances in which such support may be offered. It is primarily intended to establish the terms for supporting members who will be performing mission-related work under the umbrella of an approved NPC mission cause or other established sending agency. Under this policy, NPC may distribute funds to an approved sending agency / mission cause or will reimburse the individual member for properly documented expenses.

Eligibility

This policy is designed to set out the criteria by which a member or regular attender of NPC, currently active in regular worship attendance, may apply for funding in support of a short-term mission trip. The policy extends to family members of an age at which they can reasonably be expected to raise their own support in addition to any provided by NPC. For the purposes of this policy, it is expected that this age shall be from the year of entry to public middle school.

It is a condition of the church's support that the person(s) supported share the results of their experience via presentation to the Missions Committee and the wider congregation upon their return from the trip.

Definition

A short term ministry trip meets the following criteria:

- It is a full-time immersion in the culture addressed by the sponsoring missions cause (missions = leaving your culture)
- It will have a duration of at least one week but less than 3 months
- It requires the applicant to travel outside their township of residence, and that of the church
- It is carried out under the auspices of an existing NPC supported missions cause or of any other appropriate missions agency
- It is convergent with the NPC criteria for support of a missions cause (vision, impact, relationship, stewardship)

Procedure Support provided by NPC for short-term mission trips will not exceed \$1,500 per person or \$5,000 per family per year except in exceptional circumstances as determined by the Session; Not to exceed 50% of total expense of short-term mission trip. The Session - Missions Committee shall determine during the annual benevolence budget process the amount designated in support of short-term missions for the coming year, subject to funds being available for this purpose.

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1. The person identifies the opportunity for a short term ministry trip and seeks God's will and call for the trip.
2. If appropriate, the person checks via appropriate communication whether any other member of the congregation feels called and qualified to go on this short term ministry trip. (The opportunity for some trips may occur only by reference to a member's particular professional or other skills).
3. The person determines the finance required to make the trip and assesses their ability to raise this amount.
4. If necessary, the person may then apply to the Missions Committee of the Session - Missions Committee for short term ministry trip support, using a simple application form which details information about the trip, provides evidence of financial need and summarizes the God's calling on the member for the trip. An application in itself does not guarantee any support from the church.
5. Except in exceptional circumstances, the person provides the completed application to the Chairman of the Missions Committee at least three months before the trip is due to begin.
6. The Missions Committee will prayerfully consider the application. Approved applications will be recommended to the Session for ratification. The Chairman of the Missions Committee will inform the applicant of the result of their application as soon as such decision is made.
7. Applications for short-term ministry trip funding will be considered in the order in which they are received, not based upon the timing and dates of the intended trip.
8. Public appeal for funding or fundraising efforts under NPC must be approved by Session. It is the responsibility of the applicant to ensure that application to Session is made appropriately in advance of the fund raising activities. If other private individuals, already aware of the intended mission activity, have already pledged or contributed support of said member, such contributions shall be accepted and considered as tax deductible for IRS purposes.
9. If support is provided, when the applicant has completed the trip, he/she comes before the next appropriate Missions Committee meeting and provides testimony about God's working in their lives as a result of the trip. If appropriate, the applicant may also give such testimony during a Worship hour or at another congregational gathering.
10. In any given year, the Missions Committee shall consider the requests for support for short-term ministry trips and where possible ensure that funds are available to support a variety of trips in terms of geography and purpose.

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Appendix

Narberth Presbyterian Church

Application for Support

Short Term Ministry Trip

Narberth Presbyterian Church is committed to support of our missions/ministry causes, and we are pleased that you plan to go on a short-term ministry trip. Please complete the information below and submit it to the Chairman of the Missions Committee, so that we can consider your application and let you know if we are able to provide any financial support.

Biographical information

Name:

Address:

Telephone (Day):

Evening:

E-mail address:

Date of birth:

Marital status:

How long have you been attending NPC?

Proposed Ministry Trip

Missionary Organization/ Ministry:

Address:

Organization contact person:

Telephone number:

E-mail address:

Location of project:

Dates and duration of project:

Project goal:

Total Anticipated cost:

(Note: Please provide a detailed budget. Remember to include all related costs – flight, other transportation, accommodation, food, any materials required for the trip, medical and other insurance, etc. If you require advice in the area of budgeting your trip, the Missions Committee may be able to help).

Please answer the following questions on a separate sheet of paper (each response should be no more than a single double spaced page in length)

1. What are the goals/purpose of the trip
2. Describe your spiritual journey up to this point
3. Describe your sense of God's calling and your process of preparation for this project
4. Describe what you hope to learn and contribute (e.g. natural gifts and skills) to this project
5. Describe any prior mission or related ministry experience that you may have
6. Describe your process of dealing with one of the significant struggles in your life
7. Describe your plans to raise financial support for this project.
8. (Note: all fund raising must be approved by Session if done within NPC congregation)