

Guidelines for the Use of Evangelism Funds

All churches may and are encouraged to apply for Evangelism funds. The important consideration is not the size of the request, but the faithfulness and commitment God has placed on the hearts and minds of your congregation. Accepting your evangelism series check means you will comply with the following:

1. Evangelism funds are to be used both for projects or methods proven to be effective or innovative mission ventures that will allow your church to discover effective and biblical ways of sharing the gospel with those who do not yet know Jesus Christ as their Savior and Lord.
2. Evangelism funds are intended to initiate projects that may or may not require ongoing support from the Southeastern California Conference.
3. Building space, staff support, and equipment can be included in your requested funds.
4. It is the responsibility of the church to provide an annual written report on the project(s) to the Evangelism/Church Growth department so we can all learn from your Evangelism series.
5. The requested amount in the Evangelism fund may or may not be granted in the year depending on the available funds and proposals that are submitted.
6. Provide a kept record of all documentation/receipts for all expenditures to submit with the financial report.
7. Monies from this account can be used for musicians, "Bible Workers" or others who incurred expenses. However, you must first contact the conference's human resource department, and meet all of their requirements, in order to include those expenses in your evangelism subsidy request. Remember; evangelism funds can only be used for evangelistic expenses!
8. Within three months of your evangelistic series, download, fill out and return as an attached file (via email) these two reports.
 - a. Evangelistic Meeting Financial Report
 - b. Evangelistic Meeting Results Report
9. If your expenses were less than expected, please return the conference's unused portion.

Thank you for following these guidelines and the privilege of assisting you with your evangelism efforts.

Process of Applying for Evangelism Funds

1. Listen:
 - Listen to those who are yet to become followers of Jesus and begin to envision a process of sharing God's love with them through both words AND actions.
 - Enter into a season of discernment and prayer as you listen for the still small voice of God as He reveals His plan and purpose to you and invites you to join Him in His work of reconciling a lost world to Himself.
2. Write it Down:
 - Submit an application and all corresponding documentation to the Evangelism/Church Growth department for review and consideration.
 - If your church is planning more than 1 evangelism event, please fill out an application for each event.
 - Applications and instructions can be obtained from the Southeastern California Conference website, or by emailing the department at evangelism@seccsda.org. Please note that the submission deadline date is **January 31, 2016**.
3. Review
 - All applications will be reviewed by the Evangelism and Church Growth department during the month of February 2016.
 - Even as the Evangelism and Church Growth department conducts their review, continue to review your vision and plan, confirming that this is indeed the exciting new thing God is placing before your congregation.
4. Share
 - The Evangelism and Church Growth department may personally interview applicants for Evangelism fund so that we can better assess your passion, your commitment, and your ability to bring your plans and dreams to fruition.
 - We encourage you to share your vision and plan with others. It is by sharing the new thing God is doing through us that our dreams gain momentum.
5. Receive
 - Funds will be distributed to successful applicants in March 2016. All available funds may not be distributed in 2016, depending on applications/requests received.



Evangelism/Church Growth

ALLOCATION REQUEST FORM: *For multiple evangelistic events, please fill out a request form for each.*

CHURCH INFORMATION

Church name: _____ Pastor: _____

Contact: _____ Email: _____

OUTREACH INFORMATION

Dates: _____ No. of Presentations: _____ Meeting Location: _____

Meeting Nights (Check all that apply) **Mon** **Tues** **Wed** **Thurs** **Fri** **Sat** **Sun**

Type of Meeting: _____

Speaker(s): _____

PRE-WORK PLANS (HOW WILL YOU DEVELOP INTERESTS AND MAKE RELATIONSHIPS THAT WILL LEAD TO SPIRITUAL DECISIONS?)

Description: _____

REAPING PLANS (HOW WILL YOU HELP THE INTERESTS MAKE DECISIONS FOR CHRIST AND BAPTISM)

Description: _____

FOLLOW UP PLAN (HOW WILL YOU FOLLOW-UP THE NON-BAPTIZED INTERESTS?)

Description: _____

OFFICE USE ONLY

Approved Declined Modified Amount Approved _____

Approved by _____ Date: _____



Evangelism / Church Growth

Budget Projection

Name of Sponsoring Church: _____

Estimated Expenses

INCOME	BUDGET AMOUNT
Local Church Funds	
Meeting Offerings (estimated)	
Conference Subsidy (request)	
Other	
Total Income	
EXPENSES	
Advertising Expenses:	
Handbills/Flyers	
Newspaper	
Radio/TV	
Others	
Preparation Expenses:	
Preparation Seminars	
Small Group Materials	
Bible Workers	
Visitation Materials	
Other	
Material Expenses:	
Bibles	
Ticket Books/Scan Cards	
Incentives – Giveaways	

Sermon Outlines	
Decision Cards	
Offering Envelopes	
Other	
Guest Speaker Expenses:	
Housing	
Travel	
Honorarium	
Per Diem	
Other	
Misc. Expenses:	
Music	
Venue Rentals	
Equipment (Total no more than 20% of conference allocation)	
Equipment Purchases	
Children's Program	
Follow Up Expenses:	
Follow-up Material	
Spiritual Gifts Assessment/Placement	
Spiritual Formation Training	
Ministry Training	
Other	

Date funds are needed: _____

When completed and signed, please make a copy for your records and submit this request to the Evangelism Department for consideration. This form will not be processed without your signature at the end of this form.

Requested by:

Pastor: _____ Date: _____

Treasurer: _____ Date: _____

Church Board Approved Date: _____ (please attach a copy of minutes)

Daytime Phone Number: _____