

CHMCE Process for Request

CHMCE receives requests from presbyteries, not congregations or mission works. Your presbytery should act to request funding from CHMCE. Your presbytery will also need to commit funds to support the work.

CHMCE requires a completed stewardship plan that should be submitted along with a communication with the presbytery request. The plan should contain a profile of the mission work including a list of members and their gifts, evangelistic strategies, and demographic information among other things. I will ask our administrative assistant, Allison Groot, to send you some documents, including the instructions for the stewardship plan.

IMPORTANT! The stewardship plan will have to include a four-year financial projection with anticipated income and expenses, including the church planter's compensation. This is sometimes overlooked, but you should know that CHMCE will not consider a plan that does not have this.

Once CHMCE receives the request and plan, it can act. Meetings are set for June, September, and December. So the plan should be submitted to us before those meetings. The due dates are May 15 for the June meeting; August 15 for September; and November 15 for December.

If CHMCE approves the request, the church planting subcommittee will interview Chris. Upon his approval by the committee, funding can begin. For example, if CHMCE acts in September, funding can begin in October. The interview can be done before CHMCE meets if that would be better for everyone involved. In preparation for the interview, Chris should complete our church planter ministerial information form.

Once support begins, revised stewardship plans must be submitted along with annual requests for ongoing support. Presbytery should act to make funding requests every year for CHMCE to consider at its December meeting each year.

Allison will reply with the following documents:

- Church planter MIF
- Requesting CHMCE support (A doc that provides the steps)
- The stewardship plan instructions
- Examples of approved stewardship plans
- The four-year support schedule

