

# CHINESE CHRISTIAN CHURCH OF COLUMBIA (CCCC) MISSIONS POLICY

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## I. General Information Regarding the Missions Policy

### A. Purpose for a Written Missions Policy

The purpose of this policy is to provide guidelines to govern the church's missions activities.

### B. Exceptions to this Policy

Exceptions to this policy require a favorable three-fourths vote of the Missions committee and approval of the Executive Board. Policy revisions may be made following the procedures set out in Section VII.

### C. The Scriptural Basis for Missions

The LORD had said to Abram, "Leave your country, your people and your father's household and go to the land I will show you. I will make you into a great nation and I will bless you; I will make your name great, and you will be a blessing. I will bless those who bless you, and whoever curses you I will curse; and all peoples on earth will be blessed through you." (Genesis 12:1-3)

May God be gracious to us and bless us and make his face shine upon us, that your ways may be known on earth, your salvation among all nations. (Psalms 67:1-2)

I will also make you a light for the Gentiles, that you may bring my salvation to the ends of the earth. (Isaiah 49:6b)

Then he said to his disciples, "The harvest is plentiful but the workers are few. Ask the Lord of the harvest, therefore, to send out workers into his harvest field." (Matthew 9:37-38)

Then Jesus came to them and said, "All authority in heaven and on earth has been given to me. Therefore go and make disciples of all nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit, and teaching them to obey everything I have commanded you. And surely I am with you always, to the very end of the age." (Matthew 28:18-20)

I tell you, open your eyes and look at the fields! They are ripe for harvest. (John 4:35b)

But you will receive power when the Holy Spirit comes on you; and you will be my witnesses in Jerusalem, and in all Judea and Samaria, and to the ends of the earth. (Acts 1:8)

### D. Definition of Missions

Missions at the Chinese Christian Church of Columbia (hereafter referred to as CCCC) is defined as "The sending out of adequately equipped disciple-makers who may cross barriers of distance, culture and/or language in order to establish and strengthen the church in places beyond the normal sphere of influence of our members." While we will encourage involvement in local ministries, these will not fall under the guidelines of the Missions Policy.

CCCC's normal sphere of influence includes ministries to expand the membership of CCCC or ministries carried on by CCCC members within the church's immediate local sphere of influence. Missions begins outside CCCC's immediate local sphere of influence.

The role of the local church in this great worldwide venture is to confirm those whom God is calling, help to effectively equip them for life and ministry, and send them out with sufficient resources and encouragement for their vital task of spreading the saving message of Jesus Christ.

## E. The Responsibility of Missionaries Regarding this Policy

It is the responsibility of each CCCC-supported missionary to read this policy carefully and to clarify any questions with the Missions Committee in order to assure complete understanding and agreement with applicable sections of the policy.

## II. MISSIONS EMPHASIS

### A. Our Missionary Involvement

It is the desire of the Missions Committee that the missions budget will operate on a faith promise basis.

It is our intention to associate ourselves with a reasonably limited number of individual missionaries and mission boards in order to encourage maximum involvement with those whom we support. The extent of our association will generally follow the priorities set out in Sections II.B, II.C, and IV.

### B. Our Cultural Emphasis

Generally speaking, we will seek to fulfill the Biblical mandate to take the gospel to all nations. Therefore, the target culture will be weighed when candidates and organizations are considered for support, and we will seek to keep a balance in supporting mission work to peoples of various cultures. Further, we seek to place increasing emphasis on ministry to unreached people groups. We will also seek to develop more in the area of education regarding missions around the world.

### C. Our Ministry Emphasis

Believing that the planting and nurturing of the Church is fundamental in the missions process, we desire to give priority to missionaries and ministries serving in the following areas and orders of priority:

1. Church Planting (focusing on Muslim people groups)<sup>1</sup>
2. Nurturing, Discipling and Teaching
3. Support Ministries

We believe that ALL of the above are essential to world evangelization.

### D. Our Prayer Ministry

A major part of CCCC's outreach is the support of missions through prayer. We regularly pray for each accepted missionary and encourage daily and weekly prayer through the church's services, activities, and communications.

## III. DEVELOPMENT OF CCCC MEMBERS FOR MISSIONARY SERVICE

We strongly support, and seek to encourage, CCCC members who are seeking the Lord's will in their lives regarding missions as a vocation.

As a member of CCCC, the prospective CCCC missionary must meet the following qualifications, as well as those in Section IV.

### A. The Prospective CCCC Missionary

1. Is a baptized believer with assurance of salvation.
2. Is personally interested in (if not already committed to) and motivated by the Holy Spirit toward missions.

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<sup>1</sup> See appendix 1 for more details.

3. Is growing spiritually and has demonstrated Christian maturity in their lives.
4. Is effectively active in Christian service or CCCC ministries.
5. Maintains contact with appropriate church leadership.
6. Is thoroughly familiar and in agreement with the doctrinal statement of our church.
7. Is open to counsel regarding preparation and plans.
8. Has appropriate educational credentials, to be decided by the Missions Committee and/or Sending Agency, and may include a college degree and 30 hours of Bible and theology courses. Both spouses' education should be considered.
9. Must submit a personal doctrinal statement and personal testimony.

B. Our Commitment to the Prospective CCCC Missionary

1. The prospective CCCC missionary will be given appropriate counseling, encouragement, and opportunity to minister in ways designed to strengthen personal abilities.
2. We will pray with the prospective missionary seeking God ' s will in his or her life.
3. Counseling will include advice regarding the selection of a mission board or agency, especially seeking to find an agency with good financial stewardship.
4. Upon acceptance by the denomination or an approved mission board and by the unanimous acceptance of the Missions Committee, the candidate will be submitted to the Board of Deacons for approval.
5. The newly approved and accepted candidate will be commissioned by CCCC at a regular worship service.
6. We will provide ongoing spiritual, financial and prayer support while preparing for service as well as on the field.
7. After the CCCC missionary is on the field, we will continue to provide counseling, encouragement and opportunity for ministry at CCCC; and we will maintain effective communication for feedback and encouragement.

#### IV. ACCEPTANCE FOR SUPPORT

Individuals who are not CCCC members may also be accepted for support. This section is applicable to all candidates, whether CCCC members or not.

A. Support Priority

1. Support amounts will be determined by the mission committee by evaluating priorities in the following order of importance:

a. Relationship with our church

1. Categories

CCCC has established the following missionary categories in order to determine the priority given to candidates when considering acceptance and financial support requests:

Category 1 - Home grown members (a CCCC member who was physically born and/or raised in the church, or who was spiritually born, discipled, and grew significantly in our church and who received his/her calling while serving actively at CCCC.)

Category 2 - CCCC members who have served at CCCC at least 2 years, and for whom CCCC is now considered their true church home.

Category 3 - Individuals who have worshipped, fellowshiped and actively participated at CCCC for a significant period of time (usually at least one year), or former CCCC members.

Category 4- All others.

2. Consideration for acceptance will be given first to Category 1, then 2, then 3, then 4. Our intent is to support more heavily those in the same order.

- b. Nature of ministry  
See Our Missions Emphasis, Section II B.
- c. The Biblical mandate to preach to all nations
- d. Individual need
- e. Also, length of service as a CCCC missionary will be considered.
- f. A possible type of missionary support is that given to Christian nationals through appropriate agencies.

## 2. Support Guidelines

Generally CCCC will strive to provide financial support according to the support levels formally established by the denomination or appropriate mission board or agency. The percentages may be affected by availability of CCCC funds, time supported by CCCC, time on the field, ministry, and review of appropriateness of the "established" support level.

Priority is given first to Category 1 missionaries, followed by Category 2, then Category 3, and finally Category 4.

## B. Missionary Candidate Application

A missionary candidate application<sup>2</sup> must be completed and submitted to the Missions Committee by June 30 in order to apply for support the following calendar year. The application should include a copy of the sending organization's doctrinal statement. This will be followed by a personal interview with the Pastor and representatives of the Committee. Candidates, upon request, shall furnish appropriate references, which the Committee may contact. The entire application process must be completed, and approval given, by October 31 in order to receive support the following calendar year.

Applications received after the June 30<sup>th</sup> deadline should go through the normal evaluation process. If the Missions Committee feels an exception needs to be made and the candidate should receive support for the coming year, they must present this recommendation to the Executive Board for approval.

## C. The Interview Process

Interviews will be conducted covering items such as:

1. Background and salvation experience
2. Family
3. Abilities, spiritual gifts, interests
4. Ministry experience
5. Formal education
6. Reasons for choosing missions, governing board, and ministry
7. Acceptance by an approved mission board
8. Immediate plans prior to assignment
9. Financial status (support, debt, etc.)
10. Prayer support

## D. Doctrinal Agreement

The candidate shall express knowledge of and agreement with the doctrinal statement of CCCC. Any possible differences must be expressed in writing for consideration of the Missions Committee (and Executive Board if the candidate is a member of CCCC).

Once accepted, continued agreement with the doctrinal statement is a requirement for continued support.

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<sup>2</sup> See appendix 3

#### E. Acceptance by the Denomination, Mission Board or Agency (hereafter referred to as Agency)

1. There should be prior (and continued) acceptance by the agency approved by CCCC. Written evidence of this acceptance must be provided, including a statement by the agency regarding the candidate's proposed ministry and immediate plans. Exceptions will be considered.
2. We will support evangelical mission boards which are in essential agreement with our doctrine and missions purposes. We will give consideration also to management, leadership, and ministry methods and effectiveness. A mission board new to CCCC will be carefully evaluated and approved by the Missions Committee. The following criteria will be used as guidelines for evaluating mission agencies under which potential CCCC supported missionaries might serve:
  - a. What is the agency's primary purpose and function?
  - b. Does the agency's doctrinal statement agree with CCCC's?
  - c. Is the agency a member of an evangelical missions association (e.g., IFMA, EFMA)?
  - d. What is the agency's accountability and decision-making structure?
  - e. What is the financial support policy, including the raising and distribution of funds for missionaries, administration, projects, nationals, etc.?
  - f. Description and nature of the agency's governing board as to its duties and function (e.g. does it formulate policy and evaluate performance?).
  - g. Denomination missions board (e.g., Southern Baptist Missions) will be evaluated generally using these criteria.

#### F. Executive Board Approval

The Executive Board must give approval for all missionaries.

#### G. Acceptance/Termination of Support

1. Initial acceptance - see III.A. through IV.E. above.
2. CCCC approval for a missionary to leave for the field will be based on their agency's approval.
3. Support status will be reviewed annually as a part of the church and faith promise missions budget process. After budget approval, missionaries will be notified in writing of their support status for the coming year. As the faith promise allows, the intention of the missions committee will be to commit a set amount annually for the entire first term of each new missionary.
4. Where appropriate, missionaries from a country other than the United States will be encouraged to establish their primary support base from their own country and/or continent. If feasible, CCCC will support said missionary for a predetermined number of years in order for them to have time to build up this support base.
5. Accepted missionaries must notify the Missions Committee in writing prior to making any major changes in ministry, location (e.g. area or country) or agency since such changes could affect support status. Missions Committee concurrence is required for category 1 and 2 missionaries. Concurrence is not required for Category 3 and 4 missionaries, but changes can affect support status. This process includes notification to the Missions committee of major problems being encountered.
6. Should the relationship between the agency and a missionary be terminated, support by CCCC will also be terminated unless there is a transfer to another approved agency. Any such move to another approved agency must still be reviewed and approved by the Missions Committee.
7. Support of a missionary may be terminated in instances such as the unapproved transfer from one agency to another, the termination of active relationship with an approved agency, or other adequate reasons (e.g., violation of CCCC Missions Policy) by action of the Missions Committee. Termination of support of Category 1 and 2 missionaries also requires the concurrence of the Executive Board.
8. In the event a missionary remains on furlough for longer than one year, continuance of support will be reviewed and may be recommended for termination, or suspension until return to the

field by the Missions Committee. Similarly, support during an educational leave of longer than one year will be reviewed. Continuance of support in circumstances such as these requires consensus by the Missions Committee and Executive Board.

9. If support is to be terminated, the Missions Committee will endeavor to provide written advance notice to the missionary and agency one month in advance. However, support can be terminated immediately if circumstances warrant such action. Normally, support from CCCC is terminated concurrent with the date of an agency's termination of support.

#### H. Communications

Missionary evaluations should be done every term, preferably during their home assignment. The evaluation form and other details are found in the appendix.<sup>3</sup>

1. Missionaries are expected to keep CCCC aware of ministry progress and needs at least quarterly. Absence of such communication or other requested communication (e.g., annual questionnaire) may be grounds for termination of support.
2. During furlough, Category 1 and 2 missionaries are expected to give a personal report to the Pastor, Missions Committee, and the congregation. Category 3 and 4 missionaries should provide a detailed written report to the Missions Committee if CCCC is not visited personally.
3. Missionaries will also be expected to participate in CCCC missions conferences personally, when possible, or by sending appropriate audiovisuals.
4. Members of CCCC will be encouraged to communicate with missionaries on a consistent basis, primarily through the fellowship group which has adopted each missionary.

#### I. Personal Solicitation of Funds

Candidates and accepted missionaries may not solicit funds directly or indirectly from CCCC individuals (except family and personal friends), classes or church organizations. This does not preclude the mention of needs in general prayer letters or mention of needs to the Pastor, church staff, Missions Chairman, Missions Committee members, or the missionary's sponsor (who should advise the Missions Committee). If considered appropriate, the Pastor or Missions Committee will advise appropriate parties of the needs.

#### J. Retiring Missionaries

Support for retiring missionaries may be continued, if needed, usually at a reduced level. Any determination regarding retirement support requires approval of the Missions Committee and Executive Board.

In making this decision, consideration will be given to the missionary's financial status as well as relationship with CCCC and their agency's retirement plan. Category 1 and 2 missionaries will have definite priority over other missionaries for retirement support funds.

### V. SHORT TERM MISSIONARY AND MISSIONARY INTERN OPPORTUNITIES

#### A. Purpose

As a method of developing prospective missionaries and educating our church members about missions, we will encourage members to take advantage of short term missionary or missionary intern opportunities. The church will endeavor to make such opportunities known to all members and will provide counseling, prayer, and at least partial financial support (if qualifications are met) upon acceptance.

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<sup>3</sup> See appendix.

## B. General Guidelines

1. The Potential Candidate (who is not a CCCC sponsored group or individual) will file an application with the Missions Committee for review of proposed plans and approval of CCCC financial assistance at least 3 months before the anticipated departure date.
2. People will normally be under the supervision of a sending agency and must meet the agency's requirements and must provide the Missions Committee with information from the agency to verify requirements, assignment, accountability and financial need. Those not going with an agency should provide the same information.
3. The term of service will normally be no longer than 2 years.
4. Special conditions are set for CCCC sponsored individuals or groups: See Section V. E.

## C. The Prospective CCCC Short Term Missionary or Missionary Intern

1. Is a baptized believer with assurance of salvation.
2. Is personally interested in missions and is open to considering missions as a vocation.
3. Is growing spiritually and has demonstrated maturity.
4. Is effectively active in Christian service and CCCC or other evangelical church activities.
5. Maintains contact with church leadership.
6. Is familiar with and in agreement with the doctrinal statement of our church.
7. Is open to counsel regarding preparation and plans.
8. Is regularly attending CCCC (Category 1-3) or their own church (Category 4).

## D. Acceptance for Support

### 1. Support Priority

Short term missionaries and missionary interns will be accepted for financial support generally following the applicable guidelines set out for regular missionaries in Sections III and IV.

### 2. Short Term Missionary and Missionary Intern Candidate Application.

A short term missionary or missionary intern candidate application<sup>4</sup> must be completed and submitted to the Missions Committee followed by a personal interview with representatives of the Committee. Candidates, upon request, shall furnish appropriate references, which the Committee may contact.

### 3. The Interview Process

Interviews will be conducted covering items such as:

- a. Background and salvation experience
- b. Abilities, spiritual gifts, interests
- c. Ministry experience
- d. Involvement in CCCC activities and programs
- e. Formal education
- f. The reasons for choosing mission group or agency, summer program, and ministry interest
- g. Acceptance by an approved mission group or agency
- h. Immediate plans prior to assignment
- i. Financial support
- j. Prayer support

### 4. Doctrinal Agreement

The candidate shall express knowledge of and agreement with the doctrinal statement of CCCC. Any possible differences must be expressed in writing for consideration by the Missions

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<sup>4</sup> See appendix 5



Committee.

#### 5. Acceptance by a Sponsoring Group or Board

Normally, there must be prior acceptance by a denomination, a sponsoring group (which could be within CCCC, e.g. Youth Group) or board approved by the Missions Committee. Written evidence of this acceptance and the prospective assignment may be required. We will support participation with evangelical missions groups or boards which are in essential agreement with our doctrine and missions purposes.

Short term missionaries or missionary interns and anyone else going on assignments independent of a formal agency may be supported, but only if the Missions Committee has carefully reviewed and approved the proposed work and the accountability of the missionaries or interns.

#### 6. Communications

Short term missionaries and missionary interns are expected to be available to report on their experiences to the Missions Committee and congregation and to be available to share their experiences in various meetings as requested.

Prior to leaving, the missionary or intern is expected to keep the Missions Committee informed regarding plans and support status. Changes in plans or assignments must be reviewed with the Committee.

#### 7. Solicitation of Funds

- a. Candidates and accepted short term missionaries or missionary interns may not solicit funds in person or by correspondence with CCCC individuals (except family, personal friends), classes or church organizations. This does not preclude the mention of needs in general prayer letters approved by the Missions Committee or mention of needs to the Missions Committee.
- b. For CCCC sponsored groups, fund raisers will be allowed if prior approval is gained from the Missions Committee. All fundraising possibilities should be presented with initial application.

#### E. Special guidelines for CCCC sponsored groups or individuals.

1. The leader of the group or the individual must present the trip to the Mission Committee for approval six months prior to anticipated date of trip.
2. Individual members of team must submit application 3 months ahead of trip or by deadline in place with cooperating sending agency (e.g., Youth for Christ for youth DCLA trip, World Changer etc).
3. Children on CCCC sponsored trips.  
The Mission Committee and the group leader will determine together if the trip is appropriate for children, and of what age. CCCC financial support will be limited to children age 12 and older.
4. All funds for CCCC sponsored trips will be raised as a team. All funds raised, as well as support from the Missions Budget, will go into the team pool.
5. Appropriately executed liability release form is required.

### VI. RESPONSIBILITIES AND ADMINISTRATION OF THE MISSIONS COMMITTEE

The By-laws of CCCC places responsibility for the administration of CCCC's missions program with the Missions Committee. Responsibilities and administrative functions of the Committee are set forth in this section.

#### A. Provisions of the By-laws.

1. Responsibility: The Missions Committee shall be responsible to the Executive Board.
2. Membership: The Missions Committee shall consist of at least one of the pastors, the Missions Committee Chairman and at least 3 members or associate members of the church. This must include at least one deacon, and the associate members are not to make up more than 1/3 of the committee. Appointment of members shall be guided by the Missions Chairman and subject to approval by the Missions Committee. The term of office for committee members is usually 3 years.

Officers: A deacon designated by the Executive Board will normally serve as Missions Committee Chairman. The Executive Board also has the option of selecting someone other than a deacon to serve as Chairman. The Missions Committee will select a Secretary and a Bookkeeper.

### 3. Duties of the Missions Committee

- a. The Missions Committee shall establish and maintain written policy concerning the missions program of the church. The policy shall be subject to the approval of the Executive Board.
- b. The Missions Committee shall be responsible for the selection of missionaries to be supported by the church, subject to the Executive Board ' review and approval.
- c. The Committee shall oversee supported missionaries in cooperation with the denomination or approved boards and agencies. They shall also communicate with the missionaries on a regular basis (no less than quarterly).
- d. The Committee shall make available to the Executive Board a proposed missions budget for the coming year after the annual missions conference.
- e. The Missions Committee shall be responsible for the allocation of mission funds subject to the annual faith promise budget ratified by the Executive Board and the congregation. Reallocation of funds during the year may be made by the Committee within the guidelines of this Missions Policy with the approval of the Executive Board.
- f. The Committee shall annually reevaluate the missions program of the church.
- g. The Committee shall work with church staff and others to stimulate intercessory prayer within the congregation and with individual membership for world evangelism, our missionaries and missions-related involvements.
- h. The Committee shall develop programs for the education and motivation of the congregation in the field of world missions through personal contact and suggested activities for each major organization in the church.
- i. The Committee shall oversee ministering appropriately to missionaries on the field and on furlough.

## B. Key Responsibilities and Activities

1. Missions Chairman: Administers the missions program of the church and chairs the Missions Committee. Coordinates communication with the Executive Board and congregation in order to: educate members regarding missions and missionaries; deepen individual member involvement with missions; and encourage commitment to missions as a vocation. Oversees the Mission Committee ' s ministry to the CCCC missionary family.
2. Bookkeeper: Keeps balances and informs church treasurer how and when to disburse funds.
3. Prayer: Development and coordination of the congregation ' s missions-related prayer activities.
4. Missionary Development: Development and coordination of a program for nurturing the interest of CCCC staff and members in missions in order to: encourage their commitment to missions as a vocation and encourage members to provide meaningful assistance to CCCC ' s missions efforts through the giving of time and talent.
5. Missions Education: Development and coordination of an educational program geared to the staff and congregation, featuring CCCC ' s missions efforts and including areas such as the annual missions conference, missions center, missions Sundays, articles, audio/visuals, maps, and bulletin boards etc.
6. Missionary Assistance: Development and coordination of areas of non-financial assistance to

missionaries, including general hospitality, transportation, housing, and missionary contacts with CCCC families.

7. Sponsor Program: Development and coordination of individual family sponsor relationships with each CCCC-supported missionary in order to foster (1) increased prayer and communication with our missionary family and (2) increased individual member involvement with missions. (Adopt a Missionary program)

8. Annual Missions Conference: CCCC will conduct an annual missions conference, intended to be a highlight of the year in the missions life of the church.

The Missions Committee will encourage full congregational involvement, with the church staff and leadership as active participants in conference planning, administration, and implementation.

In cooperation with the Pastor and church staff, the Missions Committee will take leadership in designing and organizing the conference, with each committee member responsible for at least one area of the conference.

Every effort will be made to encourage broad prayer preparation and good communication with the congregation regarding the conference.

Highlighted missionaries will primarily be our own supported missionaries as available at the time of the conference.

The conference will have activities designed to involve all age groups within the church, with special attention given to children and youth.

9. Other Major Activities of the Missions Committee members

- a. Candidate Review and Selection
- b. Pulpit Ministries (provide information and assistance)
- c. Budget
- d. Sunday School Involvement
- e. Field Visitation
- f. Internships
- g. Short Term Missions
- h. Missions Center resources in the library

#### C. The Caring Ministry to Our Missionaries

The Missions Chairman, with the Missions Committee members and missionary sponsors, will carry on an effective caring program for our active missionaries, their families, and locally retired missionaries who are members.

Generally, the caring ministry will include:

1. Keeping in touch with missionaries.
2. Involving missionaries in church life.
3. Nurturing the spiritual life of missionaries.
4. Discovering and meeting the needs of missionaries.

#### D. The Missions Budget and Special Giving

##### 1. General

- a. The Missions Budget will be in accord with CCCC's definition of missions (Section I.D.) and this policy; and should include only those items relating directly to the support of individual missionaries, prospective missionaries (e.g. short term missionaries, Chinese Mission Conference participants, ministers in preparation scholarships, Urbana participants), denominational missions, missions-oriented or related agencies, missions education, regional & local missions, missionary spiritual life development, and educational institutions training future missionaries. Other miscellaneous items should be limited to expenses supporting the administration of the overall missions program. The budget will come from

- a faith promise program. Year-end balances in the budget will be carried over to the next year.
- b. Missionary contingency funds will be included in the faith promise budget to provide a source of funds intended to help individual missionaries and missions needs in instances which could not have been foreseen or budgeted. Disbursement of such funds requires Missions Committee Approval. The Executive Board must be notified prior to disbursement of these funds.
- c. Special Ministry Projects (i.e. purchase of property, building, equipment, or materials):
  1. Missionary must submit a proposal.
  2. CCCC support will be based on approval and backing of the sending agency or mission board.
  3. Priority will be given in order of Category 1, then 2, then 3, then 4 missionaries.
  4. Disbursement of money from this category may be made through the budget annually after reviewing all applications for that year and / or may be accessed from the surplus funds as well.

## 2. Budget Approval

- a. The Committee will communicate with missionaries and their boards to determine individual financial needs and prepare a preliminary budget.
- b. The budget subcommittee will present its preliminary budget to the Missions Committee for discussion, revision, and approval.
- c. The Missions Chairman will present the approved budget to the Executive Board.
- d. The Executive Board will present it to the congregation for approval.

## 3. Acceptance and Disbursement of Funds

- a. Funds disbursed in compliance with the approved Missions Budget shall be taken from the faith pledge balance. Missionary checks are prepared quarterly or annually, assuming appropriate funds are available.
- b. Any funds given to the church and designated to missions shall be subject to governing procedures established by the Executive Board and Missions Committee.
- c. The church permits that designated gifts to CCCC-supported missionaries and organizations may be given through the church.
- d. Designated funds for individuals or organizations not supported by CCCC shall be subject to governing procedures established by the Executive Board and require the approval of the Missions Committee. For example:
  - (1) Designated giving by individuals to missionaries not named in the approved Missions Budget.
  - (2) Sunday School classes ' or other church organizations ' designation of regular funds or special giving. (CCCC strongly encourages that such funds should be directed only to missionaries or organizations included in the Missions Budget or to activities directly related to missionaries or organizations in the Missions Budget.)
  - (3) Memorials designated to missions.
  - (4) Wills involving missions.
- e. In the event money designated for missions is received that is not approved for transmission, the money will be returned to the giver with the reason for non-acceptance. If the person involved is not known, the gift will be added to the Missionary Contingency Fund or handled as directed by the Missions Committee.

## E. Missions Committee Files

The missions committee secretary, under guidance from the Missions Committee, will maintain the following files in the church office:

1. Individual missionary information
2. Missions, agency, and organization data
3. Minutes of the Missions Committee meetings
4. Correspondence and other materials necessary to the Committee ' s operations
5. Annual budgets
6. Goals, objectives, annual reports, organization, and job descriptions.

## VII. PROVISION FOR POLICY REVISION

### A. Procedure

The written Missions Policy may be revised at any time as follows:

1. The Missions Committee Chairman shall appoint a temporary revision subcommittee to prepare the proposed change(s) in draft form.
2. The draft shall be presented to the full Missions Committee for its review, revision as necessary, and approval.
3. The Missions Chairman will present the recommendations to the Executive Board for approval.
4. In an appropriate manner, the revised policy will be made available to the general membership of the church.

### B. Required Five-Year Review

Not less than once each five years a policy revision subcommittee shall be formed (in accordance with Section VII.A. above) to review this Missions Policy and to consider possible revision. Upon review and approval of the Missions Committee, its findings shall be reported to the Executive Board for appropriate action.

Revised July 15, 2010

Mission Committee members: Rev. Wong, Sandy Shek, Kunming Su, Wing Wang, and Xiaoming Yang

## **Appendix 1: Support Priority**

It is God's great commission that His glory should be displayed in global worship by people from all nations and His blessings be brought to all nations (Gen. 12:1-3; Psa. 67:1-3; Mat. 28:18-20; Rev. 7:9 etc.).

To accomplish this commission God's people should go and reach all people groups in the world, which is a task to be shared by churches from all over the world. It will be a better stewardship that individual churches utilize their unique limited resources with unique focus to work together on the world mission.

It's appropriate for our church to focus on the current Least-Reached groups. Joshua Project has identified 6,748 groups as Least-Reached, totaling 2.7 billion of the 16,304 total groups. Of these 6,748 groups, 3,288 are primarily Muslim, totaling 1.3 billion individuals. Muslim also has the highest annual growth rate of any religious group (2.17%). And fewer Christian missionaries work among Muslim than among any other people in the world. The ratio is about 2.7 per million, representing a mere 1% of the globe's entire missionary force.<sup>5</sup>

Therefore the Mission Committee suggests prioritizing our church's allocation of financial supports in Muslim related missionaries, organization and ministries so that the majority of financial supports will be strategically allocated for Muslim centered ministries.

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<sup>5</sup> Data sources: [www.joshuaproject.net](http://www.joshuaproject.net), [www.bethel.edu](http://www.bethel.edu)



Appendix 3: Missionaries Application Form  
CHINESE CHRISTIAN CHURCH OF COLUMBIA  
2367 Klapman Road  
West Columbia, SC 29169

Missionary Application

ATTACH PHOTO

TYPE OR PRINT CLEARLY  
(Use additional pages if needed)

1. Full Name \_\_\_\_\_ Social Security No. \_\_\_\_\_

2. Present Address \_\_\_\_\_ Zip \_\_\_\_\_

3. Phone/Area code ( ) \_\_\_\_\_ Work ( ) \_\_\_\_\_ Parent/Guardian ( ) \_\_\_\_\_

4. Nationality \_\_\_\_\_ Birth date \_\_\_\_\_ Place \_\_\_\_\_

5. Marital status: \_\_\_\_\_ If widowed or divorced, explain fully.

6. Have you received medical clearance for your missionary work? \_\_\_\_\_

7. Present health: \_\_\_\_\_ Height: \_\_\_\_\_ Weight: \_\_\_\_\_

8. Evaluation of your family relationships: \_\_\_\_\_

9. Do family or others depend on you for support? \_\_\_\_\_

10. Children: State names, dates and places of birth:

11. Education:

	Name of School	Major/Minor	Last Year Completed	Degree/Diploma
High School	_____			
College	_____			
Graduate	_____			
Bible School	_____			
Other (Special training, correspondence courses, etc.)	_____			

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

12. Foreign languages studied \_\_\_\_\_ How long? \_\_\_\_\_

13. What has been your contact with foreign nationals and students? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

14. Employment: Present or last work \_\_\_\_\_ Previous work \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

Supervisor \_\_\_\_\_

Dates \_\_\_\_\_

Type of Work \_\_\_\_\_

May we use these as reference \_\_\_\_\_

15. Finances: Your current debt if any \_\_\_\_\_ When will this be paid \_\_\_\_\_

Do you budget your income \_\_\_\_\_

16. Have you had experience trusting God for your needs? \_\_\_\_\_

\_\_\_\_\_

17. Do you anticipate raising your support? \_\_\_\_\_

18. How much? \_\_\_\_\_

19. Name of your Mission Board \_\_\_\_\_

Address \_\_\_\_\_

Tel.( ) \_\_\_\_\_

20. Name and addresses of churches with which you have been affiliated:

Church: \_\_\_\_\_

Pastor's Name \_\_\_\_\_ Tel ( ) \_\_\_\_\_

How long a member? \_\_\_\_\_ Your Responsibilities: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Church: \_\_\_\_\_

Pastor's Name \_\_\_\_\_ Tel. ( ) \_\_\_\_\_

How long a member? \_\_\_\_\_ Your Responsibilities: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



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Will any of the Churches help support you as their missionary? \_\_\_\_\_

21. Conversion experience: Date, age, place, description \_\_\_\_\_

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22. Evangelism experience: \_\_\_\_\_

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23. Other recent Christian service experience:

Type of ministry	How long	Degree of success and satisfaction
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24. Do you have any form of support group with whom you meet for times of Prayer and Bible study?

Describe \_\_\_\_\_

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25. Do you have a mailing list for your Prayer letters? \_\_\_\_\_

How many \_\_\_\_\_ Who prepares the letters? \_\_\_\_\_

26. Additional information or comments you may wish to include to assist the Missions Committee in their appraisal of your application. \_\_\_\_\_

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Appendix 4: REFERENCE FORM FOR MISSIONARY CANDIDATE

Missions Committee  
Chinese Christian Church of Columbia  
2367 Klapman Road  
West Columbia, SC 29169  
(803) 796-9133

**PERSONAL REFERENCE FORM FOR MISSIONARY CANDIDATE**

(circle one please)

Mr. / Miss / Mrs. \_\_\_\_\_ is applying for acceptance as a missionary to our church. We would appreciate your evaluation of him/her as a potential missionary candidate. Your responses will be kept confidential.

Please answer all questions to the best of your ability. If you don't know about a particular area, answer accordingly by circling or writing N/A.

**How long have you known the candidate?** \_\_\_\_\_

**What is your relationship?** \_\_\_\_\_

**Your name, mailing address and phone number please:** \_\_\_\_\_  
\_\_\_\_\_

**May we contact you if we need further information?** \_\_\_\_\_

How would you rate him or her in the following areas: (circle one please) n/a = not applicable or don't know enough to answer this question.

<b>1. testimony before others:</b>	excellent	very good	good	fair	poor	n/a
<b>2. spiritual maturity:</b>	excellent	very good	good	fair	poor	n/a
<b>3. concern for others:</b>	excellent	very good	good	fair	poor	n/a
<b>4. personal evangelism:</b>	excellent	very good	good	fair	poor	n/a
<b>5. Bible knowledge:</b>	excellent	very good	good	fair	poor	n/a
<b>6. daily devotional life:</b>	excellent	very good	good	fair	poor	n/a
<b>7. suitability for missionary service</b>	excellent	very good	good	fair	poor	n/a
<b>8. leadership ability</b>	excellent	very good	good	fair	poor	n/a
<b>9. dedication to task:</b>	excellent	very good	good	fair	poor	n/a
<b>10. speaking ability:</b>	excellent	very good	good	fair	poor	n/a
<b>11. financial stewardship:</b>	excellent	very good	good	fair	poor	n/a

<b>12. organizational ability:</b>	excellent	very good	good	fair	poor	n/a
<b>13. teaching ability:</b>	excellent	very good	good	fair	poor	n/a
<b>14. personal discipline:</b>	excellent	very good	good	fair	poor	n/a
<b>15. relationship with the opposite sex:</b>	excellent	very good	good	fair	poor	n/a
<b>16. family life:</b>	excellent	very good	good	fair	poor	n/a
<b>17. mental ability:</b>	excellent	very good	good	fair	poor	n/a

**18. What spiritual gift (s) have you observed in this person?**

**19. What are this person's greatest strengths?**

**20. Please list one or two areas where growth is needed:**

**21. Would you recommend this person for missionary service?**

Wholeheartedly                      yes, but with some reservation                      no

**22. Additional comments:** \_\_\_\_\_

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Thank you so much for taking time to help us get to know our candidate better. Your evaluation will be helpful in his or her quest to serve God.

Appendix 5: Short-Term Missions Form  
**CHINESE CHRISTIAN CHURCH OF COLUMBIA**  
**Short-Term Missions Form**

Name: \_\_\_\_\_

Name of organization: \_\_\_\_\_

Short Description of the missions trip: (where and what you will be doing)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How long? \_\_\_\_\_

Amount of support needed? \_\_\_\_\_

Explain your conversion experience:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Describe your current relationship with Christ:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Recommendation from pastor, church leader, or teacher:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\*\*After turning in this form, you will be called in for an interview by members of the missions committee.

Appendix 6: Form of Financial Aid for Minister-In-Preparation  
 CHINESE CHRISTIAN CHURCH OF COLUMBIA (CCCC)  
 Financial Aid for Minister-In-Preparation

**Please read the following information carefully before completing the application form:**

- The need based fund was designed to help coworkers of CCCC who are full-time Bible College/Seminary students in preparation for full-time ministry and who have regularly attended CCCC at least two semesters.
- The deadline for returning applications this semester is \_\_\_\_\_. Return this completed form to the Scholarship Coordinator, \_\_\_\_\_, who will then report to the Missions Committee for consideration.
- Financial Aid is granted **semi-annually**. Each recipient is expected to inform the Missions Committee of any major changes in his/her financial status during the year.
- Application must be legibly printed and filled out completely (put N/A if not applicable).
- Do not forget to sign and date the form.

\*\*\*\*\*

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Present Address: \_\_\_\_\_

Marital Status: \_\_\_\_\_ Ages of Children: \_\_\_\_\_

Degree You are Pursuing: \_\_\_\_\_

Name of School You are Attending: \_\_\_\_\_

Ministry Plans after graduation: \_\_\_\_\_

Ministry you have been involved in CCCC \_\_\_\_\_

Please fill out all the blanks. Put N/A if any blank is not applicable to you. Contact above Scholarship Coordinator if you have any question.

*Please list any of the following types of SEMESTER'S INCOME you expect to receive for FALL / SRING (indicate one)*

Grants (PELL < GSC, etc.)	\$ _____
Financial Aid from churches	\$ _____
Employment (includes spouses income)	\$ _____
Family or personal funds/savings	\$ _____
School Financial Aid	\$ _____
Other support /etc.	\$ _____

=====  
 Total Expected Semester Income

*Please complete the following anticipated SEMESTER'S EXPENSES for FALL / SPRING (indicate one)*

Tuition & Books	\$ _____
Room (including utilities) and Board	\$ _____
Insurance (health, dental, car, etc.)	\$ _____
Tithes/offerings	\$ _____
Miscellaneous (gas, groceries, etc.)	\$ _____

=====  
 Total Estimated Semester Expenses

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Church Use Only

Last updated on 7/15/2010 by the Mission Committee