

MIDDLE CREEK CHURCH

Mid-Term (1-6 months)

MISSIONS FUND REQUEST

Date of Request Submission:

A Mid-Term Missions Fund Request must be completed and submitted with all required attachments to the Missions Committee Chairperson at least sixty (60) days prior to your planned departure date.

Planned Departure Date: _____

Term of Service (1-6 Months): Start: _____ Finish: _____

Requester's Name: (Individuals, Couples, Families) _____

Address: _____

Email: _____

Telephone Numbers: Home: _____ Cell: _____

Missions Organization: _____

Address: _____

Email: _____ Telephone Number: _____

Briefly describe your position with the Missions Organization and the work you will be doing: _____

Provide the following costs/amounts:

Total cost: \$ _____

Amount you will pay personally: \$ _____

Amount you are requesting from the Missions Budget: \$ _____

(The lesser of 25% of the Total cost or \$500 per month per member)

Remaining amount you need from other sources: \$ _____

The Missions Organization requires that I raise at least: \$ _____ by _____

If you have not raised the Missions Organization minimal funding requirement by the deadline date for your trip, the Missions Committee reserves the right to withhold funding.

Checks are to be payable to: _____

Required attachments:

*A letter from your Missions Organization confirming your financial request and mission assignment.

*A budget breakdown of all your expenses.

*A list of special supplies needed (ex medical, building, curriculum, etc). Please list supplies separate.

Requester's Signature: _____

This Request must be completed in its entirety and submitted to the Missions Committee Chairperson at least sixty (60) days prior to your planned departure date.

Requester submitting Request will receive a written response from the Missions Committee Chairperson.

If your Request is approved by the Missions Committee you must contact the Missions Treasurer at least one (1) week prior to the date of payment.

Revised 05/2016

So you are going on a Mid-Term (1-6 months) Missions Trip..... **Get ready to experience God in new and amazing ways!**

Prayer is the best place to start. "The earnest prayer of a righteous person has great power and produces wonderful results." (James 5:16 NLT)

Build a prayer support team.

Make contact either verbally or in writing with all possible financial support members. Contact family, neighbors, and friends from work, school and church.
(See the attached Support Letter Guidelines and Sample Letter)

Attempt to raise your own financial support. Plan your own fundraisers. Babysit, do yard work, bake, etc. Be creative and work hard. God may want you to use some of your own resources.

Complete the attached "Mid-Term Missions Fund Request" and return it to the Missions Committee Chairperson at least sixty (60) days before your departure date.

Write thank-you notes to your supporters as this is an act of gratitude to God's faithfulness.

After your trip, send letters to your supporters telling about your experience and again thanking them for their support.

Consider keeping a journal while on your trip. Organize your thoughts and remember the details of your experience.

GIVE YOUR TESTIMONY. You will be given an opportunity to share with the congregation.

MIDDLE CREEK CHURCH

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SUPPORT LETTER GUIDELINES FOR MID-TERM MISSIONS TRIPS

1. Make your letter personal, as if you are talking to that person. Try not to sound like you are preaching. Using a few verses of Scripture is fine; avoid using passages. Write the name of the person you are sending the letter to, and sign your name at the bottom.
2. Include information about where you are going, the mission organization you are going with, what you are planning on doing, and how long you will be there. Have someone proofread your letter for you. Try to keep the letter to one page.
3. Be clear about your needs and how supporters can be involved. Are you looking for prayer and/or financial support? Include deadlines; whom checks should be made payable to (ex Missions Organization Name); and where the checks should be mailed.
4. Your efforts to contact those from whom you seek support should be on a personal basis – either in person or an addressed letter. Please do not stuff all of the church mailboxes with letters.
5. You are encouraged to cover some of the expenses of your trip.
6. Make note in the letter how any excess funds will be used if you receive more support than you need. Ask the Missions Organization how this will be handled.
7. See below "Support Letter Sample".

Support Letter *Sample*

Dear _____,

God has provided an opportunity for me to go to _____ with _____ (Missions Organization Name). I am leaving on _____ returning _____. I see this is an opportunity to take the Gospel to those who have not heard and to help those who have other needs.

I am looking for partners who will pray for me, support me financially, or both _____ (description of your work & the Missions Organization goals).

The goal cost for the trip is \$ _____. If I receive more funds than I need to cover the cost of my trip, I will give the extra to _____. Please prayerfully consider how you can partner with me.

If you would like to help me, please fill out the form below and return it to me. Checks can be made payable to: _____.
Detach the tear off portion below and mail to: _____ (insert address).

Thank you for your support

_____ (sign your Name)

(Please detach and return with your donation)

.....
____ I am enclosing a check for \$ _____ to support your trip. Please make check payable to: _____

____ I will pray for you. Please let me know your prayer requests.

Donor's Name _____

Email Address _____

Revised 02/2021

MIDDLE CREEK CHURCH MISSIONS COMMITTEE

Mid-Term Missions (1-6 months) SUPPORT FUNDING GUIDELINES

Purpose:

- To establish guidelines in disbursing monies set aside in the Missions Budget for the support and promotion of Mid-Term Missions efforts by members of Middle Creek Church.

Definitions:

- **"Mid-Term Missions"** are periods of Christian Service lasting no less than one (1) month to no more than six (6) months with Missions Organizations.
- **"Missions Organizations"** are Christian Organizations which provide opportunities for Christian Service and whose teachings and programs are consistent with the values and beliefs of Middle Creek Church.
- **"Christian Service"** is efforts focused on glorifying our Lord and Savior, Jesus Christ, through sharing His Gospel and meeting the needs of others.
- **"Request"** is a completed, "Mid-Term Missions Fund Request" with all required attachments, submitted to the Missions Committee Chairperson, at least sixty (60) days prior to the Requester's Missions departure date.
- **"Requester"** is a member of Middle Creek Church, 18 years of age or older, who seeks Mid-Term Missions Funds to cover expenses of their Mid-Term Missions effort, and submits a Request that complies with these guidelines. A single Request may be submitted for married couples or families requesting funding.

Eligibility:

- Eligible members (individuals and families) shall make written Requests for funding using the Mid-Term Missions Fund Request provided by the Missions Committee.

Requests:

- All Requests for Funding must be submitted using the Mid-Term Missions Fund Request to the Missions Committee Chairperson at least sixty (60) days prior to the Requester's departure date. Requests will be reviewed by the Missions Committee to assure that they comply with these guidelines.

- Funds distributed shall not exceed 25% up to \$500/month total of the approved expenses per member.
- The Missions Committee may approve or deny a Request based on these guidelines. The Missions Committee Chairperson will provide a written response to each Requester.

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