

NTD AG PARENT AFFILIATION for CHURCH PLANTING WORKSHEET

A Checklist for the creation of a

Memorandum of Understanding between NTD AG, a Parent Church and a Church Planter/Team

It must be fully understood that the PAC will be a church under the legal and organizational umbrella of the Parent Church.

The Basic Presumption

While all parties understand that this is a beginning document, and that situations are subject to change beyond our control it is the Basic Presumption of the Planter/Team, the Parent Church and NTD AG that the ultimate goal of this relationship is that the Plant (choose one):

____ Remain a PAC in perpetuity ____ Become a General Council Church when possible

It is mutually understood that any Parent Affiliated Church may request a change of status to District or General Affiliates status at it's initiative and timing

This agreement will be reviewed on _____ (insert date) by representatives of; NTD AG, the Parent Church and the Planter/Team. The criteria for evaluation will include, but not be limited to:

Legal and Financial

- Deeds and titles to Real Property purchased by the Plant will be in the name(s) of: (check all that apply) ____ The PAC ____ The Parent __X__ NTD AG Approvals for financial transactions including the purchase or sale of real property shall be handled in this manner:

- The Plant will operate under the bylaws of the Parent Church unless the decision is made to incorporate. In that case, the NTD AG Church Planting Ministry will aid the process.
- If choosing to incorporate the Plant, the President of the Corporation will be _____ The Board of the Corporation shall be _____

_____ will file Articles of Incorporation with the Secretary of State's office in Austin

- The Parent assumes the following as their financial responsibility to the Planter:

- Primary financial responsibility for the Plant will be in the hands of _____

- The Plant will / will not (choose one) maintain a separate checking account. Details :

- The offerings and receipts taken at the Plant will be handled in this manner:

- Deposits will be made: _____

- The manner of payment of bills and accounts of the Plant will be handled in this way:

- The Plant will/will not (choose one) be covered by the Parent Church insurances. If not covered by the Parent Church policies, insurance coverages will be provided for by:

- The name of the Plant will be _____
- If there is an intent to “brand” the Plant, please detail the process as much as possible:

Governance

- The Planter will be selected by and accountable to: _____
- The Legal Board of the PAC will be: _____
- There will/will not (choose one) be an Advisory Board for the Plant
- The membership of the PAC will:
(choose one) _____ Be kept separately from the Parent OR _____ Be part of the Parent church membership
- Membership will be approved by the following process:

Ministry

- The Main Service preaching at the Plant will be _____
- If applicable, the Plant church office will be staffed:

- The initial schedule of services at the Plant site will be:

- Oversight of Plant Ministries (for example, Youth Ministries) shall be in the following manner:

- Please describe the relationship of the Parent church Lead Pastor to the membership and adherents of the Plant:

The Responsibilities of the Parent Church

- The Lead Pastor of the Parent Church shall meet with the Planter for mentoring and support on a _____ basis (suggested is weekly)
- The Parent Church makes this commitment to the care and support of the Planter:

- The Parent Church will provide the Plant with the following:

NTD AG PARENT AFFILIATION for GENERAL COUNCIL AFFILIATION WORKSHEET

A Checklist for the creation of a

Memorandum of Understanding between NTD AG, a Parent Church and a church to be Parented

It must be fully understood that the North Texas District of the Assemblies of God (NTD AG) is, in cooperation with the potential PAC (Parent Affiliated Church), handing control of an Assemblies of God church to the Parent Church and as such all parties must give due consideration to the history, ministry and membership of the PAC as it exists today. Further, it is understood that the PAC will be a campus under the legal and organizational umbrella of the Parent Church.

The Basic Presumption

While all parties understand that this is a beginning document, and that situations are subject to change beyond our control it is the Basic Presumption of the PAC, the Parent and NTD AG that the ultimate goal of this relationship is that the PAC will become a General Council Church when possible

It is mutually understood that any Parent Affiliated Church may request a change of status to District or General Affiliates status at it's initiative and timing

This agreement will be reviewed on _____ (insert date) by representatives of; NTD AG, the Parent Church and the PAC. The criteria for evaluation will include, but not be limited to:

Legal and Financial

- Deeds and titles to Real Property owned by the potential PAC will be in the name(s) of:
(check all that apply) ____ The PAC ____ The Parent ____ NTD AG
- The PAC will operate under the bylaws of the Parent Church beginning on _____
- The responsibility for reviewing the financials of the PAC shall rest with:
(check all that apply) ____ The PAC ____ The Parent ____ NTD AG
- The PAC's corporation (if applicable) will be kept current with the State of California. The President of the Corporation will be _____
The Board of the Corporation shall be _____
_____ will file restated Articles of Incorporation with the Secretary of State's office in Austin
- As a current District Affiliated Church, the PAC asks the NTD AG Superintendent for the following action (ex. Appointment of Pastor or Board members):

- The Parent will assume the following from the PAC:
 - _____ Missions commitments (please list)
 - _____ Mortgages
 - _____ Debts (please list all major indebtedness)
 - _____ Other Liabilities (please list)
- The Parent assumes the following as their financial responsibility to the Site/Campus Pastor: _____
- Financial accounting by the PAC will terminate on _____ (date) with responsibility for accounting to be assumed by the parent on that date
- Financial responsibility for the PAC will be in the hands of _____
- The PAC will / will not (choose one) maintain a separate checking account. Details : _____
- The offerings and receipts taken at the PAC will be handled in this manner: _____
- Deposits will be made: _____
- The manner of payment of bills and accounts of the PAC will be handled in this way: _____
- The PAC has _____ insurance. Coverage will be transferred to the insurance of the Parent in the following process: _____
- Should NTD AG or the PAC decide to terminate this agreement OR to sell real property belonging to the PAC without the agreement of the Parent Church, the financial responsibility owing to the Parent shall be: _____

Governance

- The Site/Campus Pastor will be selected by _____
- The existing Board of the PAC will _____
- The membership of the PAC will remain separate from the Parent
- Future membership will be approved by the following process: _____

Ministry through the Transition to General Council Affiliation

The Main Service preaching at the PAC will be _____
If applicable, the PAC church office will be staffed:

The schedule of services at the PAC site will be:

The following ministries will continue at the PAC Site:

Please describe the transition, if any in the ministries from the current orientation to the new:

Oversight of PAC ministries shall be in the following manner:

Please describe the relationship of the Parent church Lead Pastor to the membership and adherents of the PAC:

 If necessary and applicable, the Parent church will cause the following renovation and/or repair to the building and grounds of the PAC site:

The Responsibilities of the Parent Church

- The Lead Pastor of the Parent Church shall meet with the Site/Campus Pastor for mentoring and support on a _____ basis (suggested is weekly)

The Parent Church makes this commitment to the care and support of the Site/Campus Pastor:

The Parent Church will be providing to the PAC:

Mile Markers on the road to General Council Status

- Leadership:

- Governance:

- Financial:

- Numbers:

- Facilities:

MEMORANDUM OF UNDERSTANDING

BETWEEN

First Assembly and

New City Church

Somewhere, Texas

I. PURPOSE

This Memorandum of Understanding (MOU) provides a frame of reference within which First Assembly (FA) represented by Pastor John Doe and New City Church (NCC) represented by Pastor Fred Jones, seek to cooperate to enhance and accelerate their respective missions.

II. MISSION

First Assembly

First Assembly has been serving the spiritual needs of our community for over 50 years. Our philosophy of ministry hinges directly on the Great Commandment and Great Commission of Christ. "Love the Lord your God with all your heart and with all your soul and with all your mind and with all your strength [and] love your neighbor as yourself. There is no commandment greater than these." (Mark 12:30-31, NIV) He said to them, "Go into all the world and preach the good news to all creation." (Mark 16:15, NIV) Simply put, we are committed to:

LOVE the Lord (worship and discipleship)

SERVE His People (connect and serve)

SHARE (evangelism and missions)

Three steps every Christ-follower at FA needs to take:

- 1) **GROW**- attend one weekly worship service
- 2) **KNOW**- join a connect group
- 3) **GO**- use your gifts to serve God and others

New City Church

NCC is a missional community of disciples now forming in Somewhere, Texas.

III. Description of Partnership

FA and NCC have worked together to create this memorandum describing the terms of their mutual collaboration to begin a new church for the residents in the downtown community of Somewhere, Texas.

A. Origin of the coordinated effort

1. In 2007, Pastor Fred Jones and his wife Jane responded to a call of God to become directly involved in church planting. They sensed a specific calling toward Somewhere, Texas and prayerfully accepted the invitation of Jimmy Adams, founding pastor of Grace Church in Somewhere, Texas to join with him in his church planting efforts. They made a commitment of one year to Jimmy and Grace Church.
2. In July of 2009, they were released from their commitment and began actively working toward planting a church in the Downtown community of Center City Somewhere. In his efforts to ensure that he was maximizing his knowledge of leadership and church management, Fred sought out a mentoring relationship with Pastor John Doe of Somewhere First Assembly.
3. As the relationship has developed, Pastor Doe has concluded that Fred Jones is a good candidate to provide leadership for a Parent Affiliated Church connected to Somewhere First Assembly.
4. In discussions with Steve Pike, Director of the AG Church Multiplication Network, it was determined that a structured conversation to make clear the assumptions and expectations of both leaders would be a valuable addition to their partnership.
5. This document is the product of that conversation.

B. Primary outcomes of the meeting. The following categories were explored in a meeting facilitated by Presbyterian Mark Smith of the North Somewhere Section. FA and NCC have agreed on the following assumptions and expectations.

1. Assumptions and expectations regarding ministry style.
 - a. FA places no restrictions or specific expectations on NCC regarding worship style and ministry methodology.
 - b. As long as NCC is focused on making disciples, they are free to worship and minister using the styles and methods they deem to be most effective for the making disciples in their ministry context.

2. Assumptions and expectations regarding finances and financial management.

- a. FA will guarantee up to \$30,000 needed to qualify for the AG Perpetual Matching Fund amount of \$30,000. NCC is expected to raise as much of the \$30,000 as possible from sources other than FA.
- b. Monies given from FA toward fulfilling this guarantee will be considered a gift and no pay back will be expected. The gift will be up to \$30,000 in the first year (2010).
- c. Any additional finances invested by FA into NCC for capital expenses will be tracked by FA and may be required to be repaid by NCC (if not designated as a gift), should NCC desire to discontinue the Parent Affiliated relationship with FA.
- d. NCC may present opportunities for investment to FA (such as purchasing property) etc., for their consideration. Should FA decide to purchase property on behalf of NCC it will be wholly owned by FA (if not designated as a gift). In the event that the Parent Affiliated relationship with NCC is discontinued, NCC may be required to purchase the property owned by FA at a fair market value.
- e. All income received by NCC will flow through the FA accounting system. FA will provide all accounting services for NCC. NCC will not have its own separate bank account.
- f. FA will also provide printing services on an at-cost basis.
- g. Additionally, FA will allow NCC to utilize their office staff and support services.
- h. The NCC annual operating budget will be set up in cooperation with FA and must be approved by the FA board. NCC will manage the budget in a manner similar to any other ministry of FA.
- i. The finance team at FA will track the budget numbers and NCC will receive a monthly report and be held accountable for proper budget management.
- j. NCC will be responsible for working with the FA accounting team regarding the correct procedures for handling tithes and offerings.
- k. Personal gifts received directly from individuals by the NCC lead pastor or staff will be handled according to policies of FA.
- l. FA staff is available to NCC to help regarding equipment and financial decisions whenever requested. NCC may choose to benefit from the purchasing power and scale of FA, but is not required to make all purchases through the FA staff.

- m. The budget will be managed according to FA policies.
 - n. All equipment and assets are the property of FA (if not designated as a gift.)
3. Assumptions and expectations regarding governance.
- a. The lead pastor of NCC will be managed in the same way as a staff pastor of FA. Pastor John Doe will provide mentoring, counsel and advice as requested and contingent on his availability.
 - b. The main period of mentoring will be in 2010 and be evaluated at the annual revue.
 - c. NCC is welcome to stay connected with FA as long as they believe it is beneficial to them.
 - d. This relationship will be reviewed annually and the NCC leadership will take the initiative to set up the annual review.
 - e. NCC lead pastor is invited to the once a month FA staff meeting, but he is not required to attend.
 - f. FA intends to have the following categories of PAC's.
 - 1. FA Satellite Campuses- never intend to go sovereign (but may)
 - 2. FA Satellite Churches- might go sovereign
 - 3. FA- Network Churches- already established AG churches that come under the wing of FA.
 - g. NCC will be considered a FA Satellite Church for governance purposes, but will be known publicly as one of the FA locations.
 - h. NCC staff and family members may join FA health insurance plan if it is advantageous for them. NCC will be responsible for the payment of insurance premiums.
 - i. General liability insurance will be covered under the insurance umbrella of FA.
 - j. FA will determine all salaries and all staffing decisions.
 - k. NCC will not need a constitution and bylaws for the first year. NCC's constitution and bylaws will be FA's. The need for a separate constitution and bylaws will be considered at the year end review.
 - l. NCC may consider starting other churches with permission and consultation with FA leadership.
 - m. In the event that the NCC lead pastor is no longer able to lead, FA will meet with NCC and determine whether NCC should continue to exist as a PAC of FA.
 - n. In the event of a senior leadership transition at FA, NCC may exercise it's prerogative to discontinue the relationship, provided all financial obligations are settled.

4. Assumptions and expectations regarding ethics.
 - a. NCC has complete freedom to invite people from FA to join the mission of NCC.
 - b. NCC will be known to the FA community as a campus of FA.
 - c. NCC will communicate with FA when known FA member begins attending NCC.

5. Assumptions and expectations regarding metrics-
 - a. No specific metrics will be expected.
 - b. FA does expect NCC to demonstrate intentional missional activity resulting in a healthy community of disciples.

IV. SUMMARY

NCC will be a Parent Affiliated satellite church under the legal and organizational umbrella of FA. The agreement between FA and NCC may be summarized as such: as long as FA is happy and NCC is happy, they will work together. When either is dissatisfied with the relationship, they will amicably go their separate ways. The relationship between FA and NCC will be reviewed annually based on the assumptions and expectations described in this memorandum.

V. EFFECTIVE DATE

This memorandum becomes effective on the date it is signed by Pastor John Doe and Pastor Fred Jones

John Doe
 Lead Pastor
 First Assembly

Fred Jones
 Lead Pastor
 New City Church

Date _____
 rross@FAhere.com

Date _____
 Fred@newcitychurch.net