

Pre-Launch Strategies and Benchmarks for Launching a New United Methodist Church
Center for Congregational Excellence, Missouri Annual Conference of the United Methodist Church

PART 1 — TO BE COMPLETED BY THE PLANTING PASTOR

Timeline: This form is to be completed by the Planting Pastor after she/he has attended “Basic Training” (aka “Boot Camp”) but prior to the Pre-appointment Strategy Meeting in late May. Therefore, unless otherwise specified, this form will be due to the Center for Congregational Excellence no later than May 31. Where narrative answers are requested, please feel free to use additional pages as needed.

Planting Pastor: _____ Site began: _____ Date of boot camp: _____

Geographic Description of Area to be Planted _____

Municipality of Church to be Planted _____ Today’s Date: _____

I. LAUNCH INITIATIVE/MISSION FIELD INFORMATION

A. Launch Initiative(s)

Please check **all** Launch Initiative(s) that apply:

1. ____ “Mother-Daughter” Launch 2. ____ “Parachute Drop” Launch
3. ____ Reclaim Discontinued Church Facility 4. ____ Extension Campus
5. ____ other (a “hybrid” of the above-listed initiatives — describe _____)

Launch team meeting date: _____ How many members? _____

In Small group: _____ # of leaders: _____

Outwardly focused events: (target events, date, income etc.)

I anticipate that this new church will launch weekly worship with _____ adults and _____ children.

I anticipate that this new church will average _____ adults and _____ children one year post-launch.

I anticipate that this new church will have an average worship attendance of _____ within three years.

Do you believe that this new church will be financially self-supporting within 3 to 5 years? ____ Yes ____ No

B. Targeted Population Data

1. Based on what you have discovered thus far, describe briefly the community in which the congregation will be launched and the mission field into which the new church will be planted (such as people, environment, economy, etc.)
2. To get registered to look up demographic data on Missioninsite for the primary mission field zip code(s) contact Tammy Calcote, Executive Assistant, Center of Congregational Excellence, email tcacote@moumethodist.org with request for username and password. You will then be able to pull reports.
3. How much has the community grown in the last year? _____
4. What is the predominant age of the population in the area? _____
5. What is the predominant economic class in the area? _____
6. What is the predominant ethnic group in the area? _____
7. What United Methodist congregations and churches of other denominations are in the mission field?

8. Given the above considerations, describe in detail the piece(s) of the “mission field” that you envision targeting through the creation of this new congregation. Create a profile (such as a “Saddleback Sam” or an “Unchurched Harry and Mary”) that represents the persons you believe God is calling this new church to reach.
9. Describe the plan for your first sixty days as a means of ascertaining the needs of the people living in the mission field and your plan for connecting with them.

I. MINISTRY FUNDING AND STEWARDSHIP

A. Summary of Anticipated Ministry EXPENSES (Not Including Pastoral Compensation)

1. Projected cost of the worship site? _____ rent? _____ lease? Terms: _____
\$ _____
2. Cost of sound, keyboard, projector, etc. for worship? \$ _____
3. Cost of office equipment, marketing/promotions and other start-up costs? \$ _____
4. Compensation for any staff (please provide details) \$ _____
5. Total Estimated Expenses for first 12 months? \$ _____
6. Are you committed to tithing? Are you committed to conveying tithing as an expectation for your Launch Team? ___ Yes ___ No

B. Summary of Anticipated INCOME

1. What level of financial support do you anticipate receiving from the following funding sources during the first twelve months? (Give projected amounts)

CONFERENCE FUNDING:

1st year Date: _____ \$ _____
 2nd year Date: _____ \$ _____
 3rd year Date: _____ \$ _____

DISTRICT FUNDING:

1st year Date: _____ \$ _____
 2nd year Date: _____ \$ _____
 3rd year Date: _____ \$ _____

LOCAL CHURCH FUNDING: (if applicable)

1st year Date: _____ \$ _____
 2nd year Date: _____ \$ _____
 3rd year Date: _____ \$ _____

OTHER FUNDING: _____

Commitments:

Planting Pastor \$ _____
 Launch Team \$ _____

Anticipated amount of offerings:

1st Quarter \$ _____
 6 Months \$ _____
 1st Year \$ _____

- a. Contributions from the active participants of the new congregation? \$ _____
- b. Pledged support from pastors family, friends, supporters? \$ _____
- c. Pledged support from “mother” or partner church (if applicable)? \$ _____

TOTAL anticipated cash income for first 12 months \$ _____

III. MINISTRY FUNDING AND STEWARDSHIP

What is the effective date of your appointment? _____

What date is projected for the launch of the weekly worship ministry? _____

Do you understand that continued funding is tied to the church’s ability to “bear fruit” in the mission field through reaching the above goals? ___ Yes ___ No Do you understand the importance of living in the mission field and are you committed to moving there immediately? ___ Yes ___ No

Are you committed to calling your coach once a month? ___ Yes ___ No Are you committed to a quarterly review? ___ Yes ___ No

NOTE: Email attendance and progress once a month to the Director of Congregational Excellence bfarr@moumethodist.org

Milestone Event/Ministry	Projected Implementation Date	Number of adults present	Explanatory Comments
First Launch Team Meeting			
Prospective Name List	Monthly #	Quarterly #	
Final "Taste and See" Event			
Final "Taste and See" Event			
Relational Groups Formed (Task and Small Groups) Prior to Preview Season		(number of RG's)	(List Groups Here)
First "Preview" Service			
Final "Preview Service"			
Relational Groups Formed Prior to Launch		(number of RG's)	(List Groups Here)
Launch Day			
Average Attendance of the four Sundays following Launch Day			
Average Attendance Six Months after Launch			
Average Attendance One Year After Launch			

PART 2 — to be completed by the Director of Congregational Excellence in Consultation with the District Superintendent

Funding Source	2010	2011	2012	2013
Annual Conference				
District				
Other				

2. Schedule for pastor's housing? _____ Parsonage? _____ allowance? \$ _____
3. Pastor's total compensation package for one year? \$ _____
 - a. Salary \$ _____
 - b. Utilities, Travel, Education \$ _____

c. Insurance \$ _____
d. Other \$ _____

4. Will the Annual Conference be assisting in the purchase of property? ____ Yes ____ No
5. If so, what will the nature of the land funding be? _____
6. What benchmarks must be met for funding to be continued eighteen months past appointment date?

Timeline: This portion of the form is to be completed in preparation for the Pre-Appointment Strategy Meeting in late May — by May 31st or as otherwise requested.

1. Scheduled funding for the coming years for this project. Please note amount and source:

REQUIREMENTS:

1. Must be in contact with your coach at least once a month.
2. Must attend the following:
 - a. Congregational Development Team Meeting
 - b. Planter Network Meeting at AC
 - c. Yearly training for new church planters
3. Be prepared for reporting/accountability.
4. You must keep your District Superintendent in the loop.

I agree to conform to the above requirements and understand that funding is contingent on meeting these requirements and benchmarks set forth.

Note: Benchmarks may be adjusted by Congregational Excellence.

PART 3 — Signatures to be Secured at the Conclusion of the Pre-Appointment Strategy Meeting

Signed _____

Date _____

Planting Pastor that has been Named to Start the New Church

Signed _____

Date _____

Senior Pastor of Sponsoring Church (where a Mother Church is involved in the planting of the congregation)

Signed _____

Date _____

Lay Leader or Lay Representative of the Sponsoring Church (where a Mother Church is involved)

Signed _____

Date _____

District Superintendent

Signed _____

Date _____

Director of Congregational Excellence

Next review meeting is scheduled as follows:

Date: _____ Time: _____ Place: _____

Center for Congregational Excellence Missouri Conference of the United Methodist Church, 3601 Amron Court, Columbia, MO 65202
Questions? Contact Bob Farr or Tammy Calcote, Center for Congregational Excellence 877-736-1806