

## Coquitlam Christ Church of China - Missions Department

### Short Term Mission subsidy guidelines

#### (A) Missions Trips - purpose

- To encourage CCCC members to actively involve in missions trips yet prudent in their selection of the mission fields
- To ensure that the participants can carry out effective ministries and help the church(es) in the missions field to develop certain ministries
- The participants are blessed through the missions involvement
- Local churches are motivated through the sharing of participants
- Short term mission experience leads CCCC church members to become long term missionaries

#### (B) Qualifications of applicants

1. Must be a baptized member of CCCC.
2. Active in a ministry in CCCC.
3. Active in sharing and witnessing the gospel.
4. A faithful giver.
5. Actively involved in personal sharing of the gospel in the mission trip through:
  - Direct personal evangelizing
  - Mercy ministry
  - Medical ministry
  - Missionary support
6. Have some training on personal evangelism.
7. Have pastoral reference

#### (C) Procedure to apply for short term missions subsidy

- Applicants wanting to join short-term mission trips are required to submit an application form to the Missions Department well in advance of the trip; regardless if church subsidy is required or not. **Deadline to submit application for subsidy is June 30.** Pastors and missions coordinator will conduct interview with applicants. Parents must sign the Release Form for applicants under 19 years of age.
- The applications are evaluated and approved by the Missions Department
- Pastoral reference must accompany application
- Upon return from the trip, participants are required to make a post trip sharing

#### (D) Financial Support

1. CCCC will only fund approved mission trips, not individual side trips. Every approved short-  
termer going abroad will receive from the church financial support in the amount of:

A. - Up to 1/4 of the approved total amount from the Missions budget

The following items can be reimbursed by showing the official receipts:

- Air Ticket Cost
- Car Rental & Gasoline Cost
- Hotel / Inn Cost
- Medical / Travel Insurance
- Registration Fee required for going mission organization

B. - up to 1/4 of the approved total amount will be raised from the congregation.

**PLEASE NOTE THAT THE ACTUAL AMOUNT OF SUPPORT GRANTED IN ‘A’ and ‘B’ DEPEND ON THE TOTAL AMOUNT BUDGETED FOR AND MISSIONS OFFERING RECEIVED IN THE CURRENT YEAR, THE AMOUNT RAISED FROM THE CONGREGATION AND THE TOTAL AMOUNT OF SUPPORT REQUESTED BY ALL THE APPROVED APPLICANTS. WE STRONGLY ENCOURAGE APPLICANTS TO TRY AND RAISE AS MUCH SUPPORT THEMSELVES AS POSSIBLE.**

2. CCCC will only provide funding for a maximum of 4 weeks on a church approved mission trip. Any mission trip over 4 weeks in duration will be reviewed on an individual basis.
3. Mission fundraising by fellowship should be acknowledged by the Missions Department.
4. No subsidy from church will be granted for “Vision Trip” or “Discovery Trip”.

#### **(D-1) Financial subsidy for Pastoral Staff**

1. For **pastors** leading a short term mission trip with participants from the congregation, it is considered working remotely and therefore all travel and related expenses will be paid by mission fund.
2. For **pastors** going on a short term mission trip without participants from the congregation, it will be dealt with on an individual basis.

#### **(E) Commissioning and Evaluation**

- Before departure, there will be commissioning and prayer for the short-termers, to which parents are invited.
- Upon return from the trip, participants are required to make a post trip sharing.