

## OUR SHORT-TERM PARTNERSHIP

***The Responsibility of the Church: It is the desire of Palmcroft Baptist Church that your short-term mission trip would glorify the Lord Jesus Christ, assist in the establishment of His Kingdom, and to grow you into a greater understanding of Our Missionary God.***

1. Prayer: While you prepare, go and return, we as a church will be praying for you.
2. Preparation: We will help you to attain any preparation necessary for you to maximize the impact of the trip for the Lord and for you.
  - If you are part of a large team from the church or with a sponsoring organization, the team leader and/or MISSIONS' DIRECTOR will handle the preparation.
  - If you are going as part of a smaller group, or on your own, the MISSIONS' DIRECTOR will help prepare you for your trip. This will include Bible study and an introduction to cross cultural ministry.
3. Financial Support:
  - IRS regulations state that the church may collect money only for ministry related mission trips. No portion of Palmcroft support may be used for sight-seeing or non-ministry related travel. Funds for sight-seeing or non-ministry travel cannot be raised through the church. These guidelines also state that funds are to be designated for the trip and not for the individual.
  - If you are member or demonstrate involvement in the ministries of the church, you will need to make an application for support at least 12 weeks prior to the start date of the trip. You may get an application from the MISSIONS' DIRECTOR. The application includes the dates of the trip, the sponsoring organization, and the needed funds. (This application is in addition to the application you make to the mission organization sponsoring your trip.) The MISSION TEAM will make a recommendation on your support, which will then be acted on by the Board of Deacons.
  - The church may contribute to your fund if you meet the established requirements for your trip.
  - The church may also set up an account for receiving funds for your trip. This account is to receive funds for the trip only and is not to be used for personal expenses unrelated to the trip. The fund will be closed upon completion of your trip. Any unused funds will go to the mission fund of the church. In the case of under support, the church will deal with each instance on an individual basis. Therefore, it is important that you are as accurate as possible in stating the cost of your trip.
  - The approval of an account for your trip also means that you may approach church members to solicit funds. This is to be done via letter. You may ask the MISSIONS' DIRECTOR for help in writing this letter. A copy of your letter needs to be submitted to the MISSIONS OFFICE.
4. Upon your return: The MISSIONS' DIRECTOR will meet with you after your return to discuss the details of your trip. It is *strongly* suggested that you begin journaling now and continue until you return and meet with the director.

***Your Responsibility to the Church: To glorify the Lord Jesus by serving in short-term missions, to assist in the establishment of His Kingdom locally and globally, and to grow in a greater understanding of our Missionary God. This is to be done with an attitude of servanthood and gratitude.***

1. Meet the established requirements for short-term missionaries. This includes regular involvement in the local ministry of this church and a growing Christian testimony.
2. Apply for recognition by the church as a short-term missionary. You are required to obtain the application and to be accurate in supplying the needed information.
3. An appropriate portion of the expenses is expected to be personally assumed by you, in addition and including any needed application fees, shots, medical exams, passports and visas, personal travel before, during or after the trip. Any expenses for personal travel should not be included in the amount given on the application. IRS regulations do not allow us to collect any funds for personal travel related to a mission trip.
4. Solicit prayers and funds from church members in a gracious manner as outlined under "Financial Support" in "The Responsibility of the Church."
5. Attend all training, preparation sessions as determined by the MISSIONS' DIRECTOR for your trip.
6. Establish a journal of your experience from beginning to the end of the process. This includes your return to the church and a debriefing session with the MISSION DIRECTOR. A copy of the journal/log must be given to the church as stipulated by IRS regulations.
7. While you are gone, you are to update the church on your trip as often as possible. This way we will be able to effectively pray.
8. You are responsible to set-up a debriefing session with the MISSIONS' DIRECTOR on your return. You may also be asked to give a report to the MISSION TEAM and/or to the whole church.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_