

**NEW CHURCH DEVELOPMENT
And Year-end Statistical Reports**

	Church / Congregation / Community of Faith	Instructions for Year-end Statistical Report
1.	Chartered UMC – A chartered church must have a minimum of 225 adult members and be financially self-sufficient for 12 months before charter.	<ul style="list-style-type: none"> ◦ Chartered churches pay apportionments. ◦ All chartered churches must complete a year-end statistical report. ◦ No special instructions for chartered churches that have no associated mission church or congregation, daughter church or satellite campus. ◦ For chartered churches that sponsor a mission, daughter, multi-site / satellite campus, ministry within a church (under the auspices of NCD) see # 3, 4, 5, and 6 below.
2.	Unchartered Church with GCFA number – This is a community of faith that has received its own GCFA number. This new church start model is usually sponsored by the district committee on new church development. The district and conference are the supporting bodies	<ul style="list-style-type: none"> ◦ Unchartered churches do not pay apportionments. ◦ Unchartered churches should complete a year-end statistical report.
3.	Mission – Missions are part-time communities of faith that are not expected to reach chartered status. Missions can be stand-alone or can be supported by a larger church. They may be launched in sparsely populated areas needing a faith community and/or in an area whose population does not have the economic means of supporting a self-sufficient congregation within 3-5 years. Missions can also be former chartered churches that have been down-sized to a mission.	<ul style="list-style-type: none"> ◦ Missions do not pay apportionments. ◦ Stand-alone missions that are not supported by a larger church should complete a year-end statistical report. These membership figures will be reported as “district at large” members. ◦ Membership figures for missions supported by a larger church are reported under the sponsoring church. ◦ Expenses for missions supported by a larger church are reported under Line #37 of the sponsoring church while the sponsoring church is receiving New Church Development funds, so the sponsoring church’s investment in future ministry is recognized.
4.	Mother / Daughter - The mother/daughter model is envisioned for use where an established church wishes to start a new congregation using its staff and members. The daughter congregation will be started with the intent of chartering when it becomes financially and programmatically independent.	<ul style="list-style-type: none"> ◦ The daughter church does not pay apportionments. ◦ Membership figures for the daughter church are reported under the mother church. ◦ Expenses for the Daughter Church are reported on Line #37 of the mother church while the mother church is receiving New Church Development funds. This is done so that the mother church’s investment in future ministry is recognized.
5.	Multi-Site / Satellite Campus Church - The multi-site (satellite) model is envisioned for use where an established church wishes to sponsor a satellite congregation using its staff and members. The multi-site may or may not result in the chartering of a separate church.	<ul style="list-style-type: none"> ◦ The Satellite Campus does not pay apportionments. ◦ Membership figures of the Satellite Campus are reported under the host church. ◦ Expenses for the Satellite Campus are reported under Line #37 of the host church while the host church is receiving New Church Development funds. This is done so that the host church’s investment in future ministry is recognized.
6.	Ministry within a Church - Ministries within a Church are communities of faith, with an appointed pastor, within a larger chartered church.	<ul style="list-style-type: none"> ◦ A Ministry within a Church does not pay apportionments. ◦ Membership figures for the Ministry within a Church are reported under the host church. ◦ Expenses for the Ministry within a Church are reported under Line #37 of the host church while the host church is receiving New Church Development funds, so the host church’s investment in future ministry is recognized.
7.	District Office	<ul style="list-style-type: none"> ◦ Districts should complete a year-end report for all churches or missions that closed within the previous calendar year.