

Florida Conference of The United Methodist Church

GUIDELINES

Conference Advance Specials must be United Methodist or a partner with the United Methodist Church and be in agreement with the following tenants of the United Methodist Church:

- a) Develop principled Christian leaders for the church and the world
- b) Create new places for new people and renew existing congregations
- c) Engage in ministry with the poor
- d) Stamp out killer diseases of poverty by improving health globally

1. Conference Advance Specials, by Discipline, are projects located within the bounds of the Annual Conference or Episcopal Area and must have a regional, national or global appeal. (Ministry may be done beyond the bounds of the conference, but the project's fiscal agency must reside within these bounds).

2. Programs and projects endorsed as Conference Advance Specials must be in accord with the highest priorities of the annual conference in mission ministries, consistent with the Advance.

3. Conference Advance Specials must have a statewide focus reaching across the state of Florida. Agencies and Ministries that have a local ministry can apply for District Advance Special status.

4. Agencies are asked to set fiscal goals. It is not budgeted by the conference. The amount raised depends on "second mile" giving by churches or individuals. Conference Advance Specials are not part of *Apportionments or the Conference Budget*.

5. Having Annual Conference Advance Special status permits an Agency or Ministry to solicit donations from all churches in the Conference. These Ministries will be highlighted and promoted by the Global Mission and Justice Team. Without Conference Advance Special status, this type of fund raising is not allowed. Approval of Conference Advance Specials occurs every year at the Annual Conference event.

6. Agencies/Ministries need to recognize that Conference Advance Special donations are raised only through the efforts and hard work of each Agency/Ministry. Agency/Ministry will receive support to promote its programs in order to obtain financial support from the churches.

7. Conference Advance Special status is approved by the Annual Conference at the recommendation of the Global Mission and Justice Committee. Agencies/Ministries must apply for Conference Advance Special status by completing the Application Form attached.

8. All ministries/agencies must have their own 501(c)3 status.

9. Approval will be to the end of the 2 years. The Conference Global Mission and Justice Committee reserves the right to remove an Agency/Ministry that is not supported by churches.

10. Applications for Conference Advance Specials will be throughout the year. Applications are to be sent to Icel Rodriguez, Director of Global Missions, 1541 Woodgate Way, Tallahassee, FL 32308.

APPLICATION FORM

Please include a project brochure, photos, DVD's and other materials that are pertinent to this application that can be used to promote this ministry.

Date: _____

A. Project/Program Information

1. Name of Project/Program _____

Address _____

Email: _____ Phone: _____

Website: _____

2. Director's Name: _____

Email: _____ Phone: _____

Address (if different): _____

3. Place(s) program is administered or carried on: _____

4. Briefly describe the specific human needs that are satisfied by that part of the project/program for which Advance Mission Special status is requested. What are the goals?

Florida Conference of The United Methodist Church

5. How is the Christian Faith being offered and lived with the people served in this project.

6. Administrative Staff and number: _____ Paid: _____ Volunteer: _____

7. Is there a Board of Directors? Yes _____ No _____ If yes, how are members chosen and is there a term limit?

8. If this is an ecumenical project list names and addresses of United Methodists on the Board of Directors. Attach a list as needed.

9. Is the Board of Directors ethnically inclusive? Yes _____ No _____

10. How many years has this program/project been in existence? _____

11. What new programs have been initiated in the last year?

Conference Advance Special Florida Conference of The United Methodist Church

12. Goal for Advance Special giving for the coming year: \$ _____
13. On a separate sheet please list funding sources and amounts, and expenditures for the last fiscal year.
14. What is the current budget of this ministry? _____
15. Please submit the end of year financial report for the previous year.
16. Explain how the ministry is sustainable in the present and into the future.

B. TO BE COMPLETED BY THE FLORIDA CONFERENCE GLOBAL MISSION & JUSTICE COMMITTEE

1. Does the project/program meet all the Conference Advance Special Guidelines and the requirements for mission established by the Conference Council on Ministries? Yes _____ No _____
2. Global Mission & Justice Committee review date

Name of GM&J Committee Chairperson

Signature

Send application to:

Icel Rodriguez, Director of Global Misions, 1541 Woodgate Way, Tallahassee, FL 32308