



## DISCIPLESHIP PLANNING AND FUNDING PROCESS| Superintendents

Superintendents are expected to review Discipleship Plans from the pastors in their district and to administer the distribution of allocated evangelism funds. Here are some simple steps to help you do this well:

### Encourage pastors.

- Since the church board is responsible to develop and maintain a church's Discipleship Plan (see *SDA Church Manual*, 2012 ed. p. 137), remind your pastoral colleagues that planning the coming year's evangelism strategy is not to be done by the pastor alone.
- At your regular district meetings—and particularly those in the closing months of the year—encourage the pastors in your district to make evangelism planning a consistent and prominent feature on their board agendas ahead of the December 1 deadline.

### Receive Discipleship Plans.

- **The deadline for pastors to submit church Discipleship Plans is December 1.**
- Pastors should submit Discipleship Plans only to you, not to the conference office.
- Discipleship Plans are required of all churches regardless of funds requested.
- Discipleship Plans submitted after December 1 may be reviewed and processed as you deem appropriate.

### Review Discipleship Plans.

- Set aside time in December and/or early January to review each church's Discipleship Plan. Make sure all phases of evangelistic labor are well represented and that the corresponding estimates of expenses are reasonable.
- If you have questions about a church's Discipleship Plan, please contact the pastor for clarification during this time.
- Complete your review of all submitted Discipleship Plans in time to discuss evangelism fund distribution at your first district meeting of the new year.

### Determine distribution of evangelism funds.

- At the first district meeting of the new year (usually in January), discuss how to best distribute your district evangelism funds.
- It is possible that the total amount of requested evangelism funds may exceed your district's allotment, that some churches may need more financial help than others, or that pastors may wish to withhold a portion of the district funds for a larger evangelistic effort the following year. Given all the potential variables, we highly recommend prayerfully discussing these considerations with the pastoral colleagues in your district and mutually agreeing upon the best allocation of your district's evangelism funds. Please avoid simply assigning each church a standardized amount regardless of varying circumstances.

### Approve and Submit Discipleship Plans.

- At the bottom of each church's Discipleship Plan form, fill in the amount of district evangelism funds the church will receive (even if that amount is \$0) and approve by signing your name.
- **Submit all approved Discipleship Plans to [agayle@misda.org](mailto:agayle@misda.org) on or before March 1.**
- Approved evangelism funds will be processed through the Treasury department in short order, with checks likely mailed to churches by March 31.
- Any Discipleship Plans submitted after this schedule will not receive evangelism funds.