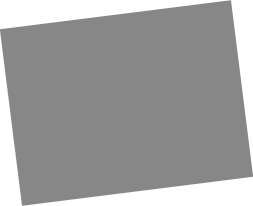
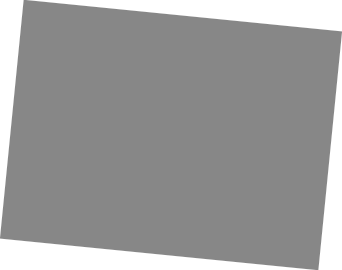
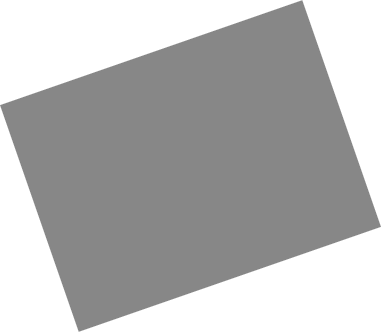
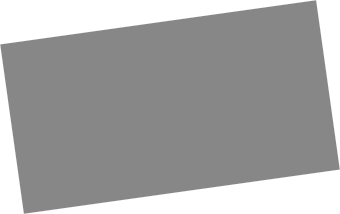
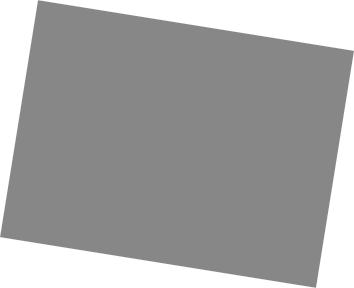
**WA Conference of the Seventh-day Adventist Church**



**CHURCH PLANTING FRAMEWORK DOCUMENT**

Imagine your neighbourhood or workplace being transformed through the power and presence of Jesus. Imagine your school or university becoming passionate about the Kingdom of God. This is not just a dream -- it can become a reality as you join the Adventist church planting movement across Western Australia.

**TABLE OF CONTENTS**

***This document is intended to provide an overview for church planters who wish to start missional groups in association with the Seventh-day Adventist Church WA Conference.***

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*“****Look at the nations and watch - and be utterly amazed****.* ***For I am going to do something in your days that you would not believe, even if you were told.****”*

*(Habakkuk 1:5, NIV)*

**WA CONFERENCE BACKGROUND INFORMATION**

**ABOUT US**



**The mission of the world-wide Seventh-day Adventist Church** is to proclaim to all people the everlasting gospel in the context of the Three Angels' messages of Revelation

14:6-12, leading them to accept Jesus as their personal Saviour and to unite with His church, and nurturing them in preparation for His soon return1.

**The WA Conference of the Seventh-day Adventist Church (“The Conference”)** exists to facilitate effective leadership, provide administration support and deliver quality resources and services to enhance the ministry of our churches and institutions in proclaiming the everlasting gospel2.

**2020 Vision of the WA Conference** *3*

We see as God’s preferred future for our Conference, a renewed Adventist movement; where each person connected plays a significant part and communities are transformed.

We believe God is leading us to have 200 churches, 2000 groups and 20,000 Seventh-day Adventist disciples of Jesus by the year 2020.

***“God is moving and Jesus has made it possible for you and me to be the instruments of that moving - if we're watching for it, if we are***

***willing, and if we make ourselves available. The choice is ours”4.***

**Strategic Focus and Purpose of Church Planting**

The Conference has a strategic focus to build God’s kingdom by planting and networking missional

church groups throughout Western Australia – focusing on:

- Children,

- Anglo Australians in the 15 – 45 age groups,

- Newly arrived immigrants,

- Establishing men/women’s groups, and

- New geographical areas.

*Spiritual purpose of each group:* To know and experience the power and presence of God in the context of an authentic kingdom building community.



*Practical purpose of each group:* To train, equip, empower and mentor disciples to become fully- devoted followers of Jesus.



*Kingdom purpose of each group:* To live in Jesus’ name the truths of the kingdom and multiply missional groups that share the message of lasting hope, love and purpose as found in Jesus.



1 SPD Website[: http://spd.adventistconnect.org/about-us](http://spd.adventistconnect.org/about-us)

2 WA Conference Website[: http://wa.adventist.org.au/administration](http://wa.adventist.org.au/administration)

3 WA Conference President - Glenn Townend

4

Katie Driver “CMA Tools and Training Newsletter”, *Issue 43*

**INTRODUCTION**

**CHURCH PLANTING BASICS**

**What is Church Planting?**

Church Planting is the movement of rapid multiplication of indigenous churches who sweep through people groups or population segments with the good news of Jesus, in a way that brings lasting significance and transformation5.

**Rationale**

Church Planting is a healthy expression of creating fresh, new environments which are focused on helping non-Christians experience God and community in a way that is relevant to their lives. Thus, all models of new churches that reach new people are feasible.

*Churches have tried all kinds of ways to attract new and younger people. But there are still so many who aren’t being reached that don’t want to come to traditional style church. As such, there is a need to plant seeds of God’s Kingdom where life happens and where culture is formed – restaurants, workplaces,*

*cafés, locker rooms and neighbourhoods. While it may seem revolutionary, this model of church – bringing God’s message where people are, rather than expecting them to show up at church – is in keeping with the message of Jesus… So let’s return to our ancient roots and let church be alive, organic, growing and spreading in the most likely and unlikely places!6*



**You Play an Important Role**

You are valuable and your life can have an incredible impact for God’s kingdom.

Jesus depicts each person as being a minister and having a vital part to play in sharing the everlasting gospel. Therefore, as we faithfully implement the biblical insights of sharing the gospel with people in our sphere of influence, we will see God do an incredible work through us in our home, local community, workplace, school or university.

Don’t delay - - join us on this exciting journey!

5

Adapted from David Garrison - *Church Planting Movements: How God Is Redeeming a Lost World*

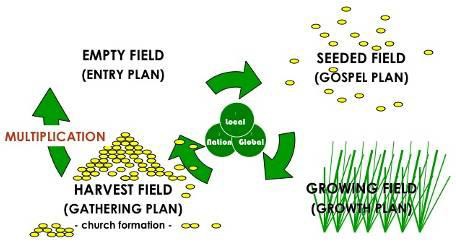
6

Adapted from Neil Cole - *Organic Church*

**Biblical Insights of Jesus’ Model of Church Planting: Mark 4: 26 - 29**

**THE FOUR FIELDS: Planting to Multiply**

*Making disciples by working four fields*



**FIELD 1 FIELD 2**

**FIELD 4**

**FIELD 3**



|  |  |
| --- | --- |
| ***FIELD 1: EMPTY (Entry Plan)***  **A. PRAY –** [Luke 10:1-4]  **B. MEET –** ‘People of Peace’ [Luke 10:5-9]  1. Eat with household  2. Heal household  3. Share that God cares! (repentance) | ***FIELD 3: GROWING (Growth Plan)***  **D. GROW –** Continue to disciple your friends through reading God’s word (eg, John, Acts, etc) |
| ***FIELD 2 : SEEDED (Gospel Plan)***  **C. SOW –**  1. Share Jesus’ story [Rom 3:21-26] and encourage friends that are opened to learning more to read one chapter of Mark each day with 5 questions:  What does this tell me about God?  What does this tell me about humanity/  myself?  Is there an encouragement/example to follow and apply to my life?  Anything to share with another?  2. Share elementary teaching [Heb 6:1-2] with stories of the 8 commands of Jesus:  Repent & believe – Luke 19:1-10  Pray – Luke 11:1-13  Receive the Holy Spirit – John 14:1-23  Be baptised (water/Spirit) – Acts 8:26-40  Go make disciples – John 4:1-42  Love (new life/obey) – Luke 10:25-42  Share Lord’s Supper – Luke 22:7-20  Give – Mark 12:41-44 | ***FIELD 4: HARVEST (Gathering)***  **E. GATHER –** Foster groups that are focused on Jesus, simple and easy to multiply, by following these principles:  1. Head & one purpose - Christ [Eph 1:3-23] & His glory [Eph 2:1-22, 1 Cor 10:31]  2. Authorities - Word & Spirit of God [2 Tim 3:16, John 16:13]  3. Offices - conversational leadership [Eph 4:11-13]  4. Marks of maturity  Simple & Sustainable – Acts 11:19-26  Supportive – Acts 11:27-29  Multiplying – Acts 13:1-4  Correcting – 2 Tim 3:16-17  5. Functions – Acts 2:37-47  Worship (love God); Fellowship (love believers);  Mission & Ministry (go, mingle, care and bless); Discipleship (grow fully devoted followers of Christ).  **F. MULTIPLY –** communities that are simple and where people are at – on the path of life! |

**STARTING A MISSIONAL GROUP IN THE WA CONFERENCE AND BECOMING A COMPANY**

**GETTING STARTED**

*Partnering with God and peers in mission is the greatest joy. The Conference wants to support all those*

*who feel God’s call to start new missional groups. Outlined below is the process by which we do this:*

1. **Inform** the Director of Church Planting of your intent to start a missional group focused on reaching a new area or people group and work in co-operation with them.



2. Missional groups are **officially recognised as a church plant** once they fulfil and process the following requirements:

a. Show the primary reason for establishment is mission to non-Christians/dechurched7;

b. Have the Church-planter/s recognised and approved by the Conference, as well as committed to the teachings and organisation of the SDA Church. This includes key leaders being provided with a supportive Church-planter Profile Interview (where appropriate);

c. Develop a Project Plan and submit it to Church Planting Director for Executive approval

(*Contact the Church Planting Coordinator for templates, process and assistance)*;

d. Have at least four members of the core team to participate in church planting training provided by the WA Conference;

e. Have a regular worship time and adequate leadership to operate;

f. Key leaders and members are committed to faithful tithe and financial support of the church.

***Privileges of becoming an officially recognised church plant:***

Have the joy of working with a growing movement to fulfil the Great Commission of Jesus; Legally covered for Public Liability Insurance, and provided for in Safe Place Practices;

Gain access to a coach who will provide encouragement and strategic support/feedback; Take advantage of the resourcing and financial provisions available as outlined in this document.

3. Once the group is officially recognised, the Conference President (or his designee) will conduct a

**‘Celebratory Commitment Ceremony’** at your church in honour of this exciting occasion. This ceremony will be a special time of blessing and commitment to reach up, across and out.

In response to God’s vision for our Conference, and the resourcing provided to your group by

way of coaching, training and financial assistance, key leaders will be asked to commit to:

a. Listening and following God’s leading for your group;

b. Participating in monthly coaching sessions, quarterly Empower meetings, future Church

Planting Summits/other training events; and

c. Completing a ‘Quarterly Vision Report’ and ‘Church Clerk Report’ which provides feedback to the Conference regarding what God has been doing in your group and any needs you may have *(Contact the Church Planting Coordinator for templates).*

7 New church plants and companies are to be established only when the primary reason for establishment is a mission focus. Groups should not be formed when the underlying reason is unhealthy spirit of independence, dissatisfaction over worship style, inability to resolve conflict, difficult relationships or anger.

4. A church plant becomes a **Church Company** once they fulfil and process the requirements as outlined by the *Australian Union Conference8* attached in Appendix 1 (*NOTE: Your group would have already met some of these requirements in the process of becoming officially recognised).*

***New companies of believers are to be established only when the primary reason for establishment is mission to reach new locations or new people groups. The WA Conference encourages groups to do this in a manner that is relevant to the location/people group you are trying to reach.***

5. Once your church plant fulfils the requirements above, the Conference President (or his designee) will conduct a **‘Company Ceremony’** at your church to publically recognise your new status.

***Intention:***

The formation of a company is the first step in the establishment of an organised church; hence a company must have a mission focus with plans for achieving the goal of growth and self-sufficiency.

The aim should be to become an organised church within 3-5 years. When this time comes the usual procedures as outlined in the *Church Manual* will be followed.

***A church plant should aim to be a self-supporting church within 3-5 years of commencement.***



***Therefore, the key is to establish churches that are simple and easily reproducible.***

**CONFERENCE TRAINING AND RESOURCES**



*Empower*: Brings people involved in missional groups and church plants together at various times during the year to equip, encourage, empower, share and network.



*Church Planting Summit:* Annual training event to nurture new and existing planters.



*Life Renewal:* Annual training event to grow and nurture new and existing church members.



Coaching and Mentoring for leaders.



Availability of resources to borrow from the Church Planting



Department at the Conference Office.

Communication Items: The corporate Seventh-day Adventist Church and the WA Conference produce a variety of free communication resources which are available upon request – including Conference Bulletins, RECORD, News West, Quarterly Mission DVD’s, Conference God Stories and various other news DVD’s.



8 Australian Union Conference (AUC) is the overall administrative body of the Seventh-day Adventist Church in Australia.

“We are God's stewards, entrusted by Him with time and opportunities, abilities and possessions, and the blessings of the earth and its resources. We are responsible to Him for their proper use. We acknowledge God's ownership by faithful service to Him and others, by returning tithes and giving offerings for the proclamation of His gospel and the support and growth of His church. The steward rejoices in the blessings that come to others as a result of their faithfulness”9.

**STEWARDSHIP & FINANCES**

**PURPOSE AND USE OF TITHE AND OFFERINGS?10**

Returning tithe and giving offerings is our expression of trust and gratitude to God for the things He has provided for us. It is a response of love and commitment to His work.

**We return our tithe because** we are in a relationship with Jesus Christ. Tithe represents 10% of our income. It is holy, belonging to God. It is returned to Him through the church (Malachi 3:6-18). Tithe supports those in ministry for Christ in our region (1 Corinthians 9:13, 14) and the worldwide mission of the church. (Matthew 24:13, 28:19 and Revelation 14:6).

**We give offerings because** they are love gifts in addition to tithe, expressing our gratitude for what Christ has provided for us. Tithe is set by God but offerings are set by the believer. These gifts support the local church in its mission, state regions and world mission projects.

***For where your treasure is, there your heart will be also.***

*(Matthew 6:21, NIV)*

**BENEFITS TO YOU:**

**Tithe collected from individual church plants** is returned to the Conference Office in full. 25% is then dispersed to the world church. The Conference Office will then provide a cash grant to the church plant (by way of a holding account – explained on page 9) based on a percentage of Tithe for the first 10 years as follows:



Years 1 – 6: 75% Year 7: 60% Year 8: 45% Year 9: 30% Year 10: 15%

Year 11: Nil – From this year you operate as all established churches.

**The Conference entitles church plants to retain 80% of the total general offerings collected each week**

to support the mission of the wider church for the first 10 years, and asks that you remit the remaining

20% to the Conference as your support to the mission of the world church. ***NOTE: Groups are entitled to retain 100% of funds collected for local budget purposes.***



**The amounts retained by your group** are funds to help you resource your group, training for your group/leaders, and funds that you can use to fill a real need in your wider community.

9 SDA Fundamental Beliefs Document

10 Seventh-day Adventist South Pacific Division Website – [www.adventist.org.au](http://www.adventist.org.au/)

WA Conference Church Planting Framework Page 8 of 13

**FINANCIAL REQUIREMENTS**



As soon as your group starts collecting Tithe and Offerings, we ask that you contact the Conference Accountant (contact details page 12), so that the reporting requirements can be adequately explained.

The administrative component of handling finances can be time-consuming and requires attention to detail which can detract the focus and time of a

Church Plant Leader from more important activities.

***Consequently the Church Plant needs to have a financial contact person (a treasurer) who is also NOT the leader. This separation of duties is a key principle in ensuring the integrity of the church planting movement by limiting opportunities for accusations of accidental or purposeful mismanagement of church plant finances.***

Where a church plant feels it does not have sufficient personnel for a separate treasurer, the

Conference can assist via a Church Plant Treasurer who will serve in that capacity for the church plant. A small administrative fee is incurred for this service, which includes training and developing a treasurer from within the church plant group.

**SUMMARY OF GENERAL FINANCIAL REQUIREMENTS:**

To ensure good transparency and accountability, each Church Plant’s tithe funds are held in trust by the Conference in a holding account, from which the Plant can claim the funds when needed. (NOTE: The Plant retains their local budget offerings and 20% of general offerings at their local level bank account so there is some funds on hand to use for everyday needs).

A statement is issued every month so the Plant can see what goes in and comes out, much like a bank account.

The Plant can claim weekly, monthly or anytime as needed. This ensures that the Conference can justify to relevant external parties that all tithe funds are being used exclusively for tithe purposes.

Where wages are paid to Bible Workers, these expenses will be billed directly to the Plants holding account, and amounts paid out directly to the Bible Workers.

**GUIDELINES ON APPROPRIATE USE OF TITHE11:**

Tithe Funds ***are to be used*** in accordance with the following principles:

1. Proclamation of the gospel, including gospel outreach and soul-saving evangelism

2. Support of salaried personnel directly engaged in pastoral and evangelistic soul-winning endeavours

3. Support of world-wide mission through the General Conference

4. Soul-winning support personnel. E.g. Departmental Directors, Conference Administrators

5. Conference Office Operating expenses associated with the above

6. Specified activities, which are part of the evangelistic trust of the Church

7. Evangelistic Equipment

11

Noted in General Conference Working Policy (Section V15) and the SDA Manual

Tithe Funds are specifically ***not to be used*** for the following:

1. Buildings and facilities

2. Equipment (other than per the above)

3. Local church operating expenses like secretarial personnel and maintenance staff

Note that all Tithes and Offerings are to come via the Conference treasury and the Conference administrators are accountable and responsible for these funds. Any questions as to the appropriate use are to be directed to and decided by the Conference ADCOM.

**DETAILED FINANCIAL PROCESS FOR GROUPS NOT YET OFFICIALLY RECOGNISED** If your group starts collecting Tithe and Offerings BEFORE your project plan has been approved by the Church Planting Committee and Executive Committee, the following financial arrangement applies:

**STEP 1: Open a holding account with the Conference**

Contact the Conference Accountant (Danny Johnson) to advise that your group has started collecting

Tithe and Offerings and supply details of the Treasurer for your group.

The Accounts Department will then open a holding account for your group to deposit funds into weekly

– directly at the Conference Office.

**STEP 2: Counting Tithe and Offerings Collected Each Meeting**

The group will need to ensure that after the collection each meeting, two people count the money

together and record the amount collected for offerings in receipt booklets available from the

Conference Accountant. *You will need this information to complete the monthly Treasurer’s Report.*

**STEP 3: Banking Funds Collected**

We recommend the Treasurer brings in funds weekly to the Conference Office to reduce the risk of

money theft from the home where it is being kept – preferably by Monday or Tuesday.

***NOTE:*** *Your group will need to bank the full Tithe and Offering amounts to the Accounts*



*Department, and then once your group is an officially recognised group, you will be entitled to*

*receive your Tithe and Offering “reversions” for these amounts in retrospect.*

**STEP 4: Monthly Treasurer’s Report**

Each month the Treasurer will need to complete a monthly Treasurer’s Report, which includes a Bank

Reconciliation. *Please obtain the relevant electronic or paper supplies directly from the Conference*

*Accountant, who will then explain to you how to complete the forms.*

The Monthly Treasurer’s Report needs to be completed and emailed/posted to the Conference

Accountant by the 10th day of the following month.

**STEP 5: Church Cash Management (CMF) Account**

The conference recommends the church plant group consider opening a CMF account to enhance the

returns received on cash funds held by the group.

The corporate SDA church in Australia operates a Cash Management Facility which uses the advantages of pooling all church funds to gain a competitive rate of return for funds held at call, while assisting the wider church family.

CMF accounts facilitate much more efficient transferring of funds between church entities and also establishes a history of funds which is very advantageous in the longer term should church building loans be sort.

Operation of a CMF account is very similar to a bank account and does not replace it but serves as a place to invest funds. Details are available from the Conference Accountant.

**GROUPS THAT ARE OFFICIALLY RECOGNISED CHURCH PLANTS:**

Once your project plan has been approved by the Church Planting Committee and Executive Committee, you will become a recognised church plant and the following financial arrangements will apply to you:

**STEP 1: Bank Account**

The group will need to select two people (Treasurers) within the group to open a bank account for your

church plant, and be signatories for this account. *We recommend a Westpac Non-Profit Business*

*Account as it doesn’t have any associated charges.*

***You must use the name:*** “Seventh-day Adventist Church - <*Insert name of your church plant*>”.



Therefore to complete this process, you will need to obtain a Letter of Authorisation from the

Conference Treasurer to the bank.

**STEP 2: Counting Tithe and Offerings Collected Each Week**

The group will need to ensure that after the collection each week, two people count the money together

and record the amount collected for offerings in receipt booklets available from the Conference

Accountant. *You will need this information to complete the monthly Treasurer’s Report.*

**STEP 3: Banking Funds Collected**

Bank the offering collected into your church bank account, a minimum of once a month. Weekly banking

is recommended to reduce the risk of money theft from the home where it is being kept.

***NOTE:*** *Your group will need to bank the full Tithe and Offering amounts, and then remit* ***20%***



*offerings and* ***100%*** *tithe to the Conference – via cheque – with your monthly report (refer to*

*next step for details).*

**STEP 4: Monthly Treasurer’s Report**

Each month the Treasurer will need to complete a monthly Treasurer’s report, which includes a Bank

Reconciliation. *Please obtain the relevant electronic or paper supplies directly from the Conference*

*Accountant, who will then explain to you how to complete the forms.*

The reports need to be completed and emailed/posted to the Conference Accountant by the 10th day of the following month, along with a cheque for the amount of 100% tithe and 20% offerings.

***NOTE:*** *Please make out the cheque to: “Seventh-day Adventist Church (WA Conference) Ltd”*



**STEP 5: Grants from the Conference based on Tithe put into holding account**

Once your reports have been processed by the Conference Office, the relevant percentage of tithe

based cash grants will be put into your Conference holding account and be available for you to use for expenses that fall within the appropriate use of tithe principles (discussed on page 9 and 10).

**STEP 6: Church Cash Management (CMF) Account**

The conference recommends the church plant group consider opening a CMF account to enhance the

returns received on cash funds held by the group.

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CMF accounts facilitate much more efficient transferring of funds between church entities and also establishes a history of funds which is very advantageous in the longer term should church building loans be sort.

Operation of a CMF account is very similar to a bank account and does not replace it but serves as a place to invest funds. Details are available from the Conference Accountant.

**DETAILS FOR TREASURY QUESTIONS, SUPPLIES OR REPORT SUBMISSIONS:**

***Danny Johnson***

WA Conference Accountant

Email: [dannyjohnson@adventist.org.au](mailto:dannyjohnson@adventist.org.au)

Phone: (08) 9398 7222

Address: PO Box 134, GOSNELLS, WA 6990

**------------------------------------------------------------------------------------------- CHURCH PLANTING DEPARTMENT CONTACT DETAILS**

**For any questions or for further information, please contact:**

***Marilyn Östring***

Director of Church Planting

Landline: (08) 9259 0978

Mobile: 0412 706 496

Email: [MarilynOstring@adventist.org.au](mailto:MarilynOstring@adventist.org.au)

Web: <http://wa.adventist.org.au/church-planting>

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**Appendix 1: Australian Union Conference Guidelines for Establishing a Company of Believers**

1) A cooperative attitude and loyalty to the teachings and organisation of the Seventh-day Adventist Church, other Adventist churches and Conference.

2) A Biblical Vision, Mission and Values statement.

3) A target area defined by the leadership/group and agreed to by the Conference.

4) A strategy and process plan of how the new church will reach the target audience.

5) A discipleship plan that includes an introduction to basic Christianity, baptismal and membership preparation,

systematic Bible study, how to share your faith and leadership training.

6) An approved church planter who has an evangelistic record of bringing people to Jesus and his church, recognised and approved by Conference.

7) A coach and/or mentor to guide and support the difficult process of starting a new church. There will need to

be a meeting between the company leadership and the coach at least monthly.

8) Critical mass – enough people to run the basic functions of a church company. The number for critical mass may vary from place to place. (The AUC generally recommends at least twenty baptised members and ideally thirty or more. However, the WA Conference Executive can approve a company with fewer members).

9) Must demonstrate that they have adequate and responsible leadership to enable them to function as a separate group. The two required officers for a company are a Company Leader and Company Treasurer. These officers are appointed by the Executive Committee on the recommendation of the members of the Company. Other church officers may be appointed as are needed by the Company.

10) It is expected that those serving in leadership positions and a majority of the members are consistent in their commitment to returning a faithful tithe to the conference, thus assisting the world-wide work of the church.

11) Have the basic functions of the church company working – weekly worship and Sabbath School programs,

small groups and evangelistic plans as well as participation and cooperation with conference plans and events.

12) Demonstrates the principles of becoming a balanced and healthy church. For example, Natural Church

Development (NCD) is a good tool to aide with this.

13) It is expected that the members of the proposed company will give a positive response to the following seven

principles prior to approval being given by the Executive Committee:

i. An active commitment to the teachings, practises and standards of the Seventh-day Adventist church. ii. A willingness to accept the full financial responsibility that is expected of all churches and companies within the sisterhood of churches in the local Conference by returning tithes and offerings in accord

with the Conference annual tithe and offering schedule.

iii. An ascent to the principle that all visiting preachers and speakers for the company must be approved in the usual way with a regular service request through the Conference General Secretary. This applies particularly to speakers from outside the conference whether they are church employees or lay people.

iv. An acknowledgment that they are accountable to the sisterhood of churches through the Executive

Committee of the conference.

v. A stated intention that the company intends to work in harmony and in consultation with neighbouring churches especially when planning evangelism that may cross into another church’s mission territory.

vi. A willingness to accept the conference appointed pastor, should a pastor be appointed.

vii. An acceptance of the *Seventh-day Adventist Church Manual* as the guide that governs matters of church governance and other matters of church life.

14) Companies should have ongoing support of a mother church or the local Conference.

15) Where a company is proposed to be established within the territory of another existing church or company there must be dialogue with and support from that church or company for the establishment of a new company in their territory.

16) The Executive Committee is the board of a company. The Conference President is the leading elder and the

Conference Secretary the company clerk.

17) Governance and other matters will occur as outlined in the Church Manual.