

## **GUIDELINES FOR CONFERENCE ADVANCE SPECIALS**

### **North Indiana Conference Mission Funding Team**

#### **A. Policy for Conference Advance Special Designation**

1. See Book of Discipline. 2004, p. 436, Paragraph 654
2. Advance Specials must be missional in nature; must be approved by the Conference Mission Funding Team; and the project must be within the bounds of the Annual Conference with the exception of the Indiana Council of Churches or its counterpart, and certain other Indiana Area United Methodist Church institutions and programs.
3. No project shall include use of Advance funds for administrative, staff, or promotional costs.

#### **B. Annual application for Advance special status is required of the following:**

1. Projects within the district will be considered for Advance Special status.

The Advance fosters partnership between those who give and those who receive and affirms the right of persons to determine the priority of their own needs. Projects shall therefore be proposed by authorized persons closely related to the project and shall be recommended to the Mission Funding Team 'by the District Board of Global Ministries'. The Mission Funding Team may consider and approve proposals for either specific projects or broadly designated causes of the Conference. All projects or agencies must have a Christian focus.

#### **C. Automatic Advance Special status is granted to the following:**

1. Campsites of the Conference Commission on Camps and Conferences, North Indiana Conference.
2. Disaster Relief within the Conference, through the Disaster Coordinating Committee of Board of Global Ministries.
3. Health and Welfare Ministries funded by the Conference, including Handicapping Ministries and AIDS Ministry/AIDS Assist.
4. United Methodist-related Universities in the Indiana Area, Wesley Foundations in North Indiana, and other Campus Ministries approved by the Conference Higher Education and Campus Ministry Team.
5. Work Camps - United Methodist related. Expenses and travel for work teams for persons and projects organized or approved by districts, North Indiana Conference, the Indiana Area, the North Central Jurisdiction or Wesley Foundations in the Conference and campus ministries of Indiana United Methodist Universities. The work camp itself may take place beyond the bounds of the Conference. The work team is expected to register through the Conference Service Center with the Coordinator of the Volunteers in Mission to qualify for General Board liability insurance. Funds for recreation will not be sent to the Conference Treasurer and will not receive Advance Special credit.

6. Conference Ministries approved by the Conference Mission Funding Team.
7. Development of New Churches and Revitalization in the Conference.
8. Habitat for Humanity.
9. Conference/Area Ministries.

D. Procedures for Seeking Initial Approval or Annual Renewal:

1. The applicant shall obtain application forms and copies of the Guidelines for Conference Advance Specials from the District Superintendent, the Conference Service Center, or the Chairperson of the Conference Mission Funding Team. Forms are available beginning in January for the ensuing calendar year.
2. If the proposed project is consistent with the Guidelines, the application shall be completed and submitted to the District Office.
3. The application shall be reviewed by the District Committee of Global Ministries and the District Superintendent. With the recommendation of the District Superintendent and the District Board of Global Ministries, each shall be forwarded to the Chairperson of the Conference Mission Funding Team to reach the Chairperson no later than April 1.
4. The Committee shall process the application and approve or disapprove the application.
5. If approved, the funding is for the ensuing calendar year for projects.
6. The Chairperson of the Mission Funding Team shall notify each District Superintendent and Chairperson of the District Committee of Global Ministries of the Team's action. The District Superintendent and the District Committee of Global Ministries, in turn, will notify the projects within that district.
7. No project will be granted Conference Advance Special status unless properly approved according to the procedures outlined above. Moneys received for unapproved projects will be forwarded to the designated agency but credited as "Other Benevolences", not Advance.
8. The Conference list shall be prepared by the Chairperson of the Mission Funding Team and forwarded to the Conference Treasurer. The Conference Office will distribute the list throughout the Conference and will publish it in the Conference *Journal*.
9. The Mission Funding Team Chairperson shall notify the Conference Treasurer when a project is deleted from the approved list.
10. Conference Advance Specials shall be promoted through existing channels of Advance promotion.
11. All funds must be submitted to the Conference Treasurer at the Service Center to receive Advance Special credit.