



*I've been appointed
to start a new church,
before I arrive at the new
community....?*



“What you need to survive... and succeed... in the first year.”

This “Basic Training” is specifically designed for pastors who are planting new churches in 2010 or for those who have recently planted a new church.

Jim is the Founder of Griffith Coaching Network. A veteran of 6 church plants, Jim focuses on assessing, training, and coaching new church starts. Since 1996 he’s assessed over 1900 church planting candidates, trained over 7,000 planters, and coached over 1500 projects in their efforts to reach the mission field around them. Though not a United Methodist, Jim works in over 45 Annual Conferences. Additionally, he works with over 30 denominations & associations.

Having conducted over 100 “autopsies” on failed new starts, led Jim to put together “The 10 Most Common Mistakes New Starts Make.”

His vast experiences and intuitive skills have contributed to Jim becoming the church leader’s “paraclete;” a mantle he wears with infectious enthusiasm.

A graduate of The University of Florida and Trinity Evangelical Divinity School, Jim resides in Centennial (Denver), Colorado.

TOPICS

- 10 Most Common Mistakes New Starts Make
- How To Raise Money
- How To Network With & Recruit People
- How To Build A Launch Team
- How To Connect People To The Faith Community
- Creating First Impressions
- How To Calculate Your Public Launch Date
- Creating Ministry Alignment
- 10 Reasons You Need A Coach

TRAVEL SCHEDULE

Please arrange your flight or driving plans so that you will be able to attend the opening session at 8:00 a.m. on day one, and stay through the closing at 12:30 on day three.

CONTINUING EDUCATION: 2 CEU Certificate Available

REGISTRATION FEE - Registration fee does not include food and lodging.

\$495 for the church planter; registration is FREE for the planter’s spouse.

\$195 each for additional persons from the new church accompanying the church planter.

\$195 each for District Superintendents or Annual Conference Staff.

\$195 each for returning “Alumni” - *New offer for church planters to repeat this training.*

LATE REGISTRATION: (*within 30 days of event*) add \$100 per person

ARKANSAS LOCATION CONTACT

Rose Kuonen, (Bob Crossman’s assistant) 501-324-8033 rkuonen@arumc.org
Housing: Mt. Sequoyah Retreat Center, 479-443-4531, www.mountsequoyah.org
Transportation: Fly into Northwest Arkansas Airport NXA, Jim’s Shuttle 866-535-0127

DALLAS LOCATION CONTACT

Deniece Mason, N. Texas Conference, 972-526-5016, deniece@ntcumc.org
Hotel: Staybridge Suites, 301 Silverglen Dr, Plano, TX 75075 (972) 612-8180
Transportation: Dallas-Ft. Worth Airport (DFW) -22 miles or Dallas Love Field (DAL) -19 miles

VIRGINIA LOCATION CONTACT

Pat Hickman, (Anna Gail Workman’s assistant) 804-521-1155 pathickman@vaumc.org
Housing: A list of local hotels will be provided.
Transportation: Fly into the Richmond International Airport.

2010

BASIC TRAINING “BOOT CAMP” FOR CHURCH PLANTERS WITH JIM GRIFFITH



ARKANSAS LOCATION

MAY 4-6, 2010

Mt. Sequoyah Conference Center
Fayetteville, Arkansas
Rose Kuonen, 501-324-8033
rkuonen@arumc.org

TEXAS LOCATION

AUGUST 17-19, 2010

N. Texas Conference Center
Plano, Texas (N. Dallas)
Deniece Mason, 972-526-5016
deniece@ntcumc.org

VIRGINIA LOCATION

AUGUST 24-26, 2010

Conference Center
Glen Allen, Virginia
Pat Hickman, 804-521-1155
pathickman@vaumc.org



PRE-DAY LOCATIONS

FOR SR PASTORS ALONG WITH THE PLANTER

MAY 3-4, 2010 - ARKANSAS
AUGUST 16-17, 2010 - TEXAS

This pre-day is designed to strengthen “mother-daughter” and “second campus” starts.



*Churches growing new churches..
who grow new churches...*

Post Boot Camp Strategy Meeting Agenda

We have Don Smith (www.vitalconnections.ws) to thank for recommending a this formal benchmark setting time prior to moving day. This is a great addition that helps to clarify expectations and support between all the key involved parties.

After attending “Basic Training Boot Camp for Church Planters,” it is suggested that a strategy meeting take place before moving day. Prior to the meeting time, the new church planting pastor would complete the document below, responding to as many of the topics/questions as applicable.

The new church pastor would forward the responses in advance of the meeting time to the participants which would probably include: the District Superintendent, the New Church Development Conference staff person, the New Church Coach, (and if there are sponsoring churches or a mother church’ to the key laity involved - probably the Lay Leader and PPR Chair.)

At the time set, the meeting would be called to order (probably by the conference staff person, or the coach) and the agenda for this gathering might look like this:

- Opening Prayer
- Introductions
- Framework for the Meeting
 - What is one hope that you have for this ministry to be formed?
 - What is one question that you would like to have addressed in this meeting?
- Review of the Submitted Materials
 - Launch Initiative Type
 - Demographic Summary of Target Population
 - Financial Projections
 - Participation Benchmarks
- Review of Funding from District and Conference Sources
- Next Steps for this Group
- Other Issues to Address
- Dismissal with Blessing & Signing Part 3

The United Methodist Book of Discipline, Section VII, ¶259.1

“A new local church or mission congregation shall be established only with the consent of the bishop in charge and the cabinet and with due consideration of the conference entity assigned the responsibility for congregational development. The bishop shall designate the district within whose bounds the church or mission congregation shall be organized. The district superintendent of that district, or his or her designee, shall be the agent in charge of the project and shall recommend to the district board of church location and building (¶2518) the method of organization, and whether a specific site shall be selected or an area of organization be designated. The district superintendent shall avail him/herself of existing demographic, lifestyle and ethnographic information in the process of establishing a new congregation and its location, or shall recommend to the board of trustees of a selected local church that they share their facility with the proposed congregation. If there is a city or district missionary organization, or if funds for the project are anticipated from a conference organization, those bodies shall also be asked to approve the method of organization and location for a new congregation. (see also ¶259. 2 through 259.9)

• for pastors starting new churches • for churches starting new churches • for resourcing our newest churches •

Pre-appointment Strategies and Benchmarks for Launching a New United Methodist Church

PART 1 -- TO BE COMPLETED BY THE PLANTING PASTOR

Timeline: This form is to be completed by the Planting Pastor after she/he has attended "Basic Training" (aka "Boot Camp") but prior to the Pre-appointment Strategy Meeting in late May. Therefore, unless otherwise specified, this form will be due to the Conference Director of New Church Starts no later than May 15. Where narrative answers are requested, please feel free to use the additional pages as needed.

Geographic Description of Area to be Planted _____

Municipality of Church to be Planted _____ Today's Date _____

I. LAUNCH INITIATIVE/MISSION FIELD INFORMATION

A. Launch Initiative(s)

Please check **all** Launch Initiative(s) that apply: 1. _____ "Mother-Daughter" Launch 2. _____ "Parachute Drop" Launch
 3. _____ Reclaim Discontinued Church Facility 4. _____ Extension Campus
 5. _____ Other (a "hybrid" of the above-listed initiatives - - please describe

I anticipate that this new church will launch weekly worship with _____ adults and _____ children.

I anticipate that this new church will average _____ adults and _____ children one year post-launch.

I anticipate that this new church will have an average worship attendance of _____ within three years.

Do you believe that this new church will be financially self-supporting within 3 to 5 years? Yes No

B. Targeted Population Data

1. Based on what you have discovered thus far, describe briefly the community in which the congregation will be launched and the mission field into which the new church will be planted (such as people, environment, economy, etc.).
2. In addition to your observations, please submit the complimentary two page demographic data for the primary mission field zip code(s) by accessing the Research Office of the General Board of Global Ministries - - <http://new.gbgmumc.org/about/us/ecg/research/?search=research>. **For personal service, please contact Rev. John H. Southwick (212-870-3840, e-mail: jsouthw@gbgm-umc.org) and be prepared to describe the nature of the geographic area that you would like studied (concentric circle, street boundaries, zip code(s), etc.). Your report will be e-mailed to you with the requested data to be used to address these questions:**
3. How much has the community grown in the last year? _____
4. What is the predominant age of the population in the area? _____
5. What is the predominant economic class in the area? _____
6. What is the predominant ethnic group in the area? _____
8. What United Methodist congregations and churches of other denominations are in the mission field? _____
9. Given the above considerations, describe in detail the piece(s) of the "mission field" that you envision targeting through the creation of this new congregation. Create a profile (such as a "Saddleback Sam" or an "Unchurched Harry and Mary") that represents the persons you believe God is calling this new church to reach.
10. Describe the plan for your first sixty days as a means of ascertaining the needs of the people living in the mission field and your plan for connecting with them.

II. MINISTRY FUNDING AND STEWARDSHIP

A. Summary of Anticipated Ministry Expenses (NOT INCLUDING PASTORAL COMPENSATION)

1. Projected cost of the worship site? _____ rent? _____ lease? Terms: _____ \$ _____
2. Cost of sound, keyboard, projector, etc for worship? \$ _____
3. Cost of office equipment, promotions and other start-up costs? \$ _____
4. Compensation for any staff (please provide details) \$ _____
5. Total Estimated Expenses for first 12 months? \$ _____
6. Are you committed to tithing? Are you committed to conveying tithing as an expectation for your Launch Team? Yes No

B. Summary of Anticipated Income (BEYOND DISTRICT AND CONFERENCE SUPPORT)

1. What level of financial support do you anticipate receiving from the following funding sources during the first twelve months? (Give projected amounts)
 - Contributions from the active participants of the new congregation? \$ _____
 - Pledged support (virtue capital) from pastor's family, friends, supporters? \$ _____
 - Pledged support from "mother" or partner church (if applicable)? \$ _____

TOTAL anticipated cash income for first 12 months (total of above amounts)? \$ _____

III. PARTICIPATION BENCHMARKS

What is the effective date of your appointment? _____

What date is projected for the launch of the weekly worship ministry? _____

Please complete the chart below and include in it the benchmark dates and participation milestones for your pre-launch strategy and beyond. This will help in measuring the projected growth of the new church.

Milestone Event/Ministry	Projected Implementation Date	Number of adults present	Explanatory Comments
First Launch Team Meeting			
First "Taste and See" Event			
Final "Taste and See" Event			
Relational Groups Formed (Task and Small Groups) Prior to Preview Season		(number of RG's)	(List Groups Here)
First "Preview" Service			
Final "Preview" Service			
Relational Groups Formed Prior to Launch		(number of RG's)	(List Groups Here)
Launch Day			
Average Attendance of the four Sundays following Launch Day			
Average Attendance Six Months after Launch			
Average Attendance One Year after Launch			

Do you understand that continued funding is tied to the church's ability to "bear fruit" in the mission field through reaching the above goals? ___ Yes ___ No

Part 2 -- To be Completed by the Conference Director of New Church Starts in Consultation with the District Superintendent

Timeline: This portion of the form is to be completed in preparation for the Pre-appointment Strategy Meeting in late May - - by May 15 or as otherwise requested.

1. Scheduled funding for the coming years for this project. Please note amount and source:

Funding Source	2008	2009	2010	2011
Annual Conference				
District				
Other				

2. Schedule for pastor's housing? ___ parsonage? ___ allowance? \$ _____

3. Pastor's total compensation package for one year? \$ _____

a. Salary \$ _____

b. Utilities, Travel, Education \$ _____

c. Insurance \$ _____

d. Other \$ _____

4. Will the Annual Conference be assisting in the purchase of property? ___ Yes ___ No

5. If so, what will the nature of the land funding be? _____

6. What benchmarks must be met for funding to be continued eighteen months past appointment date? _____

Part 3 -- Signatures to be Secured at the Conclusion of the Pre-Appointment Strategy Meeting

Signed _____ Date _____
Planting Pastor that has been Named to Start the New Church

Signed _____ Date _____
Senior Pastor of Sponsoring Church (where a Mother Church is involved in the planting of this congregation)

Signed _____ Date _____
Lay Leader or Lay Representative of the Sponsoring Church (where a Mother Church is involved)

Signed _____ Date _____
District Superintendent

Signed _____ Date _____
Conference Director for New Church Starts

Mother/Daughter Model Financial Projections

What will actual income and expenses be in a new church? Difficult question since every new church is different!

The following might be a template to start to making projections for each new church start.

Assumptions: appointment in June, worship begins in 4 months, launch in Sept/Oct, & community has potential of 350 in worship within ten years. In the appointive process, the new church pastor will revise this chart and present a proposed budget, set benchmarks, and negotiate grant levels.

Equipping leaders with both knowledge and skills to move toward successful church starts.

		1st 7 months							
ROUGH PROJECTION OF EXPENSES	2010	2011	2012	2013	2014	2015	2016	2017	
Pastor's Compensation - in most cases, at or above pastor's current salary of 30,000 to 45,000									
Salary, Utility, Travel, Cont Ed	15 to 22,500	30 to 45,000	35 to 45,000	40 to 50,000	45 to 55,000	50 to 60,000	55 to 65,000	60 to 70,000	
Furnished Apartment Allowance	5 to 6,000	10 to 12,000	10 to 12,000	11 to 13,000	11 to 13,000	12 to 15,000	12 to 15,000	15 to 17,000	
Health Insurance	7,000	14,000	14 to 15,000	15 to 16,000	16 to 17,000	17 to 18,000	18 to 19,000	19 to 20,000	
School of Cong. Development or Planter Tune-up Cont. Ed.	1,000	1,500	1,750	1,750	2,000	2,000	2,000	2,500	
Office Space									
Office Space Rental	at mother church or parsonage	mother church or parsonage	at worship site or parsonage	at worship site or parsonage	at worship site or parsonage	at worship site or parsonage	at worship site or parsonage	at worship site or parsonage	
Postage, Copier, Supplies	3,000	3,000	4,000	5,000	6,000	7,000	8,000	9,000	
Equipment, Furniture, Computer	4,000	3,000	3,000	4,000	4,000	5,000	5,000	6,000	
Apportionments (Missions/Pension) Conf/Dist									
Second Mile Local Missions	0	1,000	2,000	est. 4,000	est 8,000	est 16,000	est 32,000	est 64,000	
Worship	3 months	12 months			or build?	or build?	or build?		
Site Rental for worship	0 to 18,000	0 to 72,000	12 to 72,000	12 to 75,000	12 to 75,000	12 to 80,000	12 to 80,000	12 to 85,000	
Utilities for worship site	0 to 2,000	0 to 6,000	0 to 6,000	0 to 8,000	0 to 8,000	0 to 8,000	0 to 8,000	0 to 8,000	
Maintenance/Custodial for worship site	0 to 1,000	0 to 3,000	0 to 3,000	0 to 5,000	0 to 5,000	0 to 6,000	0 to 6,000	0 to 6,000	
Renters/Building/Liability Insurance	2,000	2 to 3,000	2 to 3,000	2 to 3,000	2 to 3,000	2 to 3,000	2 to 3,000	2 to 3,000	
Electronic Equipment for worship	10 to 15,000	10 to 15,000	5,000	5,000	5,000	5,000	5,000	5,000	
Nursery Equipment	2 to 3,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	
Discipleship: Sunday School / Small Group Literature	500	1,000	1,500	2,000	3,000	4,000	5,000		
Part-time Staff as the church grows									
Music Minister	The need for staff will be determined by growth in worship attendance	0 to 4,000	0 to 8,000	0 to 8,000	8 to 16,000	16 to 24,000	20 to 30,000	25 to 35,000	
Children's Minister		0 to 4,000	0 to 9,000	0 to 8,000	8 to 16,000	16 to 24,000	20 to 30,000	25 to 35,000	
Youth Minister		0 to 4,000	0 to 8,000	0 to 8,000	8 to 16,000	16 to 24,000	20 to 30,000	25 to 35,000	
New Comer Visitation Minister		0	0 to 4,000	0 to 8,000	4 to 8,000	6 to 10,000	8 to 12,000	10 to 14,000	
Membership Care Minister	Also, budget for taste & see/elbow events...	0	0	0	0 to 4,000	0 to 8,000	4 to 8,000	6 to 10,000	
Advertising/Marketing									
Saturation Mailings or other marketing	3,000	1 to 3,000	1 to 3,000	1 to 3,000	1 to 4,000	1 to 4,000	1 to 5,000	1 to 5,000	
Signs/Banners for Worship Site	1 to 2,000	500	1,000	1,000	1,000	1,000	1,000	1,000	
Web site, Flyers, banners, radio, theaters, cable, etc.	1,000	2,000	2,000	2,000	3,000	3,000	3,000	4,000	
TOTAL EXPENSES RANGE	38 to 100,000	97 to 175,000	108 to 200,000	140 to 230,000	181 to 257,000	219 to 301,000	262 to 344,000	329 to 395,000	
ROUGH PROJECTION OF FINANCIAL RESOURCES/GIFTS									
Mother/Sponsoring Church - minimum expectations									
- provide housing allowance	up to 6,000	up to 12,000	up to 12,000	0	0	0	0	0	
- provide office supplies, copies, etc.	up to 3,000	up to 3,000	0	0	0	0	0	0	
- provide gift of office computer & desk	up to 2,000	up to 1,000	0	0	0	0	0	0	
- salary support, if possible	up to 23,000	up to 46,000	up to 23,000	0	0	0	0	0	
- "Baby Showers" to provide in kind gifts	0	up to 10,000	5,000	0	0	0	0	0	
District -									
- provide health insurance, if funds needed	7,000	14,000	15,000	7,000					
- provide rent for worship site, if possible	0	0 to 12,000	0 to 24,000	0					
- provide program support, if possible	0 to 4,000	0 to 12,000	0 to 24,000	0 to 12,000					
- encourage special offering from District churches	0	up to 10,000	up to 5,000	0					
Pastor's Fund Raising from FRAN, 3 yr pledges, goal 33,000									
Parish and Community Development Funds	0	0	0	0	0	0	0	0	
Hispanic Ministry Funds	0	0	0	0	0	0	0	0	
Ethnic Local Church Funds	0	0	0	0	0	0	0	0	
Equitable Comp/Key Charge - if available	up to 12,000	up to 22,000	up to 17,000	up to 12,000	up to 7,000	0	0	0	
Conference New Church Funds -	up to 25,000	up to 45,000	up to 30,000	up to 10,000	0	0	0	0	
Offering plate from the new church/leaders	up to 20,000	up to 50,000	up to 150,000	up to 200,000	up to 250,000	up to 300,000	up to 400,000	up to 500,000	
TOTAL POSSIBLE gifts	50 to 140,000	80 to 211,000	240 to 293,000	207 to 241,000	250 to 257,000	300,000	400,000	500,000	
<i>Based on projected worship attendance of:</i>		<i>100</i>	<i>100 to 150</i>	<i>150 to 200</i>	<i>200 to 250</i>	<i>250 to 300</i>	<i>300 to 350</i>	<i>350 to 400</i>	<i>400 to 450</i>
POSSIBLE GIFTS FOR LAND OR BUILDING CONSTRUCTION - there is NO guarantee that any construction or land funds will be available									
DISTRICT building construction grant???	0	0	0	0	0 to 50,000	0	0	0	
Conf. Catch the Vision Funds - construction grants??	0	0	0	0	0 to 50,000	0 to 50,000	0	0	
Parish and Community Development - grants up to \$5,000 might be available for specific projects									

Financial support from the Annual Conference can not be identical for every church start, however, a maximum amount of funding support will be set for each new church early in the appointment process.

Is the pastor full-time or part time? Are the Mother church & District able to provide financial support? Is this start eligible for grants from the General Board of Global Ministries?...