

***Welcome to the adventure that is***

***Parent Affiliated Church Planting in***

***Southern California***

The entire Southern California AG family welcomes you to the most exciting adventure of your lives, winning Southern California to Christ through Church Planting.

From Paul's pattern of Church Planting in the book of Acts down through the early years of our own Assemblies of God/Pentecostal Movement Church Planting has been the most useful entry point to a relationship with Christ. We are honored to have you as part of our team reaching Southern California for Jesus.

The purpose of this manual is to give you an overview of SoCal's Church Planting process. Hopefully you will quickly see we believe in being a TEAM, surrounding, supporting and encouraging each Planter to reach the pinnacle of their call to win SoCal for Jesus!

Contact points you will need in the early stages of this adventure are:

Rich Guerra, Assistant Superintendent over Church Planting and Development  
Office 949-252-8400 Email [rguerra@socalag.org](mailto:rguerra@socalag.org)

Carrie Conklin, Executive Assistant to Rich Guerra  
Office 949-252-8400 Email [cconklin@socalag.org](mailto:cconklin@socalag.org)

Steve Preston, SoCal AG Church Planting Director  
Office 562-428-3451 Email [steve@preston53.com](mailto:steve@preston53.com)

### ***Parent Affiliated Church Planting***

PARENT AFFILIATED (Multi-Site) CHURCH PLANTING refers to a methodology rather than a style. Specifically, it means that an existing church will take responsibility for the new church plant (or revitalization) in total. For all legal and liability purposes each plant would be a ministry of the original church, but each ministry or alternate site/venue may have the option to develop ministries as appropriate to reach their target group or geographic area.

## STEPS TO CHURCH PLANTING IN SOUTHERN CALIFORNIA

*These steps may not be completed in the order presented,  
but should begin with meeting the SoCal AG Church Planting Director.*

*Items in gold are recommended but not mandatory for the Parent Affiliated Church Planter*

**Meet with Church Planting Director for vision casting and engaging the process of planting a church in the SoCal District.**

Bring an essay entitled “My Vision For the Church Plant,” which will answer the questions: When? Where? How? Who? Why?

2. Bring your official Assemblies of God Credentials.

*If you don't have them, you must engage the process by which you would get them.*

3. Receive and complete the background and references forms.

**Establish a relationship with an appropriate Parenting Pastor and church.**

**Begin building a team of prayer partners.**

**Engage the assessment process.**

1. Background and references check
2. Interview with Church Planting Assessment Team
3. Interview with Church Planting Team
4. Interview with Sectional Leadership Team

**Partner with a process coach who will be your advisor through the church planting application and organization process.**

**Attend the next possible Boot Camp. (They are exactly the same in each location nationally.)**

**Funding may be available for this.**

**Receive assignment to a church planting coach who will walk with you through the planting process and for the first year or two of the church's life.**

**Complete the SoCal District Parent Affiliated Church Planting application.**

**Finish requirements, approvals, and launch plan.**

**What can you expect from us?**

**Friendship**

**Coaching**

**Networking with other church planters**

**Support of the entire Church Planting team**

**Potential for funding**

**Ongoing educational opportunities**

**Access to resources normative to all other Assemblies of God churches**

*These steps are not necessary for Parent Affiliation Church Planting*

## CHECKLIST FOR CHURCH PLANTERS

*Items in gold are recommended but not mandatory for the Parent Affiliated Church Planter*

### Interviews and meetings

- Church planting director interview
- Church planter assessment interview
- Boot Camp or equivalent, as agreed to, with partner church and SoCal AG Church Planting

### Operational documents provided by SoCal AG

- Operations Manual for D.A. Churches
- Copy of General Council 501-c-3 with letter from Secretary-Treasurer
- Template for Articles of Incorporation with instructions

### Legal documents with copies to be filed with SoCal AG

- Federal and State corporate numbers (EIN for a Level 1 PA Church Plant)
- Proof of insurances (Master Policy and auto, work comp See District for details)
- Bank account numbers with a list of signatories
- Budget for first year of operation
- Copy of Articles of Incorporation with approved Bylaws
- Demographic study and written ministry plan

### Initial Church Planting Tasks

- Build an identifiable Prayer Team
- Bookkeeping contract with Kingdom Services (Contract number copied to SoCal AG)
- Sign up for CCLI (Contract number copied to SoCal AG)
- Develop list of verified adherents

### Items to be submitted to SoCal AG as applicable (if an existing church or group)

- Copies of all property deeds with SOCAL AG listed
- List of members of church/church directory
- Inventory of church property
- Contracts past, current and pending
- Church credit card information
- List of vendors or service providers
- List of past due invoices
- List of present missionary support
- List of employees with their records
  - Salaries
  - W-2 or 1099
- Church financials
- Contribution records
- Extinguishers and current inspection records
- Vehicles
  - Pink slips
  - Insurance
  - Present status
  - Drivers
- Background check process and data

**CHURCH PLANTING BUDGET WORKSHEET**

<b>Receipts</b>	
Tithes & Offerings	
Missions	
Uncategorized Income	
<b>Totals</b>	
<b>Expenses: Operations</b>	
Missions	
UMF/Church Planting	
Utilities: Electricity	
Utilities: Water/Trash	
Utilities: Gas	
Utilities: Phone	
Lead Pastor Medical Insurance	
Bookkeeping	
Insurance - Liability and Umbrella	
Insurance - Worker's Comp.	
Office Supplies	
Ministry Supplies	
Janitorial Supplies	
Outreach	
Building Lease/Rent	
Alarm System/Security	
Payroll Taxes	
<b>Expenses: As Funds are Available</b>	
Monthly Missions Pledges	
Benevolence	
Lead Pastor Housing	
Lead Pastor Retirement	
District Council and Retreat	
Publications	
Departmental Ministry	
Reserve/Contingency Account	
<b>Total Expenses</b>	
<b>Surplus/Deficit</b>	

### GUIDELINES FOR PASTORAL SUPPORT (Lead Pastor)

Compensation	Monthly	Yearly
Salary		
Housing <sup>1</sup>		
Medical Insurance		
Life Insurance <sup>2</sup>		
Retirement <sup>3</sup>		
Continuing Education		
Other/Allowances		

1. The Church Board must approve the housing Allowance PRIOR to the beginning of each year
2. Maximum of \$50,00 per year before this becomes taxable income to the minister
3. The church should make the check directly to M.B.A, the annuity, IRA or KEOUGH plan

### HOUSING EXPENSE WORKSHEET

Down Payment on a home	\$
Installment Payments on loans	\$
Furnishings	\$
Real Estate Taxes	\$
Home Insurance	\$
Home Repairs	\$
Utilities	\$
Other Expenses	\$
TOTAL for the coming YEAR	\$

## **AG CHURCH MULTIPLICATION NETWORK MATCHING FUNDS QUALIFICATIONS**

1. Lead planter has Assemblies of God credentials in good standing.
2. Lead planter and/or planting team has developed a partnership with a district, parent church or collaborative group of churches.
3. Lead planter has been assessed utilizing a partner approved assessment process.
4. Planting team has completed a partner approved Boot Camp or church planter training process prior to the launch of the church.
5. The lead planter and/or planting team will present a ministry plan describing their strategy for starting the new church. The plan must include an intentional strategy for Kingdom expansion through multiplication.
6. The ministry plan must propose a process that will result in a “church” as defined by the General Council of the Assemblies of God.
7. New church plants are eligible to apply for the matching funds from General Council and the SoCal District one time during the start-up phase (up to the date of the launch of public services) of the church planting project. The partner and church planter will determine when to apply for the funds.
8. Lead planter will agree to participate in a minimum of one coaching/mentoring session per month with a partner approved coach/mentor.
9. At least 50% of the donor funds must be actual cash. The other 50% may be signed pledges for a maximum period of 12 months.
10. Donor funds must include finances raised directly by the planter utilizing his or her own personal network.
11. The planting team must participate in partner approved “next step training” events during the fund replenishment period.
12. The partner(s) and planting team must sign an agreement document that in the event the church is unable to replenish the General Council matching funds, the partner(s) will be responsible to replenish the balance of the matching fund amount.
13. The new church is expected to tithe monthly on the total income from undesignated tithes and offerings, with 50% of the tithe given to missions endeavors at the discretion of the new church. The remaining 50% will be used to replenish the AGCMN funds until the original investment is returned. The replenishment process will be administrated by the U.S. Missions finance team.
14. Once the original investment has been replenished in the AGCMN fund, the newly planted church will agree to continue to invest 1% of their annual income in perpetuity into the AGCMN fund.

## **THE REVERSIONARY CLAUSE**

The Reversionary Clause as printed below must be included on each and every deed of property owned by the church at present or in the future. This clause is intended to protect the assets of the church.

**Reversionary Clause is a part hereof this document: "As a condition of this Deed which is to be perpetuated, should (Name of Church), Inc. cease to be a member in good standing of the Southern California District Council of the Assemblies of God, Inc., this property then becomes the property of Southern California District Council of the Assemblies of God, Inc."**

**ARTICLES OF INCORPORATION****OF****Name of Church**

## I.

The name of this corporation is:

**Name of Church**

## II.

- A. This corporation is a religious corporation and is not organized for the private gain of any person. It is organized under the Nonprofit Religious Corporation Law exclusively for religious purposes.
- B. The specific purpose of this corporation is to operate a church that is affiliated with the Southern California District Council of the Assemblies of God, Inc.

## III.

The name and address in the State of California of this corporation's initial agent for service of process is:

James L. Chapman  
17951 Cowan  
Irvine CA 92614

## IV.

- A. This corporation is organized and operated exclusively for religious purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code.
- B. No substantial part of the activities of this corporation shall consist of carrying on propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate or intervene in any political campaign (including the publishing or distribution of statements) on behalf of any candidate for public office.

## V.

The property of this corporation is irrevocably dedicated to religious purposes, and no part of the net income or assets of this corporation shall ever inure to the benefit of any director, officer or member thereof or to the benefit of any private person. Upon the dissolution or winding up of the corporation, its assets remaining after payment, or provision for payment of all debts and liabilities of this corporation shall be distributed to the **Southern California District Council of the Assemblies of God Inc.**, if at the time of the dissolution of this Corporation the **Southern California District Council of the Assemblies of God Inc.** is then organized and operating exclusively for religious purposes and has established its tax-exempt status under section 501(c)(3) of the Internal Revenue Code.

Further, should **Name of Church** cease to be a member in good standing of the **Southern California District Council of the Assemblies of God, Inc.**, whether by resignation or revocation of membership, then, after

payment or provision for payment of all debts and liabilities of this corporation, all real property and other assets of this corporation shall be distributed to **Southern California District Council of the Assemblies of God, Inc.**

In the event that the **Southern California District Council of the Assemblies of God, Inc.** declines to accept said property or shall not be organized and operating exclusively for religious purposes, upon the dissolution or winding up of the corporation, the assets of this Corporation remaining after payment, or provision for payment, of all debts and liabilities of this corporation shall be distributed to the **General Council of the Assemblies of God**, with headquarters in Springfield, Missouri, which is organized and operating exclusively for religious, charitable purposes, and which has established its tax exempt status under section 501(c)(3) of the Internal Revenue Code.

In the event that the said **General Council of the Assemblies of God** is not then in operation, or declines to accept said property, the remaining assets after providing for all debts and obligations, shall be transferred to a non-profit organization organized exclusively for religious purposes, and which has established its tax exempt status under section 501(c)(3) of the Internal Revenue Code.

#### VI.

These articles of incorporation may not be amended without the written consent of the Southern California District Council of the Assemblies of God, Inc.

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James L. Chapman, Incorporator