Pennsylvania North American Missions

Church Planting Application Process

1. Any individual wishing to start a preaching point, daughter-work, or North American Missions church with the Pennsylvania District of the United Pentecostal Church International must request an application from the PA District North American Missions (NAM) Director. The NAM Director will email the appropriate application to the potential applicant within a week of receiving the request. This email will include a list of the following requirements needing to be submitted with the application.

Preaching Point
No additional requirements to be submitted with the application.

Daughter Work
Must be accompanied by an outline of the applicant's daughter-work policy and/or plan for the work.

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Letters of recommendation are required from the applicant's pastor (if applicable) and two personal references. Applicants outside of the Pennsylvania District must also submit letters of recommendation from their current District Superintendent and Sectional Presbyter.

2. The application and any required documents are to be submitted to the NAM Director. Upon receipt, the NAM Director will notify the applicant the application has been received and is in process. The NAM Director will forward the submitted documentation to the NAM Executive Team comprised of the District Superintendent, Presbyter of the Section where the new work will be located, and the NAM Director.

3. The NAM Executive Team will review the application and determine if there are any negative aspects of starting a church in the area under consideration. The Sectional Presbyter may consult with any local pastors who may be affected. Regardless of application type being considered, the NAM Executive Team review, meetings, vote, and approval and/or recommendation should be completed within one month of the application being received. The following guidelines below will be followed depending upon application type being considered.

Preaching Point
If the target town is on the District Board "Pre-Approved Target Town List" and there are no concerns with the applicant; the application is approved with a majority vote of the NAM Executive Team. The church status form is submitted to UPCI Headquarters by the NAM Director. If the target town is not on pre-approved list and/or there are concerns with the applicant, the NAM Director will submit the application to the District Board for determination with the NAM Executive Team's recommendation.

If the District Board approves the application, the District Superintendent will notify the NAM Director to submit church status form to UPCI Headquarters. The NAM Director will schedule to meet with the approved applicant to go over all benefits, resources, and training available to the new work.

Daughter Work
The NAM Director will set up a meeting with the applicant to meet with the NAM Executive Team. This meeting will be used to review the applicant's plan regarding location, leadership structure, and

daughter-work policy. The goal is not to deter, but to bring to light any areas where advice may need to beneficial. Questions regarding areas of concern may be asked. After the meeting a vote will be held by the NAM Executive Team. The NAM Director will submit the application to the District Board for determination with the NAM Executive Board's recommendation. The District Board may choose to require a meeting with the applicant.

If the District Board approves the application, the District Superintendent will notify the NAM Director to submit church status form to UPCI Headquarters. The NAM Director will meet with the approved applicant, NAM Secretary, and Sectional NAM Director to go over all benefits, resources, and training available to the new work.

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The District Superintendent must follow up on all letters of recommendation for out-of-district applicants as well as anyone else that the NAM Executive Team feels may be able to provide background information beneficial to the determination process. For in-district applicants, the same process applies, however the District Superintendent can assign the follow-up to the Sectional Presbyter. The results of these follow-ups must be communicated to all members of the NAM Executive Team.

The NAM Director will set up a meeting with the applicant to meet with the NAM Executive Team. This meeting is to go over any question and/or concerns raised in the application process, as well as to assess the planning and readiness of the applicant to take this step. After the meeting a vote will be held by the NAM Executive Team. The NAM Director will submit the application to the District Board for determination with the NAM Executive Board's recommendation and schedule a meeting with the applicant to meet with the District Board. The NAM Director will accompany the applicant to this meeting for the purpose of answering questions, bringing relevant matters to the attention of the board, and to foster relationships with any approved applicant.

If the District Board approves the application, the District Superintendent will notify the NAM Director to submit church status form to UPCI Headquarters. The NAM Director will schedule a meeting between the approved applicant and the PA NAM Team to go over expectations and all the benefits, resources, and training available to the new work.