

Calvary Family of Churches – Process Map

Phase 1: Identify/Assess/Endorse (Month 0-6)

- a. Identify lead planter
- b. Assessment with:
 - i. SBC/NAMB
 - ii. Elders from sending church
- c. Endorsement from elders of sending church
 - i. Assessment from A29/NAMB strongly considered

Phase 2: Development (Month 7-9)

- i. Apprenticeship & Residency Begins
- b. Planter
- c. Partner
- d. Prospectus
 - i. Location
 - ii. Timeline
 - iii. Budget
 - iv. Strategy
- e. Community relationships
 - i. 100 list pulled from:
 1. Sending church
 2. Other churches
 3. Community leaders
 4. Neighbors/lost people

Phase 3: Launch Team Development (Month 10-12)

- a. Number 2
- b. Assessments
- c. Vision nights
- d. Team recruitment
- e. Identify meeting location

Phase 4: Gathering (Month 13-15)

- a. Vision Nights
- b. 15 lists
- c. Prayer walking
- d. Community group meeting
- e. Outreach events

Phase 5: Soft Launch (Month 16-18)

- a. Family meeting at sending church
 - i. Establish officers
 - 1. Comprised of elders, deacons, or lay persons
 - ii. Draft Articles of Incorporation
 - 1. The Articles need to have some specific language in them if the church is going to apply for 501(c)(3) status. However, churches are automatically considered tax exempt and are not required to apply for and obtain recognition of tax-exempt status from the IRS
 - iii. Draft By-laws
 - iv. Draft provisional budget
 - 1. Use "Count the cost" tool for projected expenses
 - 2. In conjunction with elders, finance, and personnel team
- b. Approve things such as:
 - i. Bylaws
 - ii. Articles of Incorporation
 - iii. Elders, deacons, officers
 - iv. Opening of a bank account by officers
 - v. Officers approved to sign checks
 - vi. Selection of insurance by officers
 - vii. Fees already spent and reimbursement, if necessary
 - viii. All actions previously done by the Elders/incorporators
 - ix. Charter members
- c. Weekly meeting
- d. Two (2) community groups formed
- e. DNA groups begins

Phase 6: Public Launch

- a. Family business meeting
- b. Ongoing communication with:
 - i. Sending church, CFC, CP, A29
- c. 3+ community groups launched