

## 特別佈道費申請指引

### **A. 背景**

為鼓勵港澳區會屬下堂會和機構為傳揚福音及拯救生靈而舉辦各種特別的佈道活動去接觸那些未曾接觸教會之社區人士，為此，港澳區會每年藉此特別佈道費撥款資助堂會和機構為每年各自的佈道會舉辦特別佈道之預工活動。

### **B. 特別佈道費使用的原則：**

1. 佈道活動及形式不限，但其內容必須有佈道的性質，活動可包括：
  - 1.1 長短期佈道會(一日或一日以上)
  - 1.2 內容帶有福音訊息並針對未曾接觸教會或曾接觸但並未成為慕道友的社區人士(即對像不包括已成為教會慕道友的人士)之戶內或戶外活動(如福音話劇、電影欣賞會、音樂分享會、親子活動、專題講座及研討會……等等)
  - 1.3 交誼活動(如旅行、露營)必須合宜福音訊息的節目和合乎基督徒標準的康樂遊戲並注意健康飲食。
2. 參加者：
  - 2.1 新接觸社區人士：未恆常參加教會聚會之人士
  - 2.2 慕道友：已恆常參加教會聚會而未受洗之人士
  - 2.3 新接觸社區人士及慕道友：佔總參加人數50%或以上，其中新接觸社區人士佔10%或以上
3. 申請費用不包括設備費用，但可以包括膳費及路費。在膳食方面，區會只津助支出的25%，餘額由舉辦堂會及參加者共同承擔，或在某些情況之下不收參加者款項，那餘額便由舉辦堂會承擔。
4. 申請不適用於堂會經常性的聚會及活動。諸如安息日的常規聚會及各事工的團契聚會。一般性的教會活動如浸禮，安息日學來賓日等亦不可申請費用。

### **C. 津貼數額**

所有收支出減去開支後，主辦單位需負擔其餘數，而港澳區會將津貼此餘數之50%。除了個別性質的支出之外，不資助離港活動及不資助邀請海外來港費用(如機票、酒店……等等)。

### **D. 申請辦法**

地方教會須於每年十月提交明年全年為配合佈道會而舉辦的所有特別佈道活動的特別佈道費申予區會行政秘書；遇有臨時須舉辦特別佈道活動的需要時，最遲於活動舉辦前兩個月遞交申請表予區會行政秘書。由區會行政會或執委會通過。

### **E. 報告提交及結算**

- 1.活動後一個月內將活動報告表及、支出單據及活動照片兩張交區會行政秘書。
- 2.年底舉辦之活動特別需要提早交報告以方便會計部年結。

### **F.其他**

佈道所的佈道活動可向全球佈道策略申請撥款。

## **Guidelines of Application for Special Evangelistic Fund**

### **A. Background**

In order to encourage local churches and institutions to reach out to the community through various evangelistic activities to spread the gospel and win souls, the HKMC reserves budget annually to subsidize churches and institutions to hold evangelistic meetings.

### **B. Principle of Employing the Special Evangelistic Fund**

1. There is no limitation on the type of evangelistic activities being held, but they should be evangelistic in nature. Activities may include:
  - 1.1 Long or short evangelistic meeting (1-day or longer)
  - 1.2 Indoor or outdoor activities (e.g. Gospel Drama, Movie Watching, Parent-child activities, Talks on Special Topics or Seminars...etc.) with gospel message which target the unchurched people or those reached but still not being the catechumen (seekers) from the community (that means it should not include seekers as the target people).
  - 1.3 Social activities (e.g. Picnic, Camping) that include gospel message. Recreation activities should be conducted basis on Christian principles as well as the food and dishes provided should be healthy.
2. Participants
  - 2.4 GUESTS : All those unchurched in the community who have not yet attend church services regularly.
  - 2.5 SEEKERS : All those attending church services regularly but not yet baptized.
  - 2.6 GUESTS and SEEKERS : 50% or above of the total number of participants, of which 10% or above are GUESTS.
3. The fund is not used for equipment purchasing but can be used in meal and transportation expenses. As for the meal expenses, HKMC shall bear 25% of the expenses and the balance be borne by the local church and the participants together; or in some occasions the meal is free to the participants, in these cases, the local church bears the balance total.
4. It is not applicable to those regular church meetings or activities. Such as the regular meetings on the Sabbath-day or those ministries' fellowship meetings. It is also not applicable to general church activities such as baptism or the Visitors' Day of the Sabbath School.

### **C. Subsidizing Amount**

The total expenses minus income, the hosting party bears the balance and HKMC helps subsidizing 50% of that balance. Besides those particular expenses, the fund is not applicable to overseas activities, expenses yielded by overseas guests (e.g. Air-ticket, Accommodation...etc.).

### **D. Application**

The local church must submit all of their Special Evangelistic Fund applications to HKMC's Executive Secretary in October of each year which will be conducted to prepare for their annual evangelism; in case of unexpected needs to conduct special evangelistic activities, the applications should reach HKMC's Executive Secretary 2 months before the event date. All applications shall be voted within the HKMC's ADCOM or EXCOM.

### **E. Reporting & Bills Settling**

1. Submit the activity report, receipts of expenses, and two photographs of the activity to the HKMC's Administrative Secretary of HKMC within one month after the completion of the activity.
2. Activity held at the end of the year should submit the report as soon as possible to let the accounting office finalizing the financial report of the year.

### **F. Others**

Company and New-work can apply evangelistic funding from the HKMC's Global Mission Director.