

## **CONFERENCE ADVANCE SPECIAL REQUEST FORM and COVENANT**

Agencies and Ministries requesting **Conference Advance Special** status for the new Annual Conference must first understand what a Conference Advance Special is. (See Paragraph 655 in the 2008 Book of Discipline.)

### A. Policy/Process

1. Conference Advance Specials, by *Discipline*, are projects located within the bounds of the annual conference or episcopal area. (Ministry may be done beyond the bounds of the conference, but the project's fiscal agency must reside within these bounds.)
2. Advance Special giving is "second mile" giving. This means the churches need to be on track to pay all *apportioned* conference benevolences before making contributions to an Advance Special.
3. Agencies requesting an amount for an Advance Special are not guaranteed that the amount will be raised and available. It is not budgeted by the conference. The amount raised depends on "second mile" giving by churches or individuals. Conference Advance Specials are not part of *Apportionments or the Conference Budget*.
4. Each Conference Advance Special is assigned a number and churches receive mission credit if they donate by the Conference Advance Special number through the Conference Treasurer. New numbers will be assigned our new Conference Advance Specials. (General Conference grants their own General Advance Special numbers to Advance Specials, which are approved by the General Board of Global Ministries. This is a different application process and the two should not be confused. Agencies and ministries within the new conference can make application and obtain Advance Special status at either or both levels.)
5. Having Conference Advance Special status permits an Agency or Ministry to solicit donations from all churches in the Conference. Without Conference Advance Special status, this type of fund raising is not allowed.
6. Agencies/Ministries need to recognize that Conference Advance Special donations are raised only through the effort and hard work of each Agency/Ministry. It is up to the Agency/Ministry to promote its programs in order to obtain financial support from the churches.
7. Conference Advance Special status is approved by the Annual Conference at the recommendation of the New ACT team. Agencies/Ministries must apply for Conference Advance Special status by completing the Request Form and Covenant (attached).

8. Approval will be to the end of the Quadrennium (2012). The Conference Secretary of Global Ministries reserves the right to remove an Agency/Ministry that is not supported by churches.
9. Applications for new Conference Advance Specials will be accepted each year. Applications this year must be received by the Conference Secretary of Global Ministries (CSGM) by March 1, 2010 in order to be reviewed and recommended to be sent for approval at the organizing session of the new Annual Conference on June 19, 2010. Applications are to be sent to the current conference CSGM:
  - NCNY - Rev. Jeffrey B. Childs, PO Box 38, Grand Island, NY 14072. [revchilds@hotmail.com](mailto:revchilds@hotmail.com)
  - TROY - Mrs. Alice Trost, 2678 NY Highway 43, Averill Park, NY 12018 [abtrost24@aol.com](mailto:abtrost24@aol.com)
  - WESTERN NY - Ms. Audrey Smith, POBox 217, Dalton, NY 14836 [amelodee@frontiernet.net](mailto:amelodee@frontiernet.net)
  - WYOMING - Ms. Joyce Miller, 15 Forrest Ave. Oneonta, NY 13820 [millerumw@verizon.net](mailto:millerumw@verizon.net)

## COVENANT

This Covenant is between \_\_\_\_\_  
 (“Agency/Ministry”) and the Board of Global Ministries of the new Annual Conference of the United Methodist Church in upper New York.

Whereas many of our churches want an opportunity to participate and support the Agency/Ministry through “second mile” giving, and

Whereas the Agency/Ministry understands that being an Advance Special only authorizes churches to designate “second mile” giving to the Agency/Ministry and does not guarantee the amount requested will be raised, but depends on the fund raising efforts of the Agency/Ministry,

The Agency/Ministry agrees that it is responsible to raise the requested amount by putting in the effort necessary to promote its programs so churches become aware of the Ministry and its programs and are encouraged to provide support through “second mile” giving.

The Conference Secretary of Global Ministries agrees to enable the Agency/Ministry to solicit donations from Conference churches by providing Advance Special Status through Annual Conference action as recognition of the Agency/Ministry’s importance. As an Advance Special, an Advance Special Number (ASN) will be assigned to the Agency/Ministry, and list the Agency/Ministry, its ASN, and the Agency/Ministry contact and phone number in an Advance Special booklet and listing on the conference website. This will enable local churches to receive mission-giving credit for their “second mile” giving, thus encouraging the local churches to support the Agency/Ministry.

(Names) \_\_\_\_\_  
 for the Agency/Ministry A Conference Secretary of Global Ministries

Jeffrey Childs – NCNY

Alice Trost – Troy

Audrey Smith – WNY

Joyce Miller – Wyoming

**REQUEST FORM  
FOR LISTING AS A 2010-12  
CONFERENCE ADVANCE SPECIAL**

of the new Annual Conference of the United Methodist Church in upper New York

Program/Ministry: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_ Phone: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

Amount Requested: \_\_\_\_\_

This amount represents \_\_\_\_\_% of the program/ministry's annual budget. If possible, please attach a financial report or budget to illustrate how the amount requested is part of a larger funding strategy.

Please include a project brochure, photos or materials that are pertinent to this application.

Describe the program/ministry. (This description will be used in the brochure, web listing and other printed materials for the new annual conference.)

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How is the program/ministry consistent with the Working Vision and Purpose Statement of the new Annual Conference of the United Methodist Church in upper New York.? (go to: <http://www.uppernewyork.org>)

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In what way is the new conference or one of its predecessors involved in your program/ministry? Has this ministry been approved as an Advance Special by that conference?

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**NOTE:** Contributions made by a local church to a program/ministry should be sent to the Conference Office by local church treasurers using the monthly remittance sheet.

- I understand that Conference Advance Special applications for the years 2010-12 will be considered and approved at the June 19, 2010 session of the new Annual Conference.
- I understand that if approved, the program/ministry will be listed as a Conference Advance Special as of July 1, 2010.
- I understand that the amount requested is not guaranteed upon approval – but is a goal communicated to the churches of the new conference with the hope that churches will respond to the need.
- I believe that there is an advantage to the program/ministry which I represent being part of the new Conference Advance Special listing. The program/ministry will tell its story to raise funds from local churches in the new conference.

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Name of Agency/Ministry Contact Person

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Date