

# Guidelines for Transferring Church Buildings to Congregations

## Congregational Leadership Structure:

Franconia Mennonite Conference (FMC) encourages churches to develop and utilize leaders within the members of their congregation. These leaders would ensure member involvement within the administration of the church, as well as provide for a continuity and longevity for the church. **Congregation should be able to:**

- Describe the existing congregational leadership structure(s).  
*Provide listing of committees/boards that operate within the congregation.*
- Provide a track record of stability/growth (i.e. attendance, leadership continuity, etc.).  
*Provide attendance records, committee reports/records for the last five years.*

## Financial/Legal Structure:

FMC encourages churches to establish themselves as a legal entity, to be incorporated, to be insured, and to become financially self-sufficient. **Congregation should be able to:**

- Show they are incorporated and have By-Laws in place, to formalize the church structure.  
*Provide documentation of church structure/ownership and church By-Laws.*  
(Advice can be provided and samples of By-Laws from other churches are available at the conference office.)
- Show there is adequate liability and property insurance coverage to protect the church and its members.  
*Provide documentation of insurance coverage.*  
(Advice can be provided from the conference office.)
- Show that the congregation is making an annual budget.  
*Provide budget for the current year.*  
(Sample budgets of other churches are available at the conference office.)
- Show they are able to meet their budget for five years.  
Show how they are doing financially. Show that financial reports are produced annually.  
*Provide a financial report that compares actual to budget for each of the last five years.*

## Faith/Mission:

FMC recognizes that while common faith unites, the diversity of our congregations necessitates freedom in worship, congregational structure, and expression of common faith. **Congregation should be able to:**

- Accept/understand church-wide doctrinal statements as its standard for faith & practice.  
(i.e. *Confession of Faith in a Mennonite Perspective*, 1995; *Mennonite Polity for Ministerial Leadership*, 1996)
- Describe the mission of the congregation and how it responds to the Great Commission of Jesus Christ.  
*Provide a congregational mission statement or summary of congregational core values.*

## Participation in Conference:

FMC encourages congregations to be involved with other churches and to be accountable to others. FMC provides such a forum and encourages participation in its activities. **Congregation should be able to:**

- Provide documentation that pastor is credentialed by FMC.
- Show how the Conference Pastor is involved with congregation.  
*Provide examples of how the Conference Pastor has worked with the congregation.*
- Describe what the congregation sees as its role within FMC.  
*Provide examples of how the congregation has worked with FMC.*
- Be willing to give and receive counsel within the Conference.  
Be willing to share generously with the Conference its vision, prayers, members, and financial support.  
*Provide lay delegates that represent the congregation to the Conference Assembly.*