

# **Short-Term Missions Support Raising**

## **THE TEAM BUILDING APPROACH**

### **Building a Support Team**

Each individual team member will be responsible for developing his or her own support team. The support team consists of:

- Prayer Supporters
- Encouragers
- Financial Contributors

The concept is to develop a team, not just raise funds. The most important need for the team member is for people to pray for him or her before and during the project.

### **The Team**

The idea of the team is to involve as many people in the mission experience as possible. The team:

- is a ministry through you to the team (TEAM = goers + prayer support + senders)
- is a means by which others can share in the blessings of the mission (Phil. 4:17)
- is a Biblical approach (2 Cor. 8:4)
- is a means by which others become World Christians through giving

You should seek people that you want on your team, not those who you think will give money. Remember, if the prayer support is in place, everything else will fall into place.

### **Raising Funds**

If an individual cannot pay for their trip, the most effective proven method to raise individual funds is to write a letter for distribution to friends, family, co-workers and church members. Professional fundraisers for large organizations will tell you that people will give to people they know. Potential contributors are happy to have the opportunity to invest in someone they know personally or an endeavor they care about.

#### ***Prepare the team list***

- **For financial support, at least 20 names for a Honduras or Mexico trip and 30 names for any Ends of the Earth trip.**
- Not all Sugar Creek Baptist Church members (75% outside our church)
- Friends, relatives, co-workers Christian contacts

#### ***Write the Letter***

You are asking people to support the ministry of Sugar Creek Baptist Church . If you are asking for financial contributions, you are asking them to help with the cost that you will incur by conducting the ministry (transportation, meals while on the field, in-country housing, visa, travel insurance, etc.) A common testimony for team members is that while they were initially put off by the idea of sending support letters, the experience turned out to be a highlight of the entire trip.

### **The following guidelines will help you in writing your support letter:**

- There are two types of letters:
  1. letter sent out asking for prayer support only (if you are paying your own way)
  2. letter sent out asking for prayer and financial support
- Compose your own letter. It is unwise to copy from a sample letter. The last thing a donor wants is four copies of a letter with four different signatures. People prefer to read a personal letter.
- Include the following information in the letter:
  1. information about the country/culture you are going to
  2. information about the sending organization (the church) and the hosting organization (the agency or national church).
  3. description of what the team will be doing (why the team is doing this particular project)
  4. the cost of the trip (the same for each individual team member)
  5. you may want to recommend a giving amount (\$25, \$50, or \$100)
  6. why you want to be involved on the trip (reasons for going that you feel strongest about)
  7. how you would like the reader to be involved (prayer, financial, both)
  8. **all checks must be payable to Sugar Creek Baptist Church**
  9. **mail the check to you (the team member)**
  10. the date you need the money
  11. **contributors are not to write on the memo line of the check**
- Include a response slip for them to send to you.
- Keep the letter brief (one page).
- Include a Sugar Creek Baptist Church designated policy slip with every letter.

### **Send the Letter**

Mail the letter, response slip, Sugar Creek Baptist Church policy slip, and a self-addressed envelope to the list of potential supporters by the deadline set by the team leader. Sugar Creek Baptist Church does not supply postage, envelopes, or copies of letters.

### **Follow-up**

It is the team member's responsibility to keep accurate records of who has supported them and at what amount. Following the trip, each team member must send a follow-up letter to each person who supported them on the trip, whether by prayer, finances or encouragement. The letter should detail what happened on the project and how it affected them. There is nothing more discouraging than to support someone in a mission trip and then to never hear from that person again. By sharing your experiences with your support team, you continue to spread the burden and heart for world missions.

## SCBC Policy Slip

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All contributions to Sugar Creek Baptist Church missions are non-refundable. To be tax deductible you must:

1. Make checks and money orders payable to Sugar Creek Baptist Church .  
Do **NOT** write a project or individual name on the face of the check (including the memo line).
2. Enclose a note stating which project and/or individual you are supporting.
3. Mail the check **to the individual** you are supporting.

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