

light
for the lost

Policy Manual

Light For The Lost Policy Manual

Compiled in cooperation with Assemblies of God US Missions/Assemblies of God World
Missions policies approved by the General Council Executive Presbytery
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Introduction

The mission of Light for the Lost is “to empower men to provide God’s Word to every person on the planet.”

- Light for the Lost (LFTL) provides diversified resources including audio, visual and printed materials.
- The guiding principle is that all Light for the Lost assistance must be used to provide resources directly related to evangelism.
- Light for the Lost is initiated by men’s ministries, administrated by National Men’s Ministries, but fulfilled through the church as a whole.
- Light for the Lost is a volunteer, charitable ministry of Assemblies of God Men’s Ministries, operated under the supervision of the General Council of the Assemblies of God.

This manual provides information and guidelines concerning Light for the Lost policies and procedures approved by the Executive Presbytery of the General Council of the Assemblies of God.

This manual is made available to each district superintendent, district men’s director, district LFTL coordinator as well as the executive leadership of the General Council, executive leadership of Assemblies of God US Missions (AGUSM) and executive leadership of Assemblies of God World Missions (AGWM).

It is the responsibility of each member to keep his copy current by inserting revised and/or additional pages as they are provided by the national LFTL office.

I. Resources

The guiding principle is that all Light for the Lost assistance must be used to provide resources directly related to evangelism.

A. Materials

Light for the Lost funds provide diversified resources including audio, visual and printed materials of tangible application. Light for the Lost further defines tangible as “having physical substance.”

Light for the Lost provided resources are used solely for the presentation of Scripture or the gospel message.

Such resources include but are not limited to:

- Salvation-type tracts for general distribution
- **Immediate** post-salvation follow up materials
- Media designed for the purpose of evangelism
- Bibles and Scripture portions for evangelism and/or new converts

Requests for postage/freight should be included in initial application for funds.

B. Eligibility

The following personnel are eligible for Light for the Lost assistance:

1. ***Nationally Appointed Missionaries:*** Nationally appointed missionaries and ministries in good standing with Assemblies of God US Missions and Assemblies of God World Missions are eligible to receive Light for the Lost assistance.
2. ***Nationally Endorsed Ministries:*** Those ministries recognized by the General Council of the Assemblies of God as endorsed/partner ministries are eligible to receive Light for the Lost assistance.
3. ***District Projects:*** District appointed missionaries and district endorsed evangelism-specific events are eligible to receive Light for the Lost assistance. Local churches requesting Light for the Lost assistance must be regular contributors to Light for the Lost.

Eligibility for Light for the Lost assistance does not guarantee receipt of funds. Assistance depends upon the ability of the districts to raise the necessary funds.

C. Procedures

Light for the Lost assists various areas of ministry beyond the US and World Missions divisions. Such projects will be considered by the LFTL Special Projects Steering Committee case by case.

1. Applications

- a. **Assemblies of God US Missions:** AGUSM applications originate from the missionary through the national director of various departments.

AGUSM National Directors verify pertinent information and forward the application to the AGUSM finance department. All applications are then reviewed and acted upon by the LFTL/AGUSM Steering Committee.

- b. **Assemblies of God World Missions:** AGWM applications originate from the missionary through the area director. Upon approval of the area director, said application is then forwarded to the regional director for approval.

AGWM Regional Directors verify pertinent information and forward the application to the AGWM finance department. All applications are then reviewed and acted upon by the LFTL/AGWM Steering Committee.

- c. **Special Projects:** All applications originate through the district men's director or LFTL coordinator and the district missions director or district superintendent.

The district office will verify pertinent information and forward the application to the national Light for the Lost accountant. All applications are then reviewed and acted upon by the LFTL Special Projects Steering Committee.

A missionary/ministry may not solicit Light for the Lost funds for resources until after the application has been formally approved. After approval has been granted, the missionary/ministry may contact district leadership and offer to assist in the raising of such funds.

2. Steering Committees

- a. **AGUSM Steering Committee:** The LFTL/AGUSM Steering Committee shall consist of the Executive Director and Executive Director Assistant of Assemblies of God US Missions, the National Director and Administrative Director of Light for the Lost, and a member of the LFTL National Advisory Committee. The Steering Committee shall be chaired by the National Director of Light for the Lost. The Assistant General Superintendent is an ex-officio member.

Resources to the committee shall include the national directors and essential personnel of LFTL and AGUSM.

- b. **AGWM Steering Committee:** The LFTL/AGWM Steering Committee shall consist of the Executive Director and Administrative Director of Assemblies of God World Missions, the National Director and Administrative Director of Light for the Lost, and a member of the LFTL National Advisory Committee. The Steering Committee shall be chaired by the National Director of Light for the Lost. The Assistant General Superintendent is an ex-officio member.

Resources to the committee shall include the regional directors and essential personnel of LFTL and AGWM.

- c. **Special Projects Steering Committee:** The LFTL Special Projects Steering Committee shall consist of a district men's director, an Assemblies of God layman, the National Director and Administrative Director of Light for the Lost, and a member of the LFTL National Advisory Committee. The Steering Committee shall be chaired by the National Director of Light for the Lost. The Assistant General Superintendent is an ex-officio member.

Resources to the committee shall include the national directors and essential personnel of LFTL.

District men's director and layman positions are to be appointed annually by the LFTL national director.

3. District Commitments to Projects

When a project has been approved by the respective steering committee, a copy of the approved application will be sent first to the home district of the missionary or ministry. If the home district is not able to commit to the entire project, the application will be sent to other districts. The national Light for the Lost office shall monitor the ongoing status of each district in cooperation with district leadership.

Districts should be willing to commit to projects not based upon present funds but to the vision of raising such funds.

4. Disbursements

- a. ***Nationally Appointed Missionaries:*** Funds will be transferred from the Light for the Lost account into the missionary's account via signed written approval from the national Light for the Light office. Disbursements from the account can be made only on evidence that the missionary will be using the funds in a timely manner as required by Assemblies of God US Missions and Assemblies of God World Missions policies.
- b. ***Nationally Endorsed Ministries:*** Funds will be disbursed from the Light for the Lost account via signed written approval from the national Light for the Light office. Disbursements from the account can be made only on evidence that the ministry will be using the funds in a timely manner. When funds are requested in the name of a nationally appointed missionary, disbursements will be made through the missionary account. (See Nationally Appointed Missionaries)
- c. ***District Projects:*** Funds will be disbursed to the district office from the Light for the Lost account via signed written approval from the national Light for the Light office. The district office will be responsible for proper distribution to the approved projects. Disbursements from the account can be made only on evidence that the ministry will be using the funds in a timely manner.

Light for the Lost will provide funding for projects as it becomes available and in consultation with district, Assemblies of God US Missions and/or Assemblies of God World Missions leadership.

5. Reporting

- a. **Nationally Appointed Missionaries:** A special disbursement report (SDR) will be sent, for reporting purposes, to be returned by the missionary in accordance with Assemblies of God US Missions and Assemblies of God World Missions policies.

Any funds not used for the approved project must be returned to Light for the Lost. Funding for a project is to be spent **ONLY** for the approved items. If additional funds are needed, a new application should be submitted.

Delinquent reporting will be subject to Assemblies of God US Missions and Assemblies of God World Missions policies.

- b. **Nationally Endorsed Ministries/District Projects:** A special disbursement report (SDR) will be sent, for reporting purposes, to be returned by the ministry/district within 60 days of disbursement.

Any funds not used for the approved project must be returned to Light for the Lost. Funding for a project is to be spent **ONLY** for the approved items. If additional funds are needed, a new application should be submitted.

Delinquent reporting may adversely impact future opportunities.

II. Leadership

A. National Director

There shall be a director of the Light for the Lost department who shall supervise the ministry of Light for the Lost. The director shall be nominated by the division chairperson in consultation with the LFTL Advisory Committee, appointed by the Board of Administration, ratified by the Executive Presbytery, and reported to the General Presbytery. The Light for the Lost Department director shall be amenable to the chair of the Church Ministries Division.

B. Development

The national Light for the Lost office shall provide local, district and regional leadership the opportunity of development. This shall include but not be limited to:

- Training events
- Leadership conference/conventions
- Strategy sessions

C. National Advisory Committee

There shall be a Light for the Lost Advisory Committee, which shall consist of an appointed representative of each region, nominated by the LFTL National Director in consultation with the National Advisory Committee and confirmed by the Executive Presbytery.

The composition of this committee shall be a combination of local and district leaders, including Assemblies of God laymen, the LFTL National Director and Administrative Director, and chaired by the LFTL National Director. The majority membership shall be Assemblies of God laymen. The assistant General Superintendent is an ex-officio member.

The advisory board shall meet annually. Additional meetings may be scheduled at the request of the National Director. The appointed representatives shall serve two-year terms, not to exceed two consecutive terms.

III. Promotion and Administration

A. Allocation of Funds

Eighty percent of all LFTL income provides evangelism resources to eligible missionaries and ministries. The funds are governed through an application system as described in the Resource section of this manual.

Ten percent of all LFTL income from each district shall be returned to that district for the purpose of promotion and administration of Light for the Lost at the discretion of the district officary, in consultation with LFTL district leadership. An annual report of the usage of such funds shall be submitted to the national office.

Ten percent of all LFTL income shall be retained by the National Light for the Lost office for the purpose of promotion and administration of Light for the Lost.

The allocation of LFTL income shall be restricted to those contributions received by the national office. To ensure proper giving credit, all contributions must be postmarked by December 31 of the current year and must be received in the national office no later than the date set annually by the general treasurer of the Assemblies of God. Contact the national Light for the Lost office for detailed information.

B. Promotional Opportunities

The promotion and fundraising activities of Light for the Lost would include but not be limited to:

- District faith promise tours
- District men's ministries events
- Councilman program
- Promotion/awards events
- District leadership conferences/conventions
- District council functions
- Financial Services/Estate Planning
- Local church services and missions conventions
- Other ministry activities which enhance and promote Light for the Lost.

Suggested guidelines for promotional opportunities are available upon request from the national office.

C. National Light for the Lost Day

National Light for the Lost day is the first Sunday of May annually. The purpose of this designated Sunday is to present to our constituency the ministry of Light for the Lost and to allow opportunity for their involvement.

The local church should be encouraged to schedule this emphasis at anytime during the year should the designated day not be available.

