



Published August, 2025 (Canada)

Church Administration & Finance Guide

FISCAL YEAR 2025-2026

Introductory Letter	1
Helpful Contacts & Resources	2
Key Dates and Reporting Schedule	3
Ministry Shares Annual Cycle	4
Ministry Shares Allocations	5
Online Giving	7
Remittance Form	8
Ministers' Pension	10
Ministers' Compensation 2025	11
Salary Information	12
Church Year Calendar	13
Additional Resources	14
Accredited Agencies	15

Dear Church Administrator / Treasurer,

Thank you for the important role you play in your congregation. Your dedication to administration, budgeting, and organization helps your church function smoothly and allows the gospel to reach far beyond your walls. Much of the church's ministry wouldn't be possible without your faithful service — we are deeply grateful for you.

We've put together this Church Administration and Finance Guide as a practical tool to support the important work you do.

Key Information Included:

- Important dates and reporting schedules
- Ministry Shares details and remittance forms
- Ministers' Pension information
- The latest compensation survey
- The 2025 Church Year Calendar

We also want to recognize the vital, collaborative nature of the Ministry Shares program. Your church's participation allows all CRC congregations to join together in generosity — multiplying our impact across Canada and around the world. Your church's annual Ministry Shares pledge is a key part of this shared mission. It enables us to plan responsibly, allocate resources effectively, and bring ministry vision to life. We encourage you to engage your congregation in prayerful discussion about your pledge for the upcoming fiscal year, and to submit your commitment to the Canadian Advancement Team between October 2025 and February 2026.

If you have questions or need additional support, our Canadian Ministries team is here to help. We've also included a list of contacts and additional resources below to guide you.

We are grateful for your partnership in the gospel. Together, we are sharing God's love and transforming lives — thank you for being part of this covenant relationship.

If there's anything you need, please don't hesitate to reach out.

In Christ,



Al Postma

Al Postma
Executive Director (Canada)
apostma@crcna.org



Roshani

Roshani Morton
Director of Advancement (Canada)
rmorton@crcna.org

Helpful Contacts & Resources

Administration

Al Postma, Executive Director – apostma@crcna.org
Anna Bowes, Senior Administrative Assistant – abowes@crcna.org
Terry Veldboom, Chief Administrative Officer – tveldboom@crcna.org
Julie Cruickshank, Human Resources Director – jcruickshank@crcna.org

Advancement

Roshani Morton, Director of Canadian Advancement – rmorton@crcna.org
Rebecca Reeve, Advancement Church Engagement Coordinator – rreeve@crcna.org
Cathy Fraser, Advancement Administrator – cfraser@crcna.org

Bridge App

Ken Bosveld, Resource Coordinator – kbosveld@crcna.org
Rachel VandenBurg, Program Administrator – rvandenburg@crcna.org

Canadian Justice & Reconciliation Ministries

Adrian Jacobs, Senior Leader for Indigenous Justice and Reconciliation – ajacobs@crcna.org
Cindy Stover, Justice Mobilization Program Manager – cstover@crcna.org

Intercultural Ministries

Jeremiah Basuric – jbasuric@crcna.org
Sebastian Maldonado – smaldonado@crcna.org

Gift Entry – giftentry-ca@crcna.org | 888-827-5272

Jacquie van der Velde-Hulst
Janice Sanderson

Thrive

Lesli van Milligen, Director – lvanmilligen@crcna.org
Becky Jones, East Regional Connector – bjones@crcna.org
Liz Tolkamp, West Regional Connector – ltolkamp@crcna.org

ReFrame Ministries

Paul Vandersteen, Church & Donor Relations Manager, Canada East - pvandersteen@reframeministries.org
Nate Wright, Church & Donor Relations Manager, Canada West - nwright@reframeministries.org

Resonate Global Mission

Kevin DeRaaf, Resonate Global Mission Director - kderaaf@crcna.org
James Vanderlaan, Director of Mission Advancement - jvanderlaan@resonateglobal.org
Beth Fellingner, Regional Mission Leader, Canada East - bfellinger@resonateglobal.org
Tim Sheridan, Interim Regional Mission Leader, Canada West - tsheridan@resonateglobal.org

Calvin Seminary

Shawn Brix, Canadian Church Relations Liaison - srb08@calvinseminary.edu

General Inquiries & Church Support

800-272-5125 | info@crcna.org

Additional Resources

- crcna.org/canada – ministry resources for the Canadian church
- crcna.org/resources/church-resources – links to administrative pages for churches and staff
- crcna.org/churchstaffing – comprehensive toolkit of best practices for church employees and human resources
- crcna.org/pension – information about benefit pension plans for ordained ministers of the Word

Key Dates and Reporting Schedule

The Christian Reformed Church in North America (CRCNA) values the important role you play in your church's administration. Throughout the year, we'll connect with you to share updates on ministry shares, church offerings, and other key information. To help you plan and stay informed, we've included this calendar of important dates for the year ahead.

September 2025

- Administration & Finance Guide and resources distributed and posted

October 2025

- Ministry Share pledging requests begin — details to come
- Council of Delegates meets (in person) — **October 8-10**

November 2025

- 2025 Ministry Report available online (crcna.org/MinistryReport) and distributed in *The Banner*
- Denominational budget planning begins for 2027 fiscal year (July 1, 2026 to June 30, 2027)

January 2026

- Ministry Share pledging reminder sent out to churches
- Church Giving Report circulated (July to December 2025)

February 2026

- Ministry Share pledging reminders sent out to churches — new or revised pledges can be communicated anytime
- Council of Delegates meets (virtual) — **February 5-7**

March 2026

- Final pledge reports submitted to denomination
- Denominational ministry budgets finalized
- Overtures and Communications due for Synod - **March 15**

April 2026

- Church Giving Report circulated (January, February, March 2026)
- Classes submit financial review and internal control reports for insurance

May 2026

- Council of Delegates meets (in person) — **May 7-9**
- Ministry share allocations approved by Council of Delegates
- Denominational budget approved FY 2026-27

June 2026

- **Synod 2026 | June 12-18** — Calvin University, Grand Rapids, MI

July 2026

- Church Giving Report circulated (January, February, March 2026)

Ministry Shares Annual Cycle

crcna.org/MinistryShares

1 Pledging Package
We will provide a package to guide you through the pledging process. We're always available to help answer any questions!

5 Honour Your Pledge
Your pledged amount has been communicated to the denomination and is used to create budgets for ministries in the coming year. Now it is time for your church to give and support our shared ministries. If you need videos or other resources to encourage your congregation, visit crcna.org/MinistryShares.

4 Submit Your Pledge
While the denomination operates on a fiscal year from July to June, your church may have a different fiscal year. Please confirm your fiscal year when submitting your pledge based on your specific 12-month cycle. We sincerely appreciate receiving your pledge to help us plan!



2 Determine Your Pledge
As a member of the CRCNA, your church's pledge towards denominational ministry shares is crucial for budget decisions and supporting our shared ministries. Please ensure your council prioritizes pledging to ministry shares as part of your budget discussion.

3 Discuss Your Pledge
Ministry shares are part of our covenant relationship with other CRC congregations. Regardless of your congregation's budget cycle, expect to participate in a discussion about why ministry shares matter and what your church's participation will be.

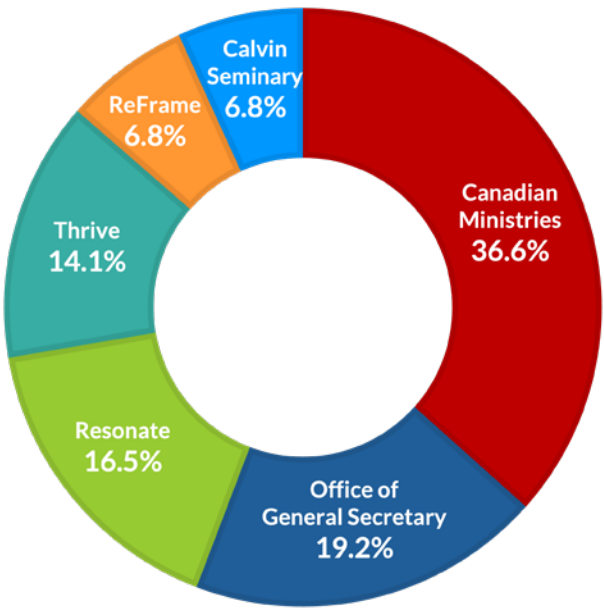


Christian
Reformed
Church

Canadian Denominational Ministry Shares Allocation

Fiscal Year 2025-26 (Canada)

Canadian Ministries	36.6%
Office of the General Secretary	19.2%
Resonate Global Mission	16.5%
Thrive.....	14.1%
ReFrame Ministries	6.8%
Calvin Seminary	6.8%



When your church gives through Ministry Shares, you're supporting people, programs, and communities right here at home. These contributions fuel the Canadian expression of our shared denominational mission. Whether it's forming leaders, planting churches, amplifying Indigenous voices, or supporting congregations in need — your gifts are at work across this country.

Here's how your Canadian Ministry Shares make a difference:

Calvin Theological Seminary — calvinseminary.edu

Supporting Canadians who are following a call, seeking to enrich their faith, or looking to impact their corner of the world at Calvin Theological Seminary with Reformed tools, training, and education. The Seminary's Institutes and Centres provide whole-person formation, and your support helps ensure Canadian students have access to this formation and mentorship.

Canadian Ministries — crcna.org/canada

Your Ministry Shares support a wide range of initiatives uniquely rooted in the Canadian context, including:

- Canadian National Gathering
- Canadian Administrative Office
- Centre for Public Dialogue
- Indigenous Justice and Reconciliation Ministries
- Intercultural Ministries
- The Bridge App

These ministries reflect Canada's cultural diversity and commitment to reconciliation, justice, and faithful witness in the public square.

Office of General Secretary

Through shared leadership across North America, your giving helps support:

- The **Candidacy Committee** (including Canadian candidates for ministry)
- The **Council of Delegates** (with Canadian representation and leadership)
- **Synod / Synodical Administration**
- **Yearbook Reporting / Synodical Services**
- **CRC Communications and The Network**

These binational structures are part of how we live out our covenantal commitment together.

ReFrame Ministries — ReFrameMinistries.org

ReFrame Ministries creates contextual media resources that proclaim the gospel, disciple believers, and strengthen the church throughout the world in 10 major languages. Their vision is that the lives and worldviews of all people around the globe will be transformed by God's gospel message. Your support helps ReFrame create media content that's relevant in the Canadian context—including Today devotionals, podcasts, and storytelling tools that equip your congregation and community in meaningful ways.

Resonate Global Mission — ResonateGlobalMission.org

Resonate partners with Canadian churches to engage people in the Spirit's call to live out God's mission in their neighbourhoods and in the world. Resonate wants to see communities of disciples joining in God's mission as they faithfully proclaim and live out the good news of Jesus. The ministry supports missionaries, church planters, campus chaplains, and other ministry leaders in more than 40 countries.

Thrive: Equipping and Encouraging Congregations — crcna.org/Thrive

Thrive is the congregational support agency of the Christian Reformed Church, dedicated to equipping and encouraging churches and ministry leaders. Thrive is your Canadian support team, offering guidance and encouragement in areas like: faith formation, abuse prevention, disability inclusion, racial reconciliation, pastoral care, chaplaincy, justice, and worship.

Please note that Reformed universities like Calvin University, Dordt University, Redeemer University, The King's University, and Trinity University do not receive funds from Ministry Shares. Congregations are encouraged to support these institutions directly if they are in your region, or if you have members who attend them.

Online Giving

We offer a convenient online option for your church to send in ministry shares contributions as well as special gifts, missionary support and offerings. The ministry shares gifts can be given through our online giving portal at: crcna.org/ministryshares/donate.

Ministry share allocations are set by the Council of Delegates in May each year. The allocated percentages for every ministry are automatically applied for ministry share gifts.

Ministry Shares Recurring Giving Option — This online giving options gives you the flexibility of creating a recurring gift with a date you specify. You don't have to think about it again. Each month, on the date you set up, a gift will be transferred. An acknowledgement will be sent to you so that you are aware the gift was received.

One-Time Ministry Shares Gifts — This type of gift is a single, non-recurring donation that gives the church control over when and how often they contribute. You will receive confirmation right away once the gift has been processed.

Other Online Giving — If you support missionaries or have offerings for one of the CRCNA agencies or ministry programs, we invite you to give those gifts online as well. Please visit crcna.org/donate to find the agency to whom you want to make a gift. You will find links to all the agencies, institutions and ministry programs there. These gifts can also be set up as recurring gifts or one time gifts. We invite you to check out this great way of supporting the CRCNA.

These options are available and ready for you to take advantage of today. If you have additional questions about online giving do not hesitate to contact us. We would be happy to talk with you.

Ministry Shares and Offering Remittance Statement



Church Name		Date	
Treasurer's Name		Email / Phone	
Church Number		Church Fiscal Year	
Churches and the denomination operate on distinct fiscal schedules. Kindly indicate the ministry share year for which this cheque is intended:			☐ 2025 ☐ 2026

MINISTRY SHARE Contribution		\$
ABOVE Ministry Share Gifts (<i>designated/special offerings, missionary support, one-time gifts, etc.</i>)		
Gift:	\$	
Gift:	\$	
Gift:	\$	
Gift:	\$	
Gift:	\$	
Gift:	\$	
ABOVE Ministry Share Subtotal		\$
Total Enclosed		\$

Give by Mail

Please make ONE cheque payable to the
Christian Reformed Church in North America (CRCNA)
 and mail to our Canadian office:

CRCNA
 c/o Finance Department
 3475 Mainway Dr
 PO Box 5070 Stn LCD 1
 Burlington, ON L7R 3Y8

Gift Entry Email: giftentry-ca@crcna.org
 Gift Entry Direct Line: 888.827.5272

Charitable Registration # 856901285 RR0002

Give By Electronic Fund Transfer (EFT)

Please email a copy of this remittance form to
giftentry-ca@crcna.org and remit funds to:

Account Name: CRCNA Income Clearing
 Transit #: 01062
 Bank #: 010
 Account #: 2405911

Give by Interac e-Transfer

- Email funds to **crcnaetransfer@crcna.org**
- Email a copy of this remittance form to **giftentry-ca@crcna.org** and indicate the remittance has been sent by e-transfer

The following guide provides you the mailing address for where to send gifts for CRCNA agencies as well as some non-denominational causes. **Thank you!**

Donations sent DIRECTLY to the CRCNA

Please issue **one cheque payable to the Christian Reformed Church in North America (CRCNA)** for donations that fall under Ministry Shares or agency-specific donations.

- **Canadian Ministries** (including Indigenous, Intercultural and Justice Ministries)
- **Resonate Global Mission**
- **ReFrame Ministries** (includes Today Devotional)
- **Thrive** (including Safe Church, Disability Concerns, Pastor Church Resources, etc.)
- **Calvin Theological Seminary**
- **Office of General Secretary**

MAILING ADDRESS

CRCNA
c/o Finance Department
3475 Mainway Drive
PO Box 5070 Stn LCD 1
Burlington, ON, L7R 3Y8

Charitable Registration
85690 1285 RR0002

These gifts are attributed to your congregation's giving history.

The following organizations are separate legal charities and receive gifts directly (please do not include them on cheques payable to the CRCNA):

Diaconal Ministries Canada 3475 Mainway Drive PO Box 5070 Stn LCD 1 Burlington, ON L7R 3Y8 diaconalministries.com/donate-now Charitable Registration # 89309 3377 RR0001	Calvin University 3201 Burton SE Grand Rapids, MI 49546 calvin.edu/give <i>(designate Canadian currency)</i>	Dynamic Youth Ministries (Gems / Cadets / ThereforeGo) 261 Woodall Way Woodstock, ON N4T 0K9 Cadets — shopcadets.ca/product/donate Gems — gemsgc.org/give ThereforeGo — thereforego.com/donations Charitable Registration# 88992 0799 RR0001
Friendship Ministries Canada PO Box 66568 Stoney Creek PO Stoney Creek, ON L8G 5E5 friendshipministries.ca/donate Charitable Registration #11893 2375 RR0001	Redeemer University 777 Garner Road East Ancaster, ON L9K 1J4 redeemer.ca/give Charitable Registration # 12331 3660 RR0001	The King's University Attention: Development Office 9125 50 Street NW Edmonton, AB T6B 2H3 kingsu.ca/give Charitable Registration # 10808 5911 RR0001
World Renew PO Box 5070 Stn LCD 1 Burlington, ON L7R 3Y8 worldrenew.net Charitable Registration# 11885 7366 RR0001		

Ministers' Pension

The CRCNA has defined benefit pension plans for ordained ministers of the Word serving in the United States and Canada. The primary features of the plan include four benefit groups:

- Retirement benefits commencing at age 66, or early retirement benefits in a reduced amount beginning at age 55.
- Long-term disability benefits provided through an insurance company.
- Survivors' benefits paid to a surviving spouse when death of a member occurs while in active service.
- Orphans' benefits paid to a member's orphaned children up to age 18, or to age 21 if in school.

To participate in the Ministers' Pension Plan (MPP), ordained pastors need to complete the MPP registration form and submit it to the pension office (crcna.org/MinistersPension).

There are costs associated with participation in the Plan. Organized churches are expected to pay an amount determined on the basis of a per-member assessment amount multiplied by the number of professing members (or the annual direct cost of participation of their first/only pastor if that amount is greater). In addition, churches pay the direct costs associated with any additional ordained ministers in their employ. Emerging churches must pay the annual direct costs of their ordained pastors, but are not expected to pay based on per member assessments if they do not have an ordained Pastor.

For additional information on the Plan, or for information about the "special assistance fund" to help retired ministers who find themselves in severe financial need or who require help with their final retirement move, please visit crcna.org/FinanceAdmin. You may also contact the pension office directly at 616-224-0722 or by email at pension@crcna.org.

Example of Ministers' Pension Fund Payments

2026 Annual Cost

	207 members or less	More than 207 members
First pastor	\$7,704	# of members x \$37.20
Additional pastors	\$7,704 each	\$7,704 each
No pastor (vacant)	# of members X \$37.20	# of members x \$37.20

Ministers' Compensation 2025

In the past, detailed surveys were sent to churches and pastors to gather information on base salary, housing, benefits, and other elements for our Ministers Compensation Survey. However, the number of returned surveys decreased over time which affected the reliability of the data. To ensure we provide more accurate and valuable information to churches, we adopted a new approach.

The data below is based on information received from ministers of the Word who are participants in the Ministers' Pension Plan. Participants in the pension program are required to report their total base salary and housing or parsonage allowance annually. We have utilized this data to compile the information presented in the following pages.

Why is this new method better? Firstly, the response group is larger, providing more reliable insights. Secondly, using averages of components is more useful than simply summing up compensation. The housing allowance for each minister depends on personal circumstances and local economic factors, which can vary significantly across classes and geographic areas.

What information does the survey include? One chart displays the average total salary for ministers in each classis, combining base salary and housing factors. The other chart shows the salary range in relation to percentiles marked at 10% intervals for all ministers in the respective country.

For example, salaries at the 10th percentile are equal to or greater than those of 10% of ministers, and lower than the salaries of 90% of ministers Canada. The 20th percentile represents salaries that are equal to or greater than those of 20% of ministers, and lower than those of 80% of ministers, and so on.

For more detailed pay data specific to your classis, we recommend reaching out to other churches in your area. If you are looking for a broader salary report and your church is a member of the Canadian Centre for Christian Charities, you can reference their salary information at ccec.org/compensation_survey.

We hope this approach to the Ministers Compensation Survey provides you with valuable insights and supports your decision-making process regarding minister compensation at both the church and classis level.

New Comprehensive Toolkit

As of early September 2025, Thrive is finalizing a comprehensive toolkit of best practices regarding church employees and human resources. Thrive anticipates that the site will be live by September 5, 2025. The site is crcna.org/churchstaffing. As part of this toolkit, there is a checklist for determining ministers' compensation. This checklist will enable both the church council and the minister to have a better understanding of the total compensation package. In addition, the toolkit also provides resources related to retirement planning for ministers.

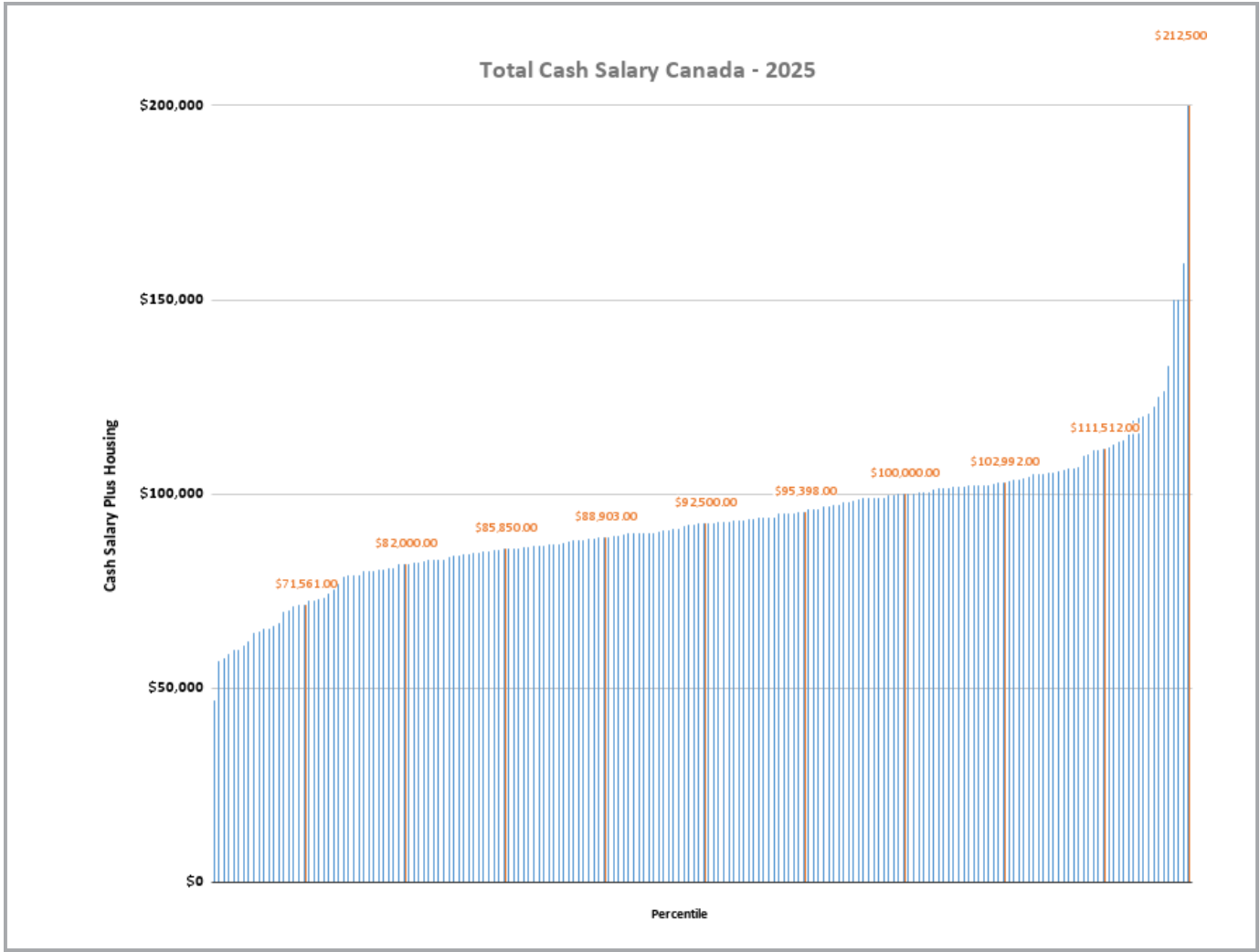
Please use these tools along with the data below to assist you in determining a proper compensation package for your minis

2025 Canadian Salary* Averages by Classis

Number of responses		196		
Classis Alberta North	\$90,548		Classis Lake Superior	\$76,477
Classis Alberta South	\$88,334		Classis Niagara	\$90,814
Classis BC Northwest	\$97,122		Classis Ontario Southwest	\$92,719
Classis BC Southeast	\$95,737		Classis Quinte	\$91,080
Classis Eastern Canada	\$81,429		Classis Toronto	\$103,202
Classis Hamilton	\$99,126		Other	\$115,632
Classis Huron	\$92,267			

* includes housing but not benefits

Total Cash Salary - 2025



2025-2026 Church Year Calendar

September

- 1 – (Mon) Labour Day
- 7 – Calvin University
Mission Emphasis Week (Sep 14-21)
- 21 – Resonate Global Mission
- 28 – Ministry Shares

October

- All Nations Heritage Week (Sep 29-Oct 5)
- 5 – All Nations Heritage Sunday – Thrive
- 13 – (Mon) Thanksgiving Day
Disability Awareness Week (Oct 13-19)
- 19 – Disability Awareness Sunday – Thrive
- 26 – Reformation Sunday
World Hunger Awareness (Oct 20-Nov 1)

November

- 2 – World Hunger Sunday – World Renew
- 9 – International Day of Prayer for the Persecuted
Church – ReFrame Ministries
- 11 – (Tues) Remembrance Day
- 16 – Chaplaincy Sunday – Thrive
- 23 – Resonate Global Mission
- 30 – First Sunday of Advent

December

- 7 – ReFrame Ministries
- 25 – (Thurs) Christmas Day – World Renew
- 31 – (Wed) New Year's Eve

January

- 1 – (Thurs) New Year's Day
- 6 – (Tues) Epiphany
- 11 – ReFrame Ministries
- 18 – Sanctity of Human Life Sunday – Thrive

February

- 8 – Ministry Shares
- 15 – World Renew – Canadian Foodgrains Bank
- 16 – (Mon) Family Day
- 18 – (Wed) Ash Wednesday
- 22 – First Sunday of Lent – Justice and Hope
Sunday – Canadian Justice Ministries

March

- 1 – The Banner
- 11 – (Wed) Annual Day of Prayer
- 15 – Thrive
- 29 – Palm Sunday – Calvin Theological Seminary

April

- 3 – (Fri) Good Friday
- 5 – Easter Sunday – Resonate Global Mission
- 26 – Abuse Awareness Sunday – Thrive

May

- 7 – (Thu) National Day of Prayer
- 10 – Mother's Day – World Renew
- 14 – (Thu) Ascension Day
- 17 – ReFrame Ministries
- 18 – (Mon) Victoria Day
- 24 – Pentecost – Resonate Global Mission
- 31 – Trinity Sunday

June

- 12 – (Fri) Synod begins
- 14 – Candidacy Committee
Synod meets June 12-18
- 21 – National Indigenous Peoples Day, Father's
Day – Indigenous Ministry
- 28 – Refugee Sunday – World Renew

July

- 1 – (Wed) Canada Day

Additional Resources

Bridge App

The Bridge App is a mobile application for smartphones and tablets (Apple and Android) that supports the ministry of the local church and the community it serves, in ways that are relational, missional, and local.

Through a core set of functions (Announcements, Events, Pray, Watch, Directory, Give, etc.), The Bridge App seeks to strengthen the bonds of community within a congregation, allowing app users to be more deeply connected to the ministries of their local church. Through additional functions such as Bible, Devotions/Today, Resources and Connected/News, The Bridge App seeks to support the spiritual growth ministry of the local church.

The Bridge App facilitates giving to the local church's ministry by way of the donor self administering their own donations. The Bridge App enables local church members to make one-time or recurring donations via credit card or bank account/debit to the budget and ministries of the local church.

To learn more about The Bridge App and its features, you can visit:

crcna.org/resources/church-resources/bridge-app

Pre-Authorized Remittance (PAR) Program

PAR stands for Pre-Authorized Remittance. PAR is a “direct debit” program that allows people to give through an automatic monthly withdrawal from their bank account. You may already have automatic debits from your bank account to pay for insurance, cable TV, taxes, or your mortgage. If so, then you understand the PAR principle. It means regular contributions throughout the year.

As The Bridge App Give function is self-administered and offers self-directed functionality with more options for participants, we see greater participation of churches in using The Bridge App and churches are encouraged to consider migrating from PAR to the Bridge App.

For further general information concerning the PAR program, or to enroll your congregation, please call (800) 730-3490 or email par@crcna.org.

Special Assistance Fund

The Special Assistance Fund provides assistance for retired Ministers of the Word who find themselves in severe financial need and may also provide for the final retirement move of a Minister of the Word.

More information is available at crcna.org/pension. Please feel free to contact the pension office directly with any question at 616-224-0722 or by email at pension@crcna.org.

Accredited Agencies

Nondenominational organizations recommended for financial support but not necessarily for one or more offerings

Please Note: The action of Synod 1992 related to the financial support provided by Christian Reformed churches relative to these agencies:

" . . . in light of the growing number of agencies seeking recommendation for financial support, [synod] remind[s] the congregations of the synodical decision of 1970 wherein "synod urge[d] all the classes to request their churches to pay denominational causes before making gifts to nondenominational causes on the synod approved accredited list. Grounds: Our denominational causes should have priority in our giving. . . ."

(Acts of Synod 1970, p. 81)

Note about Recommended Organizations

Synod 2023 adopted a motion to discontinue the practice and policy of reviewing and recommending charitable organizations to CRC churches for offerings. The Office of General Secretary provides the following guidelines to assist churches in their vetting process of charitable organizations being considered for offerings:

A. General Requirements

The organization must:

- have been in existence for a minimum of three years.
- be closely related to our integral work.
 - for the CRCNA that was: works of mercy, of Christian education, or the distribution of the Word of God.
 - This included affiliated colleges and universities (Dordt, King's, Redeemer, Trinity).
- be closely allied with our ecclesiastical mission.
- agree with the CRCNA's fundraising ethical guidelines.
- not compete directly with existing denominational ministries.

B. Program Requirements

- A statement of the purpose along with clearly identified goals of the organization.
- Clearly outlined changes to purpose and goals if those have taken place in the last year.
- A statement describing new programs or changes in current programs.
- An explanation of programs the organization is no longer engaged in.

- Geographical area served.
- List of degree programs offered or soon to be offered (if applicable).
- Corporate bylaws, and/or changes to bylaws.

C. Financial Requirements

To analyze the financial conditions of the various organizations asking for financial support, such organizations are to provide the following information:

- Federal Employer ID number in the US; Charity Registration Number in Canada.
- Most recent financial statement, audited or reviewed by a Certified Public Accountant or Chartered Accountant.
- Current and previous fiscal year's operating budget, including the percentage attributed to program and support expenditures.
- Statement of the amount of contributions received from Christian Reformed Church congregations and the percentage this represents of total contributions.
- Statement indicating a fidelity bond is in effect and the amount of that bond coverage.

- Financial analysis including, but not limited to, the following:
 - Days operations coverage = $(\text{cash} + \text{investments} + \text{other liquid current assets} - \text{current liabilities}) / 250$
 - Dollar and percent change in net assets from the prior year
- Percent overhead = $(\text{management and general} + \text{fund raising}) / \text{total expense}$
- Comparison of net asset levels over the prior three years
- Source of current assets during the prior three years

Together, We Do More

As the Christian Reformed Church in North America, we express the good news of God's kingdom that transforms lives and communities worldwide. Our denominational ministries and initiatives reflect our shared, five-fold calling of: Faith Formation, Global Mission, Gospel Proclamation & Worship, Servant Leadership, and Mercy & Justice.

As individuals and congregations, we seek to carry out these callings in our lives. We also do it together through regional assemblies (called classes) and through the denominational ministries below, in the firm belief that together we can do more.



How Can We Help?

You and your church now have three options for easier access to CRC ministries and resources.



Click

Search hundreds of resources from CRC ministries and churches.

Try it out at
crcna.org/Resources



Call

Got a ministry question but not sure who to call? We can help.

Give us a shout at
800-730-3490



Chat

Oh yeah, we chat too. Type and we'll type back.

Chat from any page at
crcna.org

If you have a ministry need and wonder if your denomination can help, just click, call, or chat.

We're here to serve.



**Christian
Reformed
Church**