

# **TCCC Yik Cheung Kwok Memorial Mission Fund Policy Guidelines**

(Approved by Executive Church Board on January 16, 2022)

(This TCCC Yik Cheung Kwok Memorial Mission Fund Policy is governed by the Canadian Income Tax Act and the Canada Not-For-Profit Corporation Act)

## **Introduction**

The late Ms. Elizabeth Y. C. Kwok's will stated that a part of her estate was to be donated to TCCC for TCCC missions. TCCC's lawyer has reviewed and given a legal opinion that this estate fund and its investment returns shall be dedicated for TCCC missions, and cannot be used for any other purposes. This is in line with the TCCC Executive Church Board's understanding from Rev. Harding Ng that Ms. Kwok wanted to encourage TCCC to do more missions work. The Executive Church Board has subsequently set up an estate fund policy committee which worked with the lawyer to draft six policies that govern the investment and the terms of reference for this fund. The Executive Church Board approved these policies at the board meeting on May 30, 2021.

### **I. PURPOSES OF THIS MISSIONS POLICY**

The purposes of the TCCC Yik Cheung Kwok (YCK) Memorial Mission Fund Policy Guidelines are:

- A. To establish principles, guidelines and procedures for missions related decisions related to the disbursement of the YCK Memorial Missions Estate Fund;
- B. To exercise sound financial stewardship and accountability in the disbursement of the YCK Memorial Mission Fund

### **II. SCRIPTURAL BASIS FOR MISSIONS**

And Jesus came and said to them, "All authority in heaven and on earth has been given to me. Go therefore and make disciples of all nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit, teaching them to observe all that I have commanded you. And behold, I am with you always, to the end of the age." (Matthew 28:18-20)

And he said to them, "Go into all the world and proclaim the gospel to the whole creation. (Mark 16:15)

But you will receive power when the Holy Spirit has come upon you, and you will be my witnesses in Jerusalem and in all Judea and Samaria, and to the end of the earth."  
(Acts 1:8)

The Spirit of the Lord God is upon me, because the Lord has anointed me to bring good news to the poor; he has sent me to bind up the brokenhearted, to proclaim liberty to the captives, and the opening of the prison to those who are bound; to proclaim the year of the Lord's favor, and the day of vengeance of our God; to comfort all who mourn; (Isaiah 61:1-2)

And this gospel of the kingdom will be proclaimed throughout the whole world as a testimony to all nations, and then the end will come.  
(Matthew 24:14)

Now the Lord said to Abram, "Go from your country and your kindred and your father's house to the land that I will show you. <sup>2</sup> And I will make of you a great nation, and I will bless you and make your name great, so that you will be a blessing. <sup>3</sup> I will bless those who bless you, and him who dishonors you I will curse, and in you all the families of the earth shall be blessed. (Genesis 12:1-3)

Declare his glory among the nations,  
his marvelous works among all the peoples!  
(Psalms 96:3)

### **III. MISSION**

Our mission is holistic, which is, to proclaim the Gospel of Jesus Christ and to make disciples of all nations, to plant churches, and to transform communities by the power of the Gospel.

### **IV. STRATEGY**

The following are guiding strategic principles:

1. To be open to explore new potential partnerships between TCCC and the recipients of funding from the YCK Memorial Mission Fund on a one-time or on-going basis (partnership focus)
2. To do both local missions and global missions (geographic focus)
3. To do missions work that ministers to Unreached People Groups (target focus)
4. To train nationals to minister to their own people (effectiveness focus)
5. To develop future leaders in missions engagement (sustainability focus)
6. To invest in pioneering and creative missions work (creativity focus)
7. To train, encourage and mobilize all TCCC congregants to participate in missions work. (to be used only under special circumstances)

8. To use visitation and missions trips as a tool to support long-term missions. (to be used only under special circumstances)

## V. DEFINITIONS

In order to provide consistency, the following definitions of terminology are to be adopted in this Missions policy guidelines:

### A. Missions

***Missions*** is defined as any holistic missions work which is directed to fulfill the Great Commission of Jesus Christ by proclaiming the Gospel of Jesus Christ, making disciples, planting churches, and transforming communities.

***Global Missions*** is defined as any holistic missions work that is carried out in countries other than Canada and the United States.

***Local Missions*** is defined as any holistic missions work that is carried out in Canada and the United States.

***Unreached People Group*** (UPG) is defined as a people group among which there is no indigenous community of believing Christians with adequate numbers and resources to evangelize this people group without outside assistance. The original Joshua Project editorial committee selected the criteria of less than or equal to 2% Evangelical Christian and less than or equal to 5% Professing Christians. ([www.joshuaproject.net](http://www.joshuaproject.net))

### B. Organizations

***Missions Agency*** is defined as a Christian organization which is primarily engaging in sending, equipping, and supporting missions workers.

***Parachurch Organization*** is defined as an inter-denominational Christian organization which is primarily engaging in promoting Christianity and carrying out evangelism and holistic ministries.

***Qualified Donee*** is defined as a registered charity which can issue official donations tax receipts in Canada. Note that an exception will be made for 105 Gibson Centre which will also be considered a qualified donee.

## **VI. TCCC YCK MEMORIAL MISSION FUND ORGANIZATIONAL STRUCTURE**

### **A. TCCC Executive Church Board**

### **B. The Yik Cheung Kwok Memorial Mission Fund Disbursement Review Committee**

This ECB approved committee consists of the following persons:

1. Senior Pastor
2. Chairperson of Executive Church Board
3. Chairperson of Finance Department
4. Chairperson of Gibson Advisory Body
5. Chairperson of English Ministry Committee
6. Chairperson of Cantonese Ministry Committee
7. Chairperson of Mandarin Ministry Committee
8. Pastor overseeing TCCC Missions Department

The Chairperson of the Executive Church Board is the chairperson of this Review Committee.

## **VII. FINANCIAL SUPPORT**

Financial support to organizations, missions workers or missions projects are selected with the following guiding principles:

1. They are compatible with the Mission and Strategy of the TCCC YCK Memorial Mission Fund Policy.
2. Their Statement of Faith is not in conflict with the TCCC Tenets of Faith.
3. Support funding will only be issued to registered charities who are Canadian qualified donees as defined in section V.B

## **VIII. SELECTION AND APPROVAL PROCEDURES**

1. All applications for financial support will be submitted to the “The YCK Memorial Mission Fund Disbursement Review Committee - Attention to the Chairperson”.

The application package must include the following:

- a. An official request with a completed application form.
- b. A budget of all expenses and/or the requested amount for support.
- c. For individual applicants only:
  - i. A written document describing personal testimony of conversion, God’s calling to missions ministry, and future ministry goals.

- ii. Letters of recommendation from the home church and sending organization.
2. All submitted application packages will be initially reviewed by all the members of the Review Committee. For those applications approved to move to the next level of screening, two representatives of the Review Committee (consisting of one pastor and one layperson) will interview the applicant and consult the references based on the missions policy as needed. Upon satisfaction, the relevant applications will be submitted to the full Review Committee for approval and recommendation to ECB for final approval.

## **IX. EVALUATION AND ACCOUNTABILITY OF SUPPORT**

The Review Committee will regularly perform review and evaluation of the missions financial support to ensure accountability and sound stewardship.

Annual reports are required by the funding recipients. They are to be sent to the Review Committee chairperson for distribution to all the members of the Review Committee. Annual reports will help the committee to evaluate future funding proposals by existing funding recipients.

For multi-year initiatives, the approval will be for the initial year. Subsequent years' funding will depend on various factors including the submission and the contents of annual reports.

## **X. TERMINATION OF SUPPORT**

In case of the following situations, support from the YCK Memorial Mission Fund may be terminated automatically if:

1. The organization ceases to exist or the missions worker resigns, retires or leaves the missions field permanently.
2. The organization is disqualified as a Canadian qualified donee; or the missions worker or the missions project is no longer associated with a Canadian qualified donee (see Section V.B for definition)
3. The organization or the missions worker no longer engages in missions work that is consistent with our mission and strategy.
4. The Statement of Faith of the organization or the missions worker is no longer in agreement with TCCC's Tenets of Faith.
5. There is proven evidence against the organization or the missions worker of fraudulent financial stewardship.
6. The missions worker has been convicted of a criminal offense.

