

THE BYLAWS OF THE BRAZILIAN CROSS-CULTURAL MISSIONS ASSOCIATION

CHAPTER I – ON THE DENOMINATION, HEADQUARTERS AND PURPOSES

Article I - The Brazilian Cross-Cultural Missions Association, from now on called BCMA, is a evangelical, educational and assistencial entity without profit purposes, with headquarters in the city of Araçariçuama, at Castelo Branco Road, kilometer 50, São Paulo state, without a determined period of duration and number of members.

Article II - The aim of BCMA is to give orientation and to concentrate the efforts of the missionary agencies, councils and organizations in order to mobilize the Brazilian evangelical churches to the cross-cultural missions by:

- a) the recognition of the affiliated agencies;
- b) promoting the dialogue and cooperation between those who are interested in the world evangelization;
- c) offering technical and assistencial services to the affiliates;
- d) developing appropriate material to the missionary work;
- e) encouraging the establishment of new courses;
- f) generating the resources needed to meet its purposes;
- g) assisting and representing its members.

CHAPTER II – ON MEMBERS

Article III - The members who form BCMA are the missionary agencies and councils and the evangelical organizations which have or encourage the cross-cultural ministry.

Article IV - Membership to BCMA shall be granted through acceptance to the Statute, the Internal Rules and the Quality Standard.

Single Paragraph – Admission shall be granted through recommendation of the administration after approval of the General Assembly.

Article V - Each member shall represent himself through one or two delegates, who will be able to vote and to be voted.

Article VI - Exclusion shall occur when members:

- a) present a written solicitation of exclusion;
- b) do not follow the Statute, Internal Rules and the Quality Standard of BCMA.

Single Paragraph – The exclusion shall happen by decision of the General Assembly through recommendation of the administration. The right to defend oneself is assured.

Article VII - BCMA will have a Consultative Council formed by people committed to cross-cultural missions.

Single Paragraph – The Consultative Council have right of speech on the General Assemblies, but cannot vote or be voted.

CHAPTER III – ON THE GENERAL ASSEMBLY

Article VIII - The General Assembly is the sovereign organ of BCMA within the limits fixed by this Statute.

Article IX - General Assembly is formed by all members of BCMA.

Article X – General Assembly shall reunite ordinarily once a year, and extraordinarily when it is needed through written summoning by the President or by the Administration or by one third of the effective affiliates with a minimum term of 30 days.

Article XI – The “quorum” to the General Assembly shall be of simple majority on first call, and any number of members on second call, thirty minutes later.

Article XII – The duties of General Assembly are:

- a) to approve the Statute, Internal Rules and Quality Standard of BCMA;
- b) to elect the members of Administration and of the Fiscal Council;
- c) to accept the written reports of presidency;
- d) to approve the opinion of the Fiscal Council;
- e) to recommend to the Administration the activities which the Assembly finds necessary to the work of BCMA;
- f) to resolve on the admission and exclusion of members;
- g) to determined the amount of the financial contribution of the members;
- h) to resolve about acquisition, alienation and generation of real state to BCMA;
- i) to approve the annual budget;
- j) to create departments and permanent committees.

CHAPTER IV – ON ADMINISTRATION

Article XIII – BCMA is directed by one Administration, formed by a President, a Vice-President, 1st and 2nd Secretaries, 1st and 2nd Treasures and a Executive Director.

Single Paragraph – The mandate of the Administration will be of two years, being possible total or partial reelection.

Article XIV – The duties of the Administration are:

- a) to follow and execute the present Statute, Internal Rules and Quality Standard, as well as the decisions of the General Assembly;
- b) to conduct, orientate and supervise the activities of BCMA;
- c) to take all the necessary measures to fulfil the aims of BCMA;
- d) to nominate and to attend to the Consultative Council every time it finds it necessary;
- e) to decide on acquisitions, alienation and generation of real estate to BCMA;
- f) to process admission and exclusion of members;
- g) to prepare and conduct the issues agenda to the General Assembly;
- h) to create and nominate temporary committees;
- i) to make and execute the annual budget.

Article XV – The duties of the President are:

- a) to summons and preside the reunions of the Administration and of the General Assembly;
- b) to represent BCMA actively, passively, judicially and extra-judicially;

c) to sign public, particular and bank documents.

Article XVI – The Vice-President shall assist and replace the President in case of absence or hinder.

Article XVII – The First Secretary shall compose and care for the records of the Administration and General Assembly reunions, and replace the Vice-President in case of absence or hinder.

Article XVIII – The Second Secretary shall assist and replace the First Secretary in case of absence or hinder.

Article XIX – The duties of the First Treasurer are:

- a) to supervise all treasury activities and the accountancy services of BCMA.
- b) to present written reports to the Administration on its ordinary reunions, or whenever it is requested;
- c) to present the annual account statement of the financial movement of BCMA to the General Assembly;
- d) to manage bank accounts.

Article XX - The Second Treasurer shall assist and replace the First Treasurer in case of absence or hinder.

Article XXI – The duties of the Executive Director are:

- a) to execute the decisions of the Administration, under the supervision of the President;
- b) to coordinate the work of BCMA, establishing the necessary relationship between its affiliates and its directive organs;
- c) to manage the patrimony of BCMA.

Article XXII – BCMA shall not remunerate or distribute any kind of advantages, under any circumstances, to its Directors and members.

Article XXIII – BCMA shall have a Fiscal Council formed by three effective members and two substitutes, elected every two years by the General Assembly.

Single Paragraph – The Fiscal Council shall examine the accounts and balance sheets of BCMA, and to give its opinion about them to the General Assembly with at least two signatures.

Article XXIV – Consultative Council shall assist the Administration when asked.

CHAPTER V – ON PATRIMONY

Article XXV – The patrimony of BCMA is formed by: real state, liquid assets, contributions, donations, legacies, public subventions and any kind of value legally collected.

§ 1º- The patrimony of BCMA shall be entirely applied on maintenance and development of the aims listed in Article II.

§ 2º - The real estate of BCMA can only be acquired, donated, alienated or burdened with the authorization of the General Assembly.

§ 3º - The real estate of BCMA can only be acquired, donated, alienated or burdened with the authorization of the Administration.

CHAPTER VI – GENERAL DISPOSALS

Article XXVI- Administration and the remaining members do not respond individually or by subsidiarity, with its private properties, for the obligations that BCMA may attain.

Article XXVII – BCMA can be dissolved only by determination of specially summoned extraordinary reunion of the General Assembly.

§ 1° - Summoning shall be done by Administration or General Assembly with a minimum term of 30 days.

§ 2° - "Quorum" of this Assembly shall be of two thirds of the total members on first call, and any number of members on second call thirty minutes later.

§ 3° - Dissolution shall be approved by two thirds of the delegates attending to the reunion.

§ 4° - In case of dissolution, the entire patrimony of BCMA, respected the rights of third parties, shall be destined to similar organizations as determined by the Assembly.

Article XXVIII – BCMA shall be ruled by Internal Rules according to this Statute.

Article XXIX – Reform of the Statute, Internal Rules or Quality Standards can only be requested in a General Assembly, and only accomplished in a General Assembly or extraordinary reunion.

§ 1°- The reform proposal shall be sent to all members with a minimum term of 30 days before the date of the General Assembly that will discuss the reform.

§ 2°- To be approved, the reform shall have two thirds of the members attending to the General Assembly.

Article XXX – Cases missing on this Statute shall be resolved by the General Assembly, the Administration and the laws that regulate this kind of association.

Article XXXI – This Statute is valid from the date of its approval by General Assembly on.

INTERNAL RULES OF THE BRAZILIAN CROSS-CULTURAL MISSIONS ASSOCIATION – BCMA

The Brazilian Cross-Cultural Missions Association, from now on called BCMA, with headquarters in the city of Araçariçuama, São Paulo state, Brazil, is a entity who aims to unite the evangelical organizations and missionary agencies and councils involved with cross-cultural ministries in order to help them to develop their tasks.

Chapter I ON THE AIMS

Art. 1st – To recognize evangelical organizations and missionary agencies and councils before the nacional and international Evangelical Churches and whoever may be interested.

Art. 2nd - To assist the affiliated agencies:

A – On the Quality Standard by:

§ 1^o - Sending to members an evaluation questionnaire on the Quality Standard every two years.

§ 2^o - Promoting conversations between the evangelical organizations and missionary agencies and councils about the progress on the accomplishment of the Quality Standard.

B – On juridical issues by:

§ 1^o - Informing on missionary and support sending to abroad.

§ 2^o - Advising on fiscal responsibilities.

§ 3^o - Helping on statutes and internal rules issues.

C – By the government.

D – Showing possible resources to missionaries medical, dental and psicological treatment.

Art. 3rd - To promote councils, congresses, meeting and workshops.

Art. 4th - To produce and to enhance production of material of interest to missionary agencies and of missionary work.

Chapter II ON MEMBERS

A - AFFILIATION

Art. 5th - Evangelical organizations and missionary agencies and councils who ask to be affiliated to BCMA will receive:

a- affiliation form;

b- copy of the Statute, Internal Rules and Quality Standard of BCMA.

Art. 6th - May be admitted as member the evangelical organizations and missionary agencies and councils who:

a. exist legaly for at least two years, proven by public official registry;

b. present a written introduction by a BCMA member to the Administration, in order to guarantee its aptness as organization and its involvement with the cross-cultural ministry, i.e., “the announcement of the Gospel to peoples of different cultures and languages”;

c. agree with the following faith statement:

- 1) the canonic scriptures are divinely inspired and are infallible and ultimate and unique authority of faith and practice;
- 2) there is only one God, who is made of three persons equal in essence, power and glory: the Father, the Son and the Holy Ghost;
- 3) men were created in image of God with an immortal soul; all humanity fell with Adam, with the consequent moral decline and needs to be regenerated;
- 4) the divine purpose of offering redemption to all mankind;
- 5) the heavenliness of the Lord Jesus Christ, the only Son of God, one and only mediator between God and the men; His eternal pre-existence; His incarnation; His birth from a virgin; His life without any sin; His death in our place that atone for our sins; His resurrection with a carnal body, Ascension and intercession for the saved;
- 6) justification only by grace through faith in Jesus Christ;
- 7) the need of the announcement of the gospel to every people, with the purpose to make disciples of the Lord Jesus Christ;
- 8) the indispensable act of the Holy Ghost to achieve regeneration, sanctification and capacitation to the efficient testimony;
- 9) the existence of only one universal church which is the body of Christ, of whom He is the head;
- 10) the personal and visible second coming of the Lord Jesus Christ, the resurrection of the body, the eternal happiness of the saved and the eternal perdition of those who had been lost.

d) present the following documents:

1. affiliation form filled;
2. faith statement of the agency;
3. a document signed by the legal representative of the agency declaring total agreement with the Statute, Internal Rules and Quality Standard of BCMA;
4. copy of its Statute;
5. the up-to-date GCG card;
6. record of foundation;
7. record of the election of the administration;
8. last two years balance sheet;
9. a self-evaluation of the agency according to the questionnaire concerning the Quality Standard made by BCMA.

Art. 7th - New members shall be admitted by simple majority of the presents on the General Assembly.

Single Paragraph - Voting shall be by secret balloting.

B - PERMANENCY

Art. 8th – Affiliated agencies shall contribute with BCMA monthly or yearly, so it can reach its aims.

Art. 9th – Value and term of the contributions shall be determined by the General Assembly.

Art. 10 – Delays on the payment of the contribution shall be punished with a 10% fine over the total amount of debt penalty.

Art. 11 – Affiliated members shall have administrative and financial transparency.

Single Paragraph – BCMA can ask an audit when it is necessary.

Art. 12 – In order to assure the total participation of the members on the General Assemblies with their full representativity guaranteed, it is necessary that the member:

- a- had already paid all the expired financial obligations;
- b- present a written authorization to the secretary of BCMA before the Assembly starts.

Single Paragraph – It will be accepted no more than two delegates per agency.

Art. 13 – At the beginning of the works of the Assembly, the secretary of BCMA shall divulge the list of the authorized members, who shall have full participation on the General Assembly, being able to vote and to be voted.

C – END OF MEMBERSHIP

Art. 14- Membership shall be ended:

a- spontaneously, when asked by the member through letter to the Administration of BCMA, with a copy of the record of the meeting of the asking agency where was decided for the end of membership enclosed.;

b- through exclusion, when a member no longer contributes and/or participated with BCMA, without further justifications, for two years;

c- through exclusion, when a member no longer follow the Statute, Internal Rules and Quality Standard of BCMA.

§ 1st – When it is necessary, shall be created a committee of ethics, designated by the Administration of BCMA.

§ 2^o - The member shall have its membership ended by simple majority of the votes of the delegates attending to the General Assembly. Voting shall be done by secret balloting.

Chapter III ON ELECTIONS

Art. 15 – The Administration of BCMA shall nominate a committee, which will receive and present the platform(s) to the General Assembly, in order to place the election.

Art. 16 – The election of the Administration shall be done by secret balloting if there is more than one platform running.

Art. 17 – The Administration shall be elected by simple majority of the attending delegates.

Chapter IV FINAL DISPOSALS

Art. 18 – The fiscal year of BCMA is from September to August.

Art. 19 - Cases missing on these Internal Rules shall be resolved by the General Assembly, the Administration and the laws that regulate this kind of association.

Art. 20 – These Internal Rules can be modified by a General Assembly exclusively summoned to it through approval of two thirds of the attending delegates.

QUALITY STANDARDS FOR THE MISSIONARY AGENCIES MEMBERS OF BMCA

I. INTRODUCTION

A. Considerations:

1. The missionary agencies are the vehicles of the establishment of a missionary vision within the Church. The action of the agencies shall manifest the extent of commitment with a high quality missionary work. The Church can and have to, from the Scriptures, lay down the ethical principals to the accomplishment of their missionary commandment. However, the agency, because of its exclusive specialization and devotion to the missionary effort, can set its measurable and clear quality standards. These quality standards shall aim:

- faultless administrative and practice procedures,
- serious and efficient strategies,
- clear and reachable aims,
- respect for the work of the missionary and for the peoples which are targets of missionary actions,
- sending people with high level of education and competence who reflect the character of Christ on their personal lives and on their discipleship and development of churches work on the field.

By doing so, the agencies will show their intent of giving the best to God, and will be worthy of the reliance and respect of the local churches.

2. The main goal of the establishment of quality standards is to honor God through a well done job. It does not have the primary objective of blocking the access of any person or agency to the church resources or to the opportunities of the missionary service. As much as possible, the effects of the quality standards shall be of helping people and agencies to raise the quality of their work. Agencies who do not follow the standards shall not be readily excluded, but rather stimulated to create a work schedule to achieve a minimum level.

3. The Brazilian Association of Cross-Cultural Missions (BMCA), as an entity that gathers and enable a combined and cooperative effort of the agencies, is idealistically placed to coordinate the periodical creation and update of quality standards which serve as rule to the members.

All agencies that already are members of BMCA when the quality standards are adopted shall fit into the given standards. Those who are not yet following BMCA standards would be considered as provisional members, being raised to permanent member status as soon as they meet the standards. BMCA would also set the proper procedures to evaluate and adopt new members under the rules of the quality standards established.

5. In order to allow the development of this process, quality standards shall be made in clear and measurable terms.

6. It is hoped that the adopted standards are seen as rules by the members of BMCA, which shall develop the proper procedures to apply the standards. However, we believe that, once properly established and applied, these standards shall be spontaneously adopted by churches and other non-affiliated entities, and that its effect on the evangelical community shall be of

creating a desire to improve the quality of everything that is done on the name of the Lord Jesus Christ for His glory.

B. Definitions:

1. Missions is every ministry who aims to spread the gospel and the cross-cultural implantation of churches.
2. Short-term missions are considered stages on the process of preparation and not the missionary work itself, for the process of implantation and maturation of churches in other cultures generally demands more time to a efficient identification and adaptation of the gospel.
3. Missionary agency (including denominational councils with missionary features) is a organization which aims to serve the churches on the development of their missionary ministry. Its program includes the development of objectives and strategies, co-ordination of the fieldwork and bureaucratic support on the administration of funds, documentation, etc.

II. FAITH STATEMENT

Member mission shall adopt a faith statement consistent with BMCA's faith statement, and accept only those candidates who are comited with the terms of that faith statement.

III. PURPOSES AND OBJECTIVES DEFINITION:

The agency shall have purposes and objectives which:

- are clear and understandable,
- are based on the Bible,
- are accessible,
- are measurable,
- consider historical and contemporary evalutations, and
- are reviewed and evaluated regularly.

IV. MISSIONS PROGRAM

The program of the agency shall be fully documented and periodically reviewed and evaluated.

A. Development of Strategies (The strategies shall reflect the purposes and objectives of the mission)

1. To build strategies under solid biblical basis, showing reflexion and biblical understanding.
2. To stablish priorities about the field and types of ministries. (The primary objective of the agency shall be the people which needs to be reached and not its institutional identity). The priority is the fieldwork, and the agency, without any rigid control, shall identify itself with the needs, characteristics and targets of the field).

3. To establish principles of communication and co-operation with other agencies. It is important to avoid duplication and competition, joining the efforts to a better achievement of the objectives.

4. To develop criteria to establish or end a work.

5. To be careful on the relationship with churches on the field. The sending of missionaries to a field where there already is a church should only be made after the establishment, by consulting this church, the real need and benefits that can arise from this sending (to show sensibility to the existent church and the real needs of the field).

6. Agencies and its missionaries also have to establish co-operation relationships on equality basis with the churches imparted by them. The missionaries shall strive themselves in order to pass the leadership of to the national church on the opportune time, not unnecessarily keeping the leadership to themselves nor putting unskilled people as leaders.

B. Work planning and co-ordination: the agency shall work based on a carefully established plan, aiming the maximum and good use of the resources. This plan shall include:

1. A periodical analysis of the cost and result relation (is there costs that can be cut without diminishing the efficacy of the ministry? Are there results that can be obtained without raising the costs?). It is understood that the results issue depends on the specific characteristics of each people, ministry and philosophy of the agencies. However, it is necessary to make an effort on this way, because many times the lack of results is not a consequence of the circumstances but of our poor planning or deficiency of our strategy.

2. A well-defined and clear system of administration of projects on the field.

3. Integration of the elements of the missionary program in an harmonic whole.

V. ADMINISTRATIVE AND FINANCIAL SYSTEMS

A. Government system:

1. The statutes of the mission must be clear and objective.

2. The power of decision about the program of the mission and administration of finances cannot be held by only one person. It is a collective responsibility that have to be expressed by a workmanlike and impartial administration, with power of decision on the general and administrative policy of the agency. (The administration do not exist only to give its "YES" to someone's proposal, but exerts function of supervision and guidance on the strategy and actions of the agency. It is important that every Christian leader have a group of competent people to whom he should render account of his (her) life and actions. When we act separated from the Body we may go off on a different tack or fall into temptations because we lack someone with a more objective perspective).

3. Administrative functions must be distributed and exerted by the members of the administration, who must act according to the biblical model of humility (Philippians 2:1 to 10).

4. Administration must meet frequently and periodically.

5. Relationship between directors and missionary and field team must encourage free interchange.

- directors must be properly informed and updated about the development of the work of the missionaries on the field (to create ways to receive informations and give opinion when it is needed).
- directors must supervise without prevailing or impairing the ministry on the field, recognizing the skill of their field leaders and allowing them to be flexibe.

B. Finance administration

1. The funds-raising philosophy and strategies shall be according to the biblical perspective that God is who provides all the resorces and that His people must walk by faith with guidance of the Spirit.

2. The agency shall present honestly its needs. When seeking for resorces, the agency shall avoid competition spirit, giving credit to other entities when it is needed and avoiding words or actions that can damage the image of other entities.

3. Under the guidance of God, the agency may inform the evangelical community about its needs. The agency shall avoid methods that can have a negative impact on its life and testimony.

4. To act with integrity when promoting itself, raising funds and accomplishing its obligations. The agency shall always act according to the present laws which regulate offerings and contributions.

5. To stablish a work budget that reproduce the purposes of the mission and biblical directions.

6. To accomplish all legal requirements on accountancy and aplication of financial resources.

7. To submit itself to periodical and independent audit according to the orientation of BMCA.

8. To not compromise itself with strategies or philosophies different of the agencie's strategies or philosophies on fund raising.

9. To respect the specific designation of funds, not using them not even temporarily to other finalities.

10. To assure ways so that the missionary and his (her) family can have a healthy life and efficient work circumstances.

11. To be transparent when determining the levels of support of all agency personnel in any time, avoiding unnecessary unequity.

12. To not get financial debts.

VI. ASSISTANCE TO THE MISSIONARY ON THE FIELD

A. To assure ways so that the missionary and his (her) family can have a healthy life and efficient work circumstances:

1. Regular and worthy support not only to survive but also to develop an efficient work in each different economic reality.

2. To care for the missionary and his (her) family with insurances, health care and retirement plans and education of the children.

3. Worthy and fare philosophy of support on families and singles.

B. To communicate often with the missionary.

C. To inform clearly the missionary, before sending him or her, about the responsibilities of the agency in every aspects of missionary and family caring, mission policy, rules, philosophy, strategy and mutual responsibility.

D. To create a emergency help system for emergencies or death.

E. To care for the life of the missionary by giving pastoral assistance.

F. To provide opportunities for spiritual, professional and educational growth.

G. To create directions defining the responsibilities of the missionary on the **forlough time** for rest and promotion of the work, assuring that the rest time is long enough and that the promotion work do not coincide with the rest time.

H. To stablish and implement an evaluation process of the behavior of the missionary on the field.

VIII. SELECTION AND ADMISSION OF CANDIDATES

The most valuable resorce of the missionary agency is its personnel. The character of the agency is evidenced by the how it selects, train, guide and take care of the people who work in it. The agency shall:

A. Stablish criteria for the personnel recruitment based on its previously-determined objectives and needs.

B. To stablish a selection process.

C. To involve the candidate's local church on the selection process by defining clearly the responsibilities of the agency and of the church.

D. To describe the orientation process to the candidate.

E. To develop basic criteria for the candidate evaluation including:

1. Decency
2. Maturity
3. Flexibility
4. Progressive spiritual development

5. Healthy family life
6. Good relationship with colleagues, sending church and superiors
7. Financial life according to the biblical standards
8. Call and prepare of the missionary's wife
9. Mental and physical health
10. Honesty and transparency
11. Good knowledge of the Bible and how using it for his (her) own growth and for the growth and discipleship of others.

An efficient missionary knows how to use the Word of God to his (her) own spiritual growth as well as a basis for discipleship and church implantation. A systematic study program and biblical training is the most important part of the preparation of a candidate for missions. It is essential to acquire a proper level of knowledge and skill on teaching the Scriptures before being sent:

- a. Knowledge of the main themes of each book and some understanding of the literary styles found in the Bible and their significance on the text interpretation.
- b. Practical knowledge of biblical exegesis method.
- c. Knowledge of historical and theological structure of the Bible.
- d. Knowledge of the biblical basis for missions.

12. Experience on the ministry which he (her) will develop on the field (on most cases, the missionary has to perform several tasks, and be willing to do everything, from serve to leader).

13. Standards for the cross-cultural life:

- a. To understand the cross-cultural issues.
- b. To respect, accept and love the other peoples.
- c. To understand the basic concepts on cross-cultural communication, anthropology and biblical contextualization.
- d. To have some knowledge of missions history.

VIII. RELATIONSHIP WITH CHURCHES

A. Basic principles.

1. To understand the objectives, purposes and function of the church.
2. To recognize that the agency exists to serve the church. It is duty of the agency to help the church to understand its missionary call.
3. To tell the church its expectations on the candidate on the christian life, ministry and relationship within the church community areas.
4. To guide the church on its responsibility on the missionary care.
5. To recognize that the local church gives the real and practical contexte where the candidade can recognize and develop his (her) spiritual gifts.

Before sending any person to the field, the local church must have convincing evidence that this person knows how to use the gifts God gave him (her) to the ministry. Why sending a

missionary someone who do not have any fruitful ministry in his (her) own country? A candidate preparation program must stimulate each candidate to find and use his (her) gifts here, where the local church can observe his (her) gifts and commitment with the ministry in practice.

At least a year, but for two years or more if possible, of action on some local ministry can offer sufficient evidences on the candidates aptness to the field.

IX. RELATIONSHIP WITH ACADEMIC INSTITUTIONS

The missionary agencies must stablish healthy relationships with theological establishments. they must be free to present the missionary challenge and the objectives of the agency to the students and also teach about cross-cultural missions in services, special classes and missionary training programs. They also must work together with the school for curriculum plannings, elucidating the needs and objectives of missionary preparation.