



## NALC Mission Start Affiliation Process

**Step 1:** Contact Missions Office with initial inquiry (available resources will be provided).

**Step 2:** Attend the monthly Onboarding Webinar hosted by Director of Domestic Mission or arrange an initial consultation call with the NALC Missions Office if you are unable to attend the monthly webinar.

**Step 3:** Schedule a meeting with your local mission district dean.

**Step 4:** Schedule a follow-up consultation with the NALC Missions Office to officially join the NALC as a Mission in Formation (House Church, Mission Post, Mission Fellowship or Mission Congregation).

- a. This meeting is based on the document: "Formational Mission Questions"
- b. Approval at this meeting will allow the Mission in Formation to apply for grant money, use the NALC logo, be listed on the NALC website, etc.

**Step 5:** Apply for a change in status from Mission in Formation to full Member Congregation. *There is no need to rush this step. For some, this process takes a year. For some this takes three years. And for some others, they choose to remain a Mission in Formation and not change their status.*

\*To apply for a change in status, an endorsement letter from the Mission in Formation should be sent from the pastor (or mission leader) and church council president to the NALC Missions Office for consideration. Upon receipt of the letter, the Director of Domestic Mission may or may not feel the need to schedule an additional consultation before making a recommendation to the Assistant to the Bishop for Missions and the NALC Executive Council.

In order to be able to send a letter requesting a change in status, the following steps must have taken place sometime during the course of the Mission in Formation's tenure in the NALC:

1. A congregational meeting is held according to the provisions of the congregation's constitution. The resolutions shall include the congregation's acceptance of the constitution of the North American Lutheran Church and the decision to become a congregation of the NALC. The resolutions to join the NALC will hopefully carry the support and endorsement of the church council of the congregation. The vote required is whatever is specified in the congregation's governing documents; normally, a majority vote of those members present is sufficient for adoption of the resolution.
2. Following favorable action on the resolutions, a letter is sent on church letterhead by the congregation to the NALC Missions Office. This letter shall include the date and the results of the voting on the resolutions described in (1) above and request that the NALC Executive Council receive the congregation into the NALC. The letter should be signed by the pastor(s) and the congregational president/vice president. If the congregation is without a pastor, two congregational officers should

sign the letter.

3. If they have not done so already, the pastor(s) under the call of the congregation will write a letter to the NALC General Secretary requesting certification as an ordained minister within the North American Lutheran Church, or otherwise requesting authorization from the NALC to serve the congregation. The General Secretary will proceed with the process for certification or authorization. Other ordained ministers who may be members of the congregation (retired, on leave, in special ministry), as well as individuals serving in commissioned lay ministries, may also communicate with the General Secretary if they have not done so already, requesting certification within the NALC. The General Secretary will proceed with the process for certification for them. (The availability of a rostered leader/pastor for new mission starts will be discussed with the Director of Missions during one of the consultations.)
4. The congregation will take those actions that may be required in revising the congregation's constitution, articles of incorporation, and other official documents, so that these documents will reflect the congregation's membership within the North American Lutheran Church. The [NALC Model Constitution for Congregations](#) may be used as the congregation revises its constitution. (A [Model Constitution for House Churches](#) is also available as a template.)
5. When the Executive Council approves the congregation's request to become a Member Congregation and approves the request of the pastor(s) and other ordained and commissioned lay ministers in the congregation to become ordained and commissioned lay ministers of the NALC, appropriate certificates of welcome will be sent to the congregation, pastors and commissioned lay ministers.

**Contact Information:**

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