

HISTORICAL BACKGROUND & MINISTRY PRIORITIES **OF LATIN AMERICA CHILDCARE**

HISTORICAL BACKGROUND

Latin America ChildCare had its inception when John & Lois Bueno first went to El Salvador in the early 1960's and confronted the demoralizing poverty and despair of children who lived in that part of the world. John Bueno recalls asking himself how he could express the love of Christ to these children who were so needy. Though he realized that he had very little resource to take on such a huge task he also remembered the Lord telling him that he should not despise small beginnings and learn to trust what God put in his hands. Starting a school with 81 children in 1963 this particular program of ministry to the children of Latin America has grown to its present status in 1993 of nearly 67,000 children receiving ministry in 16 different nations through 250+ school projects. The beginnings in El Salvador took on international dimension in 1978 when John Bueno asked missionary Doug Petersen to create a sponsorship program and develop Latin America ChildCare into an international ministry. Together they have worked to establish this ministry through planting churches and establishing schools in some of the region's most difficult areas. This proven formula of evangelism and education is penetrating increasing numbers of areas in Latin America and it is proven an effective form of evangelism and education. It provides help to thousands and is recognized as one of the most cost-effective child development programs in the world.

MINISTRY PRIORITIES

Emphasis on People

Ministry priorities of Latin America ChildCare have been gained through experimentation and though every country in which LACC operates is different there are some basic principles that govern everything that is done in the name of Latin America ChildCare.

Children

Most important to the ministry of Latin America ChildCare is its emphasis on people - first the children, those with the greatest need, who would otherwise not receive such care and education. LACC believes that we must maintain and sustain the human dignity of these children. They are not second class citizens, they are children made in the image of God. Our desire with these children is not to create dependency but to develop correct perspective on their position in Christ and their dignity and therefore their relationship to their neighbor. The ingredients of self respect and human dignity are basic to the changing of any tragic circumstance that these children may find themselves in.

Teachers

Our second dimension of focus on people are the teachers who are the backbone of our ministry to the children. We expect much from our teachers. We view them not merely as professionals but as ministers. They deserve respect as servants of the Lord who are on the front lines of

changing societies. We believe that people are important and teachers are crucial to the ministry of Latin America ChildCare.

Parents

A third focus on people is the parents. We must find ways to have them participate in all dimensions of that ministry and find ways to reach them spiritually so that we can minister to entire families and bring together this most basic unit of any society.

SUMMARY STATEMENT

The principal emphasis of Latin America ChildCare is towards people - we cannot detour. The great projects only serve as monuments to human effort who must invest their lives in people and allow those people to reproduce these interests and values in the lives of others.

EMPHASIS ON LOCAL AUTONOMY

Second focal point of Latin America ChildCare is that we believe that every country and its projects need to move towards being autonomous. Autonomous does not mean independent or perfect. Latin America ChildCare's ministry is directed towards people who do not have resources and may never be financially secure. However it is the desire of Latin America ChildCare to develop local leadership who can take into their own hands the destiny of Latin America ChildCare in their prospective nations, making decisions and moving towards increasing local economy to carry the vision and efforts of LACC in their nation to maturation. There must be mutual confidence and trust between those developing a program and those administrating the program. To believe in the development of Latin America ChildCare program in a particular country is to believe that leadership development is a top priority. It is a life-long process to help leaders realize their potential.

SUMMARY STATEMENT

Autonomy means confidence. It is to say that we believe sufficiently in those with whom we are working and that we will permit them to develop their own program. We are aware that this will require orientation and help but at no time should we go over local initiative. We must believe in local leadership sufficiently to permit administration of local actions according to the vision of national leaders. This means trust in areas of finance and local administration for future development.

EMPHASIS ON SALVATION

Our basic responsibility as Christians is to supply the needs of people wherever they may be found. As Christians we have no other choice. This is the responsibility of those who have received the grace of Jesus Christ. However, we believe that the fundamental necessity of humanity is Jesus and our intention is that every boy and girl, man or woman who has any association with Latin America ChildCare will be introduced to a relationship with Jesus Christ. We cannot have our efforts diluted by any civic or cultural pretext. New birth in Jesus Christ is the foundational issue towards which we work and build a future ministry in each of the countries we have committed ourselves to. We affirm that the local church is the entity God has ordained to proclaim the Good News of the Gospel. The local church and the LACC school together form a unit of evangelistic effort that preaches and enfleshes the Gospel simultaneously.

SUMMARY STATEMENT

The focus of Latin America ChildCare has always been to the poorest of the poor - to those with no one to plead their cause. This focus has always been on people and our program's desire is to tangibly show compassion to the least of these. Human dignity and respect for life demonstrated in the tangible ministry of LACC is the enfleshment of the eternal concerns of Christ's kingdom, that the life changing issues facing all humanity can be addressed and understood through an encounter with Jesus Christ. Investment in marginal children of Latin America allows the possibility of a future generation emerging who will no longer be victims of tragedy but recreators of societal structures that will impact the future of their respective nations. LACC is not an agency which desires to initiate control or own the projects that are developed. It is a catalyst and conduit for the birthing of vision and action that penetrates the underside of Latin American culture with the reign of the kingdom of God. LACC has always worked with the assumption that local leadership must be equipped and trusted to carry out the ultimate development of this ministry. Our motivation to compassion of ministry is not naive romanticism nor social activism. We believe the people who live under the reign of God act in character with the one they proclaim as Lord. The redemptive nature of God as seen most clearly in Jesus Christ must be proclaimed and expressed tangibly. We believe that the fundamental necessity of humanity is a relationship with Jesus Christ. The New Testament clearly places the local church as central to that task of proclamation. We also affirm that this redeemed community of believers (the local church) must tangibly reflect that compassion to the poor, whomever they may be.

RELATIONSHIP OF CHILDREN'S SPONSORS TO SPONSORED CHILDREN

The stated philosophy of Latin America ChildCare is to focus its resources upon people. It is very important for this emphasis on people to find a practical expression. A most important people relationship that exists in Latin America ChildCare is a relationship between a child sponsor and a sponsored child. The lifeblood of the resources necessary to carry out the vision and ministry of Latin America ChildCare is the sponsor of a child. It is crucial to the ministry of Latin America ChildCare, both in North America and in Latin America, that everyone keep in mind that two of the most crucial entities that we must nurture and strengthen is the relationship that sponsors have to children.

North American sponsors become very attached to their sponsored child and enjoy the periodic contact that they may have with that child through letters, thank you notes and other such greetings at special occasions like Christmas and Birthdays. It is crucial that all administrative personnel, both in North America and Latin America, do their best to follow procedures that have already been laid down in the sponsorship manual that facilitate this relationship. A most crucial dimension of this relationship is the fact that North American sponsors who feel as if they have gotten to know their child are more likely to continue sponsoring that child because they have received prompt correspondence and have had their child send them personal notes.

One of the keys to develop a program in any country is a sponsor feeling as if their contribution to the ministry of LACC in a particular country is really making a difference. If we cannot serve a sponsor with proper information, that sponsor most likely will be inconsistent in their support and they may quickly drop their support if they don't receive prompt and regular correspondence. It is important that we realize that this dimension of our people emphasis is the lifeblood of Latin America ChildCare. Whatever we may do it should be to make this relationship a focal point, make it a warm relationship even though sponsor and child are separated by thousands of miles.

JOB DESCRIPTION FOR A COUNTRY COORDINATOR

Each country in which LACC serves will have a country coordinator, in most cases a DFM appointed missionary. The tasks of the country coordinator would include:

1. Responsibility for all finances distributed from Latin America ChildCare in the U.S. and Canada.
2. Coordination with the national director for teacher enrichment and training.
3. Coordination and facilitation of all local budgets, supervision monthly and coordination for annual budget reviews to be submitted to LACC International.
4. Coordination and approval, in cooperation with the national director, of all new projects and project expansions. This would include capital expenditures and additional students.
5. Coordination of local sponsorship program.
6. Liaison to national Assemblies of God organization.
7. Promotion of Latin America ChildCare throughout the country and with the national church.
8. Chair any local corporations needed to operate in the country.
9. Coordinate building projects.
10. Coordinate medical services.

NATIONAL DIRECTOR

Each country in which LACC serves will have a national director. The task of the national director will include:

1. Responsibility for finances which are distributed through the country coordinator to the local Latin America ChildCare program.
2. Formulation of teacher enrichment and training.
3. Approval of all local school budgets.
4. Submission of requests for all new projects and project expansion, including capital expenditures and additional students in cooperation with country coordinator.
5. Supervision of all school directors with service as prime focus of relationship.
6. Facilitation of the sponsorship program using the sponsorship manual.
7. Representative to national Assemblies of God organizations for Latin America ChildCare.
8. Promotion of Latin America ChildCare through the country and with the national church.
9. Coordination with the country coordinator of facilitating all new building projects.
10. Coordination with the country coordinator of medical services and feeding programs.
11. Participation in any local corporations necessary to operate in the country.

PROJECT AGREEMENTS

Agreement between Latin America ChildCare, Division of Foreign Missions and a national Latin America ChildCare organization.

Latin America ChildCare is a ministry centered in North America with desires to assist Christian child development educational ministries in Latin America and the Caribbean. As a recipient of assistance from Latin America ChildCare we believe that an agreement to be accountable to each other is necessary so that we might work harmoniously together to serve children of your nation.

1. What LACC will provide:

- A) Will provide a monthly disbursement of \$ _____ which you will receive at a set time each month. It will be distributed to you by the Latin America ChildCare country coordinator.
- B) We will serve with you in operating school projects in your nation more effectively.
- C) We will provide evaluative guidelines by which your school projects can develop increasing maturity and responsibility for resources received.
- D) We will assist in coordinating proper correspondence and relationship between children sponsored in your nation and the child sponsors in North America.

2. The local project is responsible:

- A) To receive and disburse funds in an accountable way, to provide receipts of expenditures and salary disbursement records each month upon receipt of next disbursement.
- B) Assure that schools operate on all regularly scheduled school days as stated by the country's Department of Education.
- C) Seek to follow government guidelines for school administration and academic standards for each school.
- D) To require all schools to provide a worship chapel experience for children at least once a week in a classroom or together as a school with teachers in attendance.
- E) To develop a systematic program of Christian education for all children in attendance at the LACC schools affiliated in the country.
- F) To take all possible opportunities to lead all students to a personal decision for Jesus Christ.
- G) Actively encourage all children and their families to attend the local Assemblies of God church.

H) To provide and facilitate correspondence between sponsored children and their sponsors through Latin America ChildCare office in that nation.

I) To provide a yearly report to the Latin America ChildCare office in the respective nations as to how the country project has followed all of the guidelines for which it is responsible.

J) To submit to the local Latin America ChildCare office 90 days previous to the end of the school year any requests for capital expenditures and increase in student population for the coming academic year.

*Project = A country

(i.e. El Salvador is a project

Costa Rica is a project)

It is a general inclusive term for each nation.

PARTICIPATION REQUIREMENTS

The projects that become part of Latin America ChildCare may do so in several ways. They may be projects that have already existed with indigenous leadership and who subsequently wish to have financial and supervisory assistance from the local Latin America ChildCare office. Another way in which a school may join the local Latin America ChildCare program would be that through various means, either national initiative or missionary initiative the project is submitted for approval and funded and subsequently comes under the umbrella of Latin America ChildCare. Each project should have the following information to join, either as an already existing school or as a school to be added.

The application to Latin America ChildCare to become part of the ministry of LACC in a country should include a description of the community and an overview of any other similar ministries or services available to the children of the community being targeted. In a discussion of the need for Latin America ChildCare in a proposed community, project the number of children that might be included in the project, a proposed starting date, an overview of a staffing plan, an indication of local resources that might be available for the project and a plan for how this proposed project would penetrate the community with the Gospel. This would be not only through the school but through the local church that is part of the school ministry. There should also be a tentative budget as to start-up costs and ongoing costs. The start-up costs might include land, building costs and should also include a proposed budget for the ongoing work of the school in its first two years. This would include teachers, director, food, etc. using the budget sheets available in this manual. (See enclosed sheets)

Potential local projects that want to become part of Latin America ChildCare should submit a proposal to the national director of Latin America ChildCare. In cooperation with country coordinator the national director will evaluate the feasibility of allowing an existing project to join the Latin America ChildCare program or the necessity and feasibility of adding a brand new project to Latin America ChildCare. All projects that exist independently of LACC but wish to join will need the approval of the national director who will then submit it to the country coordinator for evaluation by the Latin America ChildCare international board. Only those projects which have the approval of the national LACC organization, country coordinator and LACC international may receive subsequent funding.

**SCHOOL AGREEMENT FORM
WITH LATIN AMERICA CHILDCARE**

You have been chosen to receive assistance from Latin America ChildCare, a ministry centered in the United States that desires to assist Christian school ministries in Latin America and the Caribbean. In being chosen as a recipient of assistance from Latin America ChildCare we believe that an agreement to be accountable to each other is necessary so that we may work harmoniously together to serve the children of Haiti.

WHAT LACC WILL PROVIDE:

1. We will provide a monthly disbursement of \$ _____ which you will receive around the 15th of every month that school is in session. It will be distributed to you by the Latin America ChildCare country coordinator.
2. We will strive to assist you in operating your school more effectively.
3. We will provide evaluative guidelines by which you may increase your disbursement after completion of one school year in the program.

THE SCHOOL IS RESPONSIBLE TO:

1. Receive and disburse funds in an accountable way.
2. Provide receipts of expenditures or salary disbursements records each month upon receipt of next disbursement.
3. Operate all regularly scheduled school days as stated by the Department of Education of Haiti.
4. Seek to follow government guidelines for school administration and for academic standards for each grade.
5. Provide a worship chapel experience for children at least once a week in the classroom or together as a school with all teachers in attendance.
6. Take all possible opportunities to lead all students to a personal decision for Jesus Christ.
7. Actively encourage all children and their families to attend the Assemblies of God church.
8. Provide/facilitate correspondence between sponsored children and their sponsors through LACC country coordinator.

SCHOOL APPLICATION

SCHOOL:

DIRECTOR:

1. Is the school operated in conjunction with an Assemblies of God church? _____
If yes...
Pastor's Name _____
2. What is the minimum average attendance of children? _____ How many grades are there in the school? _____
3. Is the school approved by the government/department of education? _____ Are all teachers actively seeking teacher certification? _____
4. Does the school employ at least one teacher who has completed the three eme level of education in the Haitian school system? _____
5. Does the school have blackboards and desks in each classroom? _____ What other equipment does the school own? _____

6. Is the school presently receiving any assistance from another agency? _____ If yes, what is that agency and what are the amount of funds received monthly? _____

7. Does the school have the supplies or the equipment for a feeding program for the children?

8. What will be the major usage for the funds provided to your school by Latin America ChildCare? _____

9. How many years has your school been in operation? _____
What percentage of the children attending your school also attend your church? _____
Does your school meet daily? _____ What time does school start and finish? _____
How many teachers are in the schools? _____

Quarterly Financial Report
(for quarter ending _____)

Project: _____ **Project Number:** _____

City: _____ **No. of Children:** _____

Country: _____ **Project Manager:** _____

	Quarter / to /	Year to Date / to /	Monthly Average	Monthly Budget
Income				
Other donations				
Charges for services				
Other				
Total Income				
Expense				
Food				
Clothing				
Medical				
Salaries				
Utilities				
Travel				
Equipment				
School Supplies				
School fees				
Personal care				
Recreation				
Maintenance				
Other				
Total Expense				
Net Income/(Loss)				
Net Expense				
Average No. of Children				
Net Expense Per Child				

Annual Budget

For twelve months ending _____
(To be submitted 120 days previous to end of school year
for approval for subsequent school year.)

Project: _____ **Project Number:** _____

City: _____ **No. of Children:** _____

Country: _____ **Project Manager:** _____

	Actual / to /	Actual Monthly Average	Yearly Budget	Monthly Budget
Income				
Other donations				
Charges for services				
Other				
Total Income				
Expense				
Food				
Clothing				
Medical				
Salaries				
Utilities				
Travel				
Equipment				
School Supplies				
School fees				
Personal care				
Recreation				
Maintenance				
Other				
Total Expense				
Net Income/(Loss)				
Net Expense				
Average No. of Children				
Net Expense Per Child				

Describe projected changes, cope of services and dates of changes

REQUEST FOR ADDITIONAL SCHOLARSHIPS
FOR THE COMING SCHOOL YEAR

LOCAL SCHOOL REQUEST

A school may expand at whatever rate national leadership deems necessary to meet the needs in the community, however, only a certain amount of funds will be available from Latin America ChildCare to develop any growth. All projected growth that necessitates Latin America ChildCare funds will have to be approved both by local leadership and the country coordinator so that appropriate funding can be developed in North America. To request funds for support for adding the students to a local school project a local school should submit a document to the national director 120 days previous to the end of the school year for anticipated growth in the subsequent school year.

This document should include:

1. Present number of students in the school.
2. Present number of students sponsored through Latin America ChildCare.
3. The number of additional students that the school wishes to add to the school.
4. Additional funds necessary to meet a budget for such a school population.
5. A clear statement as to the need for additional funds.
6. Why those funds are necessary to support the proposed growth.
7. Rationale why additional students are going to be added to the already existing program.

**REQUEST FROM NATIONAL DIRECTOR TO LATIN AMERICA CHILDCARE
FOR ADDITIONAL SCHOLARSHIP AND/OR CAPITAL FUNDING**

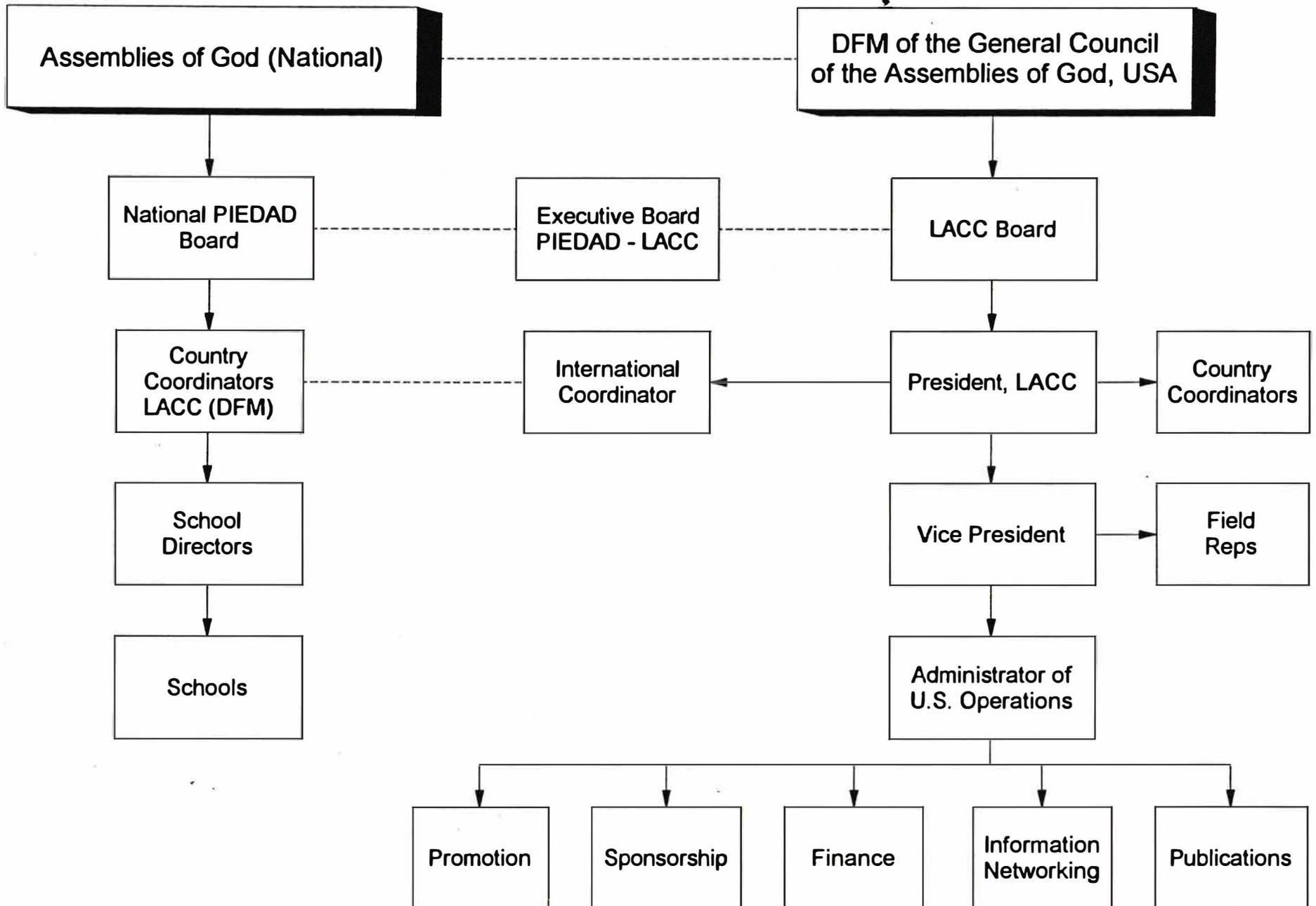
After reception of local school project requests and approval, a document should be submitted to the country coordinator to be forwarded to Latin America ChildCare International for its approval. This request should be made 90 days previous to the end of the school year for funding in a subsequent year.

The request should include:

1. Number of students presently in the program.
2. Number of students presently sponsored.
3. Additional number of students being requested to add to the program.
4. How much this will add to the budget.
5. Rationale for increase in funding.
6. Rationale for increase in student population.
7. Rationale for capital funds necessary for new building projects or building project additions.
8. Cost of building project requested.

LACC International will review all requests and prioritize them and respond to local country coordinators and national directors no later than 30 days previous to the end of school year so that appropriate budgets can be developed for the subsequent school year. No additional funding from LACC International can be expected without following the process of approving such additional funds.

Latin America ChildCare



PRESIDENT:

- Shall be chair of all boards - U.S., Canada, PIEDAD International.
- Shall be chief executive officer for all dimensions of LACC.
- Shall be responsible for:
 - 1) Direction of all financial aspects of LACC and its financial commitment to local PIEDAD ministries.
 - 2) Approval of all LACC personnel working with the local PIEDAD ministries.
 - 3) Approval of all projects proposed by local PIEDAD ministries.
 - 4) Setting direction and vision for LACC.

INTERNATIONAL COORDINATOR:

- Shall report directly to the President of LACC.
- Shall be prime liaison representative between LACC and local PIEDAD ministries.
- Shall facilitate and supervise all LACC financial agreements with local PIEDAD ministries.
- Shall facilitate the approval process of project growth or project additions with local PIEDAD ministries.
- Shall facilitate proper LACC training and continuing education of local PIEDAD personnel.

EXECUTIVE VICE PRESIDENT:

- Shall report directly to the President.
- Shall be responsible for all aspects of LACC ministry in the U.S.
- Shall represent LACC at national and district levels.
- Shall facilitate training of LACC going to Latin American nations.
- Shall facilitate veteran LACC missionaries' representation of LACC during periods of deputation.

ADMINISTRATOR OF U.S. OPERATIONS

- Shall report directly to the Vice President.
- Shall supervise all facets of LACC offices in the U.S. including:
 - Supervision of all office personnel.
 - Responsible for the planning and oversight of all LACC office staff, training, office productions, office systems and office policy and procedures.
 - Responsible for communications and enforcement of guidelines set forth by DFM for office operations and personnel policy.
 - Responsible for planning long-term planning of staff growth and future office needs and functions.
 - Production of all publications and promotional materials.
 - Responsible for "in-house" production and development of planned communications done on a periodic basis.
 - Responsible for the general oversight and supervision of special public relations projects and campaigns.
 - Coordinating relationship between field and U.S. offices.
 - Responsible for having a working knowledge of all missionaries (country coordinators) involved with LACC and understanding how each country system works and interfaces with U.S. LACC. Also helps to develop policy and procedures for country coordinator.
 - Work as a liaison between country coordinators, DFM and LACC. Including working knowledge of DFM policy and procedure.
 - Be available to travel overseas for consulting and trouble-shooting of LACC systems administration, procedure review and meetings.
 - Oversee sponsorship services:
 - Responsible for the overall sponsorship program including proactive planning and implementation of all sponsor services with the primary goal of developing greater sponsorship advocacy.
 - Sponsor communications and trouble-shooting.
 - Assist in the strategic planning and long-term development of the sponsorship system.

- Supervision of all computer processes.
 - Coordination of overall computer information systems and services.

- Coordination of all financial matters under the direction of the Vice President for U.S. Finances and President for Field Finances.
 - Supervision of all reporting and decisions regarding finances and budget for LACC offices.
 - Responsible to assist LACC President in producing financial reports, facilitating bank transfers, and monitoring bank balances as related to DFM protocol.

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Latin America ChildCare *The Message*

Latin America ChildCare gives you the opportunity to impact the life of a poverty-stricken child in Latin America with the power of the Gospel. Your gift supplies the crucial elements needed to give a child a chance at a better future through food, medical care, a vital Christian education, and of course the Good News that Jesus Christ loves them and can change their life eternally.
