



SUNDAY, OCTOBER 23, 2022

FREQUENTLY ASKED QUESTIONS

GENERAL INFORMATION

When is Church has Left the Building (CHLB22)?

On the morning of Sunday, October 23, 2022 we will close our doors and serve in our local community. Specific times will be set by your team leader. Large project starting and ending times are on our website.

Who can participate?

Everyone can serve! You can serve with a small team from your large group, your small group, as a family, or individually too. All of your friends, neighbors or extended family are welcome to join us for CHLB. We would love to have them serving with us!

Can minors participate without parents? Yes, younger minors (junior high students and younger), may serve with another family. Their parents or guardian must fill out the General Liability and Medical Release Form and give it to the family they are serving with at CHLB. For high school students, they should bring this form with them as they come to serve with us. This form is available on our CHLB22 webpage.

Where can we serve?

Small groups can serve anywhere in our local community; pick a neighbor in need, a Grace Fellowship family in need, support your favorite local non-profit, the possibilities are endless! If you need help finding a suitable project, please email CHLB22@WhatIsGrace.org and we can help you! All large projects will be in the Katy/West Houston area. Large group project details are provided on the website.

Why do we serve?

To glorify God and share His love and mercy in our Community! Jesus commanded the following of us: "... let your light shine before others, so that they may see your good works and give glory to your Father who is in heaven." Matthew 5:16 ESV. Our two primary goals are to glorify God in our local community and to "reach the unreached".

Why serve on a Sunday?

This is the day we set aside for worshipping and glorifying God! CHLB22 demonstrates that Church is not just gathering inside of our building for an hour! Serving and sharing your faith are essential "Church" elements to spreading His good news in our local community!

Where do new visitors or members go if they arrive on campus on CHLB22 Sunday?

Connections Ministry volunteers will be available on campus to direct new visitors or members to a convenient opportunity to serve at CHLB22. We will have 4-5 on campus projects this year so there will be plenty of opportunity for them to plug right in but, depending on time and other particulars, it may also be possible to join one or more of our other CHLB projects off campus.

Childcare availability?

Yes, childcare will be available (at no charge), on campus for children ages 8 weeks through 4 years old for Grace Fellowship members and regular attenders with advance registration. Please fill out the Childcare Registration form by Sunday, October 16th. *It will be a very busy day for our childcare team, so we please ask that you utilize childcare only during the times of your CHLB project.* Kindergarten-aged children and older are encouraged to serve with their families.

SMALL GROUP / TEAM INFORMATION

How do Small Groups find out more information about CHLB22?

We have a CHLB Leader's Guide available on our CHLB22 webpage. It offers information about our CHLB22 process, general timeline, project ideas, how to register your project and much more. You can print this resource for discussion with your team.

What acceptance guidelines apply to small group or team project nominations?

Our guidelines to accept a CHLB22 project are very minimal, your project **must have a significant service element** and, given that, we will provide up to \$650 for supplies, materials, and/or equipment to help your group or team execute your service project.

What are my project options?

We would encourage all of our small group leaders or teams to find a community project or to adopt one from our list of small group projects. However, if that is not practical or feasible, then please have your small group or team join a large project of your choice.

Is there a Project Adoption List for small groups or teams?

Yes, our CHLB planning team has contacted all of our local ministry partners and requested their project lists. Please email CHLB22@WhatIsGrace.org for more information on projects that your small group or team could adopt.

Who are our local ministry partners in Katy?

Grace Fellowship has an extensive network of faith-based partners who are truly the Hands and Feet of Jesus everyday in the Katy area. Please look for a post card on our local

missions' kiosk in the Sanctuary lobby. This postcard lists our many partners and outlines how you can support them during CHLB and, prayerfully, in the future.

How can we pray over the families or organizations we are serving?

Please use the prayer card, available on the CHLB22 webpage, as a guideline and adapt the message to be meaningful for your group or team and who you are serving! Please also pray broadly for the "unreached" in the world and specifically for our four adopted Unreached People Groups.

What documents do I need at our CHLB22 worksite?

- **CHLB Liability Release & Sign-In Sheet** – please print this form and ask all your team members to sign in the morning of your CHLB project. *Please submit this form with your final request for reimbursement.*
- **Homeowner's Agreement and Liability Release** - In the event your group or team performs work on a home, please ask the homeowner to sign this form. *If applicable, please submit this form with your final request for reimbursement.*

How do we purchase materials and supplies for our project?

Each group can purchase their supplies directly from their preferred sources. Please use our tax-exempt form to avoid paying tax (saving 8% on total purchase which means you have more funds available for your project). Please submit all original register receipts for reimbursement purposes.

How can I get a 2022 Texas Tax Exemption Form?

As a 501(c)(3) organization, Grace Fellowship does not pay state sales tax. Please print and present the Tax Exemption Form, available on CHLB22 webpage, for all your project purchases.

Does Grace Fellowship have accounts at any local businesses?

Yes, we have accounts at Home Depot, Lowe's and ACE Hardware! You just give them the church's telephone number (281-646-1903) and they will use our tax-exempt accounts. We also have a number of other tax free accounts set up as well, so please email CHLB22@WhatsGrace.org with questions. *Please verify that tax has not been charged prior to paying for the supplies.*

LARGE PROJECTS

What large projects are available?

Our CHLB22 planning team prayerfully wanted to offer everyone the opportunity to join us in this day of service so we have provided a very diverse offering of large projects that individuals, families or groups can conveniently plug into. Please see our CHLB22 webpage for details on these serving options.

Can I serve with a Large Project team if I'm a member of a Small Group?

We encourage all of our small groups or teams to find their own community project or to adopt one from our list of small group projects. This will be the best option for fellowship as

well as most meaningful and impactful for the family or organization you are supporting! However, if that is not practical or feasible, then please have your small group or team join a large project of your choice.

OTHER DETAILS

Where do I send a group photos and testimonies?

We would love to see group photos or video from your CHLB22 project, please stay tuned, we are currently looking at ways to make this very easy for your team. We would also LOVE to get video or written testimonies from the families and/or organizations you serve during this special day.

Can we provide lunch, snacks or drinks for our large or small group teams?

We encourage each team to fellowship together and celebrate the God moments of the day together. Your leader is fully authorized to decide what will be covered from their project budget and the expense can be submitted and reimbursed accordingly.

Do we need to finish our project?

Yes, please do complete your projects. This highlights the importance of ensuring your team scopes the project upfront so that we are able to complete our work in 3-4 hours.

What should we do with extra or leftover supplies?

If the materials or supplies would be helpful to the family or organization you are serving, please leave them the remaining supplies. If you have purchased tools or other equipment, please contact CHLB22@WhatsGrace.org for directions on what to do with these items.

PROJECT WRAP UP AND REIMBURSEMENT FOR SUPPLIES

What do I need to submit after our project is completed?

Please use the CHLB22 reimbursement form found on our website to request reimbursement on the items purchased for your project. You may use more than one form if more than one of your group's members requires a reimbursement or you need to be reimbursed before your project is complete. You can submit your reimbursement forms, **with online purchase and/or original register receipts**, to Grace Fellowship Church, Local Missions, 2655 S. Mason Road Katy, TX 77450, or drop it off at our Ministry Center reception office. Please allow up to 2 weeks for reimbursement.

Please include your Worksite Volunteer Sign-In Sheet with your reimbursement request.

If applicable, please also include the Homeowner's Indemnification.

MORE INFO AT: [WHATISGRACE.ORG/CHLB22](https://www.whatisgrace.org/chlb22)
MORE QUESTIONS? EMAIL CHLB22@WHATISGRACE.ORG