



FREQUENTLY ASKED QUESTIONS

GENERAL INFORMATION

When is Church Has Left the Building (CHLB)?

On the morning of Sunday, October 18, 2026, Grace Fellowship campuses will close our doors and serve in our local communities. The team leaders will set specific times. Large project start and end times will be posted on the 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. All 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 parent or guardian must complete the General Liability and Medical Release Form and give it to the family they are serving at CHLB. High school students should bring this form with them when they come to serve with us. This form is available on the [CHLB website](#).

Where can we serve?

Small groups can serve anywhere in our local community ... pick a neighbor in need, a Grace Fellowship family in need, look into the Be Prepared project idea, support your favorite local non-profit ... the possibilities are endless! If you need help finding a suitable project, please email CHLB@WhatsGrace.org, and we can help you find one! All large projects will be in the Katy/West Houston area. Details for the large group project are available 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 to worship and glorify God! CHLB demonstrates that the Church is not just gathering inside our building for an hour! Serving and sharing our 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 CHLB Sunday?

Connections Ministry volunteers will be available on campus to direct new visitors or members to a convenient opportunity to serve at CHLB. There will be several projects on the main campus so that they can 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 4. *[It will be a very busy day for our childcare team, so please use 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 CHLB?

Start with the [website](#), as there's a lot of great information there. We have a CHLB Leader's Guide available on our CHLB webpage. It provides information on our CHLB process, the general timeline, project ideas, how to register your project, and more. You can print this resource for discussion with your team.

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

Our guidelines for accepting a CHLB2 project are very minimal: your project must have a significant service or relational outreach 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 our small group leaders or teams to develop a community project, implement a Be Prepared project (see the website for more information), or adopt a local ministry project. We are encouraging small groups to serve together versus signing up for a large project.

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

Yes, our CHLB planning team has contacted all our local ministry partners to request their project lists. We also have Be Prepared candidates who need to be adopted. Please check the [website](#) for a list of local ministry projects, sign up on the Be Prepared form (and we will match you up), or email CHLB@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 every day in the Katy area. Please look for our Missions brochure on our Missions' kiosk on the Sanctuary porch. This information guide 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 [CHLB website](#) as a guideline and adapt the message to be meaningful for your group or team and for the people you are serving!

Please also pray broadly for the “unreached” worldwide and specifically for our six adopted Unreached People Groups.

What documents do I need at our CHLB worksite?

- **CHLB Liability Release & Worksite 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 Release from Liability** – 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 its supplies directly from its preferred sources. **Please use our tax-exempt form to avoid paying tax (saving 8.25% 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 2026 Sales 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 the CHLB 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 give them the church’s telephone number (281-646-1903), and they will use our tax-exempt accounts. We also have several other tax-free accounts set up, such as Amazon, Sam’s Club, and Costco, so please email CHLB@WhatsGrace.org with any questions. Please verify that tax has not been charged before paying for the supplies.

How do we use Grace Fellowship’s membership in the Houston ToolBank?

All Grace Fellowship teams can use our membership in the [Houston ToolBank](#). The tool bank is a phenomenal resource for discounted tools, equipment, and event supplies (i.e., tables and chairs, canopies, coolers, etc.). You will find instructions in the leader’s packet on how to use this great resource. We have a truck scheduled to deliver items to Grace Fellowship a few days before CHLB Sunday, so your tools and equipment can be delivered here too!

LARGE PROJECTS

What large projects are available?

Our CHLB 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 the [CHLB website](#) for details on these serving options.

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

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

We would love to see group photos or a video from your CHLB project. Please take photos (including a before-and-after photo of your team and a team photo with the person you are serving) and a 30-second video of your team serving. Please send up to 3 photos and the video to CHLB@WhatIsGrace.org no later than Wednesday, October 21.

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

We encourage each team to fellowship and celebrate the God moments of the day. 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 they can complete the work in 3-4 hours. A completed project is ALWAYS a blessing to the families and organizations we serve!

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 the remaining supplies with them. If you have purchased tools or other equipment, please get in touch with CHLB@WhatIsGrace.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 CHLB reimbursement form found on our website to request reimbursement for the items purchased for your project. You may use more than one form if more than one of your group's members requires reimbursement, or if 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 them off at our Ministry Center reception office. Please allow up to 2 weeks for reimbursement.

Please include your Worksite Sign-In Sheet with your reimbursement request and, if applicable, the Homeowner's Agreement and Release from Liability form.

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