THE UNITED CHURCH OF ZAMBIA

All one in Christ

The United Church of Zambia

Financial Assessment Policy

REVISED 2024

POLICY
IN SUMMARY

+260-211-250641

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Introduction

The United Church of Zambia (UCZ) has revised its Finance Assessment Policy to align with its mission and vision for the future. The policy aims to streamline financial management, enhance transparency, and ensure equitable distribution of resources to support local mission activities. The revision reflects the church's commitment to good stewardship, inclusivity, and the use of technology to improve efficiency.

Key Objectives

- Provide a clear framework for income collection and reporting.
- Enhance compliance and controls in financial management.
- Promote accountability and traceability of funds.
- Encourage the use of digital platforms for fund management.

Core Components:

Mission Offering:
- An annual contribution from communicant members (minimum ZMW 100) to support the church's broader mission.
- Collected from October to December, with a rededication service in January.
- Contributions can be made via cash, cheque, bank transfer, or mobile money.

Weekly Offering:
- Regular contributions during weekly services to support church operations and mission activities.
- Revised percentage allocation: Synod (10%), Presbytery (20%), Consistory (10%), Congregation (60%).

Tithe Offering:
- Members contribute 10% of their income to support church operations and mission activities.
- Revised percentage allocation: Synod (10%), Presbytery (20%), Consistory (10%), Congregation (60%).

Holy Communion Assessment:
- Offerings collected during Holy Communion services to support local congregational initiatives.
- Revised percentage allocation: 100% to the congregation.

Harvest Assessment:
- Annual contributions during the Harvest Festival to support church missions and community projects.
- Revised percentage allocation: Synod (10%), Synod Common Basket (20%), Presbytery (15%), Consistory (5%), Congregation (50%).

Investment Guidelines:
- 20% of mission offering collections allocated for investments to ensure financial sustainability.
- Investments are guided by ethical considerations, risk tolerance, and diversification.

Management and Risk Mitigation:
- The policy outlines strategies to manage risks such as resistance to change, miscommunication, technical challenges, and non-compliance.
- Emphasis on clear communication, training, and the use of digital platforms to ensure smooth implementation.

Monitoring and Evaluation:
- Regular monitoring and evaluation to assess the policy's effectiveness.
- Key performance indicators (KPIs) will track contributions, member participation, and investment success.
- External evaluators will conduct periodic assessments to ensure transparency and accountability.

Controls and Compliance:
- Internal controls include segregation of duties, secure handling of funds, and accurate record-keeping.
- Compliance mechanisms involve regular audits, policy training, and corrective actions for non-compliance.

Conclusion

The Revised Finance Assessment Policy 2024 is a significant step towards ensuring the financial sustainability of the UCZ. It reflects the church's commitment to transparency, accountability, and effective stewardship of resources. By aligning financial practices with the church's mission, the policy aims to enhance local mission activities and build a sense of shared responsibility among members.

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Frequently Asked Questions

What are the major changes in the 2024 Finance Assessment Policy? The policy introduces several key changes, including:

- A new Mission Offering component (minimum K100 annually per member) to support the mission of the church.
- Revised percentage allocations for various offerings to empower the congregations.
- Integration of digital management and payment platforms
- Enhanced monitoring and compliance mechanisms

Why is digitalization important in this revised policy? Digitalization is crucial for several reasons:

- Streamlines financial management processes
- Enables real-time tracking and reporting
- Provides more convenient payment options for members
- Enhances transparency and accountability
- Supports the church's commitment to efficiency and understanding the times we are living in.

Why is the church asking for the National Registration (NRC) numbers?

- The NRC number provides a standardised identification system already widely used in Zambia (schools, banks, hospitals, employers, cooperatives, etc. all use the NRC as a unique identifier).
- Help prevent duplicate records (The NRC is a unique identifier).
- Enhance data accuracy and member tracking.
- Facilitate easier integration with digital payment systems.
- Align with national financial inclusion practices.

When and how should the Mission Offering be collected? The Mission Offering should be:

- Collected between October and December for the following financial year.
- Minimum contribution of K100 per member
- Can be paid through various channels, including cash, mobile money, and bank transfers.
- Followed by a rededication service on New Year's Day

What internal controls are in place to ensure proper handling of funds? The policy implements several controls:

- Segregation of duties among different individuals
- Mandatory banking within two business days
- Regular audits and monitoring
- Standardized documentation and record-keeping
- Digital tracking systems

How does the policy address remote areas with limited internet connectivity? The policy acknowledges this challenge and provides for:

- Traditional collection methods to remain available
- Nearby locations to offer assistance for digital transactions via UCZ.one
- Flexible reporting mechanisms
- Support from Presbytery and Consistory offices for remote congregations

For more detailed information about any of these aspects, please consult the full policy document, which is available in all presbyteries, or speak with your local congregation leadership.

DIGITALISATION AND YOU
Benefits at a Glance

For Members:

- Access your spiritual information anytime, anywhere
- Make contributions easily through digital payments
- Update personal details and view giving history online
- Receive timely church communications
- Transfer membership seamlessly between congregations

For Ministers:

- Provide personalized pastoral care with better member insights
- Reduce administrative paperwork
- Focus more time on ministry, less on management
- Track member engagement more effectively
- Develop targeted programs based on actual needs

For the Church:

- Enhance financial transparency and accountability
- Streamline operations across all church courts
- Make data-driven ministry decisions
- Improve member retention and engagement
- Support mission activities more efficiently

The UCZ Database Management System places you at the center, making your church experience more meaningful, accessible, and responsive.

VISION

The Total Salvation of humanity with spiritual restoration and physical wellbeing fully reconciled in Christ the only Saviour

MISSION

The United Church of Zambia is committed to spreading the Good News of Salvation to the Zambian people and all Nations in fulfilment of Christ's Mission to the World.

CORE VALUES

- Worship of God in Truth and in Spirit
- Intentionally member- focused and empowering local courts of the Church
- Uncompromising contextual and respect for environment and climate
- Strategic Ecumenical partnership
- Respect for human dignity, rights , economic and social justice

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