

June 17, 2019

Dear ACC Credentialed Ministers,

It is time for the triennial credential renewals. All those who hold active credentials through Atlantic Coast Conference will need to submit two forms in order to receive updated Ministerial Wallet Cards and credentials extended for an additional three years:

Ministry Growth Report

The Ministry Growth Report provides an overview of continuing education and training programs our ministers are completing, in addition to the spiritual disciplines that ministers are cultivating. This report will be shared with your designated conference minister and reviewed during a future check-in. All credentialed ministers must complete this form.

Credentialed Leader Covenant (*Pennsylvania residents only*)

The Credentialed Leader Covenant outlines expectations to which Credentialed Leaders are held both by Pennsylvania law and ACC's chosen best practices. Among these standards is the requirement to complete three background certifications. The process to complete these certifications is outlined on the enclosed blue document. These certifications are valid for five years, so to ensure that they are valid for the remainder of this credentialing cycle (through Oct 2022), **all certifications should have been completed since October 2017**. Each minister must file a new covenant form with dates of completed certifications. Copies of these certifications should be maintained by your home congregation unless other arrangements have been made.

Child Safety Affirmation Statement (*non-Pennsylvania residents only*)

The Child Safety Affirmation Statement outlines the expectations to which Credentialed Leaders are held by ACC's chosen best practices. Because of the variety of certifications available in different states, non-Pennsylvania residents are not required to undergo any certifications, though we strongly recommend that congregations require some level of certification by their ministers. ACC's ministers outside of Pennsylvania are instead asked to sign this form to indicate affirmation with ACC's standards for Credentialed Ministers.

All of these forms must be submitted for credentials to be renewed. **Please return these forms to the ACC office by Monday September 2, 2019.** Please don't hesitate to reach out to me or to your designated conference minister for additional assistance with any piece of this process. We appreciate the opportunity to walk with you in ministry.

Sincerely,

Brook Musselman
ACC Conference Coordinator