CFC
CHRIST FELLOWSHIP CENTRE

2027 ANNUAL MINISTRY YEAR PLAN & CALENDAR

One movement • One vision • Every structure serving with order, prayer and excellence

CONSTITUTION-GUIDED	NATIONAL • REGIONAL • BRANCH	MINISTRIES • OUTREACH • FINANCE
Recurring duties come directly from the CFC Constitution.	A shared rhythm for leadership, councils and reporting.	Practical dates for coordinated implementation in 2027.

Prepared for Christ Fellowship Centre • cfcsa.org.za

GOVERNING FOUNDATION	What is required by the Constitution, and what is proposed for 2027
National leadership	The International Executive Commission / National Executive oversees the movement, ensures regions function properly, arranges national and international conventions, and develops the annual year plan.
Regional leadership	Regional Heads and Regional Executive Committees lead branches, support branch operations and growth, conduct the monthly Church Council, and monitor implementation.
Branch leadership	The Branch Pastor and Branch Executive Committee manage worship, administration, finances, growth, preaching plans, weekly services, departments, care and conference attendance.
Annual & recurring governance	Annual congregational meeting in January; Church Council on the second Sunday monthly, 14:00–16:30; Board of Elders at least quarterly; Church Conference normally in June; December convention implements conference agreements.
Ministry structures	Children, Youth, Women, Men, Young Adults, Praise & Worship, Intercessors, Outreach / Global Voice, Bible Studies, Counselling, Practical Ministry and skills empowerment are included in the shared plan.
Accountability	Department funds and reports, prompt banking, twice-monthly financial monitoring, monthly branch financial reporting, meeting minutes, membership and sacramental records must be maintained.

IMPORTANT PLANNING NOTE

Dates shown in purple are proposed national coordination dates. They may be confirmed or amended by the National Executive. Constitutional frequencies and duties remain binding. Local branches may adapt weekly service days to their environment in consultation with the National Office.

Constitution references: pp. 2–12, 18–19 and 23–27 of the supplied CFC Constitution Final 2022.

WEEKLY WORSHIP & FELLOWSHIP RHYTHM

The constitutional pattern for every local branch

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
Prayer service • prayer requests • Word of God	Choir / praise and worship practice	Girls & Boys fellowship • groups • Bible study	Women / Mothers during the day • Youth in the evening	Bible classes • discipleship • leadership development	Men / Fathers service • department meetings • outreach	08:00–09:00 intercession • 09:00–12:30 main worship service

SUNDAY SERVICE FLOW	BRANCH PREPARATION	EVERY WEEK
Song & prayer • Welcome • Scripture • Worship • Prayer • Testimonies/items • Offering & announcements • Prayer for all nations • Word • Ministry / altar call • Closing prayer	Programme director, preaching plan and MC plan prepared monthly or quarterly. Mature programme directors lead the main service; it is not a training platform.	Children's ministry • pastoral care • intercession • praise & worship • welcome and follow-up • giving records • visitor and membership care

LOCAL ADAPTATION

Branches operate in different environments. Changes to the weekly pattern should be made with the help and advice of the National Office, while ensuring that every group receives pastoral care and fellowship.

2027 MASTER YEAR AT A GLANCE

National anchors, recurring governance and ministry emphasis

JAN	Annual meetings • Q1 Soul-Winning Weekend	Vision • consecration • evangelism	Budgets • leaders introduced • Q1 plans
FEB	Leadership activation • Couples Conference	Marriage • family • discipleship	Q1 fundraising • finance checks
MAR	Passover Conference • Q1 Board	Prayer • evangelism • worship	Q1 ministry reports
APR	Follow-up • Q2 Soul-Winning Weekend	New believers • home cells • evangelism	Q2 plans • records review
MAY	Women’s annual gathering	Women • mothers • family care	Q2 fundraising • Conference preparation
JUN	Church Conference • Youth Day	Youth • leadership • policy review	Midyear reports • year-plan review
JUL	Training • Q3 Soul-Winning Weekend	Children • Bible studies • evangelism	Q3 Board • branch support
AUG	CFC Men’s Conference	Men • fathers • marriages	Q3 fundraising • finance checks
SEP	Outreach & heritage mission	Evangelism • culture • community	Q3 reports • 2028 proposals
OCT	Children • Q4 Soul-Winning Weekend	Children • teachers • evangelism	Budget drafting • records audit
NOV	Convention readiness	Thanksgiving • department reviews	Q4 fundraising • budgets • annual reports
DEC	CFC Convention	Celebration • implementation mandate	Year close • archive • 2028 handover

Recurring constitutional date: Regional Church Council meets every second Sunday, 14:00–16:30. The 2027 dates are listed on each monthly page.

JANUARY 2027

CONSECRATE & ALIGN • Vision, mission, policies, ethics, membership and leadership introduction

MON	TUE	WED	THU	FRI	SAT	SUN
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

DATE	KEY ACTION	RESPONSIBLE STRUCTURE
3–9	National prayer & consecration week	All structures
10	Regional Church Council • 14:00–16:30	Regional Executive + branch delegates
17 & 24	Announce annual congregational meeting	Branch Pastor / Board of Elders
23–24	Q1 Evangelism & Soul-Winning Weekend	Global Voice / Outreach + every branch
30	Q1 Board of Elders / National Executive meeting	National leadership
31	Annual congregational meeting	Every branch

EVERY BRANCH THROUGHOUT THE MONTH

Maintain weekly services; Sunday intercession and worship; children’s ministry; pastoral visitation; at least one dedicated evangelism and soul-winning outreach with new-believer follow-up; twice-monthly finance monitoring; prompt banking; department fundraising and care; monthly preaching and MC plans.

MONTH-END STANDARD

Submit ministry activity reports; present branch income and expenditure to members; verify banking records; confirm minutes and action owners.

FEBRUARY 2027

COUPLES & MINISTRY ACTIVATION • Couples Conference, departments, counselling, family care and community mapping

MON	TUE	WED	THU	FRI	SAT	SUN
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

DATE	KEY ACTION	RESPONSIBLE STRUCTURE
6	Leadership training & department activation	Pastors, elders, deacons, organisers
14	Regional Church Council • 14:00–16:30	Regional Executive + branches
19–21	CFC Couples Conference	Married and engaged couples + pastoral leaders
20	Community mapping & practical ministry planning	Outreach + deacons
27	Q1 branch and department fundraising initiative	Branch Executive + ministry committees
28	Department reports and monthly financial report	All branches

EVERY BRANCH THROUGHOUT THE MONTH

Maintain weekly services; Sunday intercession and worship; children’s ministry; pastoral visitation; at least one dedicated evangelism and soul-winning outreach with new-believer follow-up; twice-monthly finance monitoring; prompt banking; department fundraising and care; monthly preaching and MC plans.

MONTH-END STANDARD

Submit ministry activity reports; present branch income and expenditure to members; verify banking records; confirm minutes and action owners.

MARCH 2027

PASSOVER & EVANGELISM • Prayer, outreach, worship, salvation and quarterly accountability

MON	TUE	WED	THU	FRI	SAT	SUN
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

DATE	KEY ACTION	RESPONSIBLE STRUCTURE
6	Praise & Worship ministry workshop	Worship teams
14	Regional Church Council • 14:00–16:30	Regional Executive + branches
20	Quarterly ministry services & reports	Women, Men, Youth, Children, Young Adults
26–28	CFC Passover Conference	Whole movement
31	Q1 reports submitted	Organisers, branches and regions

EVERY BRANCH THROUGHOUT THE MONTH

Maintain weekly services; Sunday intercession and worship; children’s ministry; pastoral visitation; at least one dedicated evangelism and soul-winning outreach with new-believer follow-up; twice-monthly finance monitoring; prompt banking; department fundraising and care; monthly preaching and MC plans.

MONTH-END STANDARD

Submit ministry activity reports; present branch income and expenditure to members; verify banking records; confirm minutes and action owners.

APRIL 2027

FOLLOW UP & DISCIPLE • New believers, baptism preparation, Bible studies and home fellowship

MON	TUE	WED	THU	FRI	SAT	SUN
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

DATE	KEY ACTION	RESPONSIBLE STRUCTURE
4	New believer follow-up & discipleship launch	Pastors + Bible study leaders
11	Regional Church Council • 14:00–16:30	Regional Executive + branches
17–18	Q2 Evangelism & Soul-Winning Weekend	Global Voice / Outreach + every branch
24	Q2 Board of Elders / National Executive meeting	National leadership
30	Monthly financial and ministry reporting	Every branch

EVERY BRANCH THROUGHOUT THE MONTH

Maintain weekly services; Sunday intercession and worship; children’s ministry; pastoral visitation; at least one dedicated evangelism and soul-winning outreach with new-believer follow-up; twice-monthly finance monitoring; prompt banking; department fundraising and care; monthly preaching and MC plans.

MONTH-END STANDARD

Submit ministry activity reports; present branch income and expenditure to members; verify banking records; confirm minutes and action owners.

MAY 2027

STRENGTHEN WOMEN & FAMILIES • Women’s ministry, marriages, widows, counselling and practical care

MON	TUE	WED	THU	FRI	SAT	SUN
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

DATE	KEY ACTION	RESPONSIBLE STRUCTURE
9	Regional Church Council • 14:00–16:30	Regional Executive + branches
15	Family, counselling and marriage enrichment	Pastoral care teams
22	Q2 branch and department fundraising initiative	Branch Executive + ministry committees
29	CFC Women’s Ministry annual gathering	Women / Mothers
31	June Conference delegate confirmations	Branches + regions

EVERY BRANCH THROUGHOUT THE MONTH

Maintain weekly services; Sunday intercession and worship; children’s ministry; pastoral visitation; at least one dedicated evangelism and soul-winning outreach with new-believer follow-up; twice-monthly finance monitoring; prompt banking; department fundraising and care; monthly preaching and MC plans.

MONTH-END STANDARD

Submit ministry activity reports; present branch income and expenditure to members; verify banking records; confirm minutes and action owners.

JUNE 2027

CONFERENCE & YOUTH • Policy review, year-plan review, Youth Day mission and leadership development

MON	TUE	WED	THU	FRI	SAT	SUN
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

DATE	KEY ACTION	RESPONSIBLE STRUCTURE
13	Regional Church Council • 14:00–16:30	Regional Executive + branches
16	Youth Day mission & Reach4Life activation	Youth + Young Adults
19	Quarterly ministry services & reports	All departments
24–26	CFC Church Conference	Apostles, pastors, organisers, IEC/NEC + delegates
30	Midyear year-plan review and reports	National / Regional / Branch

EVERY BRANCH THROUGHOUT THE MONTH

Maintain weekly services; Sunday intercession and worship; children’s ministry; pastoral visitation; at least one dedicated evangelism and soul-winning outreach with new-believer follow-up; twice-monthly finance monitoring; prompt banking; department fundraising and care; monthly preaching and MC plans.

MONTH-END STANDARD

Submit ministry activity reports; present branch income and expenditure to members; verify banking records; confirm minutes and action owners.

JULY 2027

TRAIN & EQUIP • Children’s teachers, youth leaders, pastoral training and Bible studies

MON	TUE	WED	THU	FRI	SAT	SUN
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

DATE	KEY ACTION	RESPONSIBLE STRUCTURE
3	Children’s teachers & youth leaders training	Children + Youth leadership
11	Regional Church Council • 14:00–16:30	Regional Executive + branches
17	Bible studies and leadership training weekend	Pastors + emerging leaders
24–25	Q3 Evangelism & Soul-Winning Weekend	Global Voice / Outreach + every branch
31	Q3 Board of Elders / National Executive meeting	National leadership

EVERY BRANCH THROUGHOUT THE MONTH

Maintain weekly services; Sunday intercession and worship; children’s ministry; pastoral visitation; at least one dedicated evangelism and soul-winning outreach with new-believer follow-up; twice-monthly finance monitoring; prompt banking; department fundraising and care; monthly preaching and MC plans.

MONTH-END STANDARD

Submit ministry activity reports; present branch income and expenditure to members; verify banking records; confirm minutes and action owners.

AUGUST 2027

MEN’S CONFERENCE & SERVICE • Men’s Conference, fatherhood, marriages, skills development and generosity

MON	TUE	WED	THU	FRI	SAT	SUN
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

DATE	KEY ACTION	RESPONSIBLE STRUCTURE
8	Regional Church Council • 14:00–16:30	Regional Executive + branches
14	Skills empowerment & practical ministry day	Branches + community partners
21	Q3 branch and department fundraising initiative	Branch Executive + ministry committees
27–29	CFC Men’s Conference	Men / Fathers
31	Monthly reports and finance accountability	Every branch

EVERY BRANCH THROUGHOUT THE MONTH

Maintain weekly services; Sunday intercession and worship; children’s ministry; pastoral visitation; at least one dedicated evangelism and soul-winning outreach with new-believer follow-up; twice-monthly finance monitoring; prompt banking; department fundraising and care; monthly preaching and MC plans.

MONTH-END STANDARD

Submit ministry activity reports; present branch income and expenditure to members; verify banking records; confirm minutes and action owners.

SEPTEMBER 2027

OUTREACH & CULTURE • Church planting, community mission, heritage and cross-cultural fellowship

MON	TUE	WED	THU	FRI	SAT	SUN
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

DATE	KEY ACTION	RESPONSIBLE STRUCTURE
12	Regional Church Council • 14:00–16:30	Regional Executive + branches
18	Quarterly ministry services & reports	All departments
24–26	Heritage mission & community outreach	Global Voice / Outreach + branches
30	Q3 reports + 2028 programme proposals	National / Regional / Branch

EVERY BRANCH THROUGHOUT THE MONTH

Maintain weekly services; Sunday intercession and worship; children’s ministry; pastoral visitation; at least one dedicated evangelism and soul-winning outreach with new-believer follow-up; twice-monthly finance monitoring; prompt banking; department fundraising and care; monthly preaching and MC plans.

MONTH-END STANDARD

Submit ministry activity reports; present branch income and expenditure to members; verify banking records; confirm minutes and action owners.

OCTOBER 2027

CHILDREN & 2028 PLANNING • Children’s ministry, safeguarding, budgets and year-plan drafting

MON	TUE	WED	THU	FRI	SAT	SUN
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

DATE	KEY ACTION	RESPONSIBLE STRUCTURE
9	CFC Children’s Ministry annual celebration	Children, parents and teachers
10	Regional Church Council • 14:00–16:30	Regional Executive + branches
16–17	Q4 Evangelism & Soul-Winning Weekend	Global Voice / Outreach + every branch
23	2028 budget and year-plan drafting workshop	Treasurers, secretaries and leadership
30	Q4 Board of Elders / National Executive meeting	National leadership

EVERY BRANCH THROUGHOUT THE MONTH

Maintain weekly services; Sunday intercession and worship; children’s ministry; pastoral visitation; at least one dedicated evangelism and soul-winning outreach with new-believer follow-up; twice-monthly finance monitoring; prompt banking; department fundraising and care; monthly preaching and MC plans.

MONTH-END STANDARD

Submit ministry activity reports; present branch income and expenditure to members; verify banking records; confirm minutes and action owners.

NOVEMBER 2027

REVIEW & PREPARE • Department evaluation, annual reporting, budgets and Convention logistics

MON	TUE	WED	THU	FRI	SAT	SUN
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

DATE	KEY ACTION	RESPONSIBLE STRUCTURE
13	Q4 branch and department fundraising initiative	Branch Executive + ministry committees
14	Regional Church Council • 14:00–16:30	Regional Executive + branches
20	Department annual reviews & 2028 handover plans	All organisers and committees
27	Convention readiness meeting	National + regions + host branch
30	Annual reports, budgets and records due	Branches and regions

EVERY BRANCH THROUGHOUT THE MONTH

Maintain weekly services; Sunday intercession and worship; children’s ministry; pastoral visitation; at least one dedicated evangelism and soul-winning outreach with new-believer follow-up; twice-monthly finance monitoring; prompt banking; department fundraising and care; monthly preaching and MC plans.

MONTH-END STANDARD

Submit ministry activity reports; present branch income and expenditure to members; verify banking records; confirm minutes and action owners.

DECEMBER 2027

CONVENTION & THANKSGIVING • Movement celebration, implementation mandate, year close and handover

MON	TUE	WED	THU	FRI	SAT	SUN
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

DATE	KEY ACTION	RESPONSIBLE STRUCTURE
4	Quarterly ministry thanksgiving & reports	All departments
10–12	CFC Annual Convention	Whole movement
12	Regional Church Council integrated into Convention	Regional leadership
18	Local thanksgiving and community care	Every branch
31	Financial close, archive and 2028 readiness	National / Regional / Branch

EVERY BRANCH THROUGHOUT THE MONTH

Maintain weekly services; Sunday intercession and worship; children’s ministry; pastoral visitation; at least one dedicated evangelism and soul-winning outreach with new-believer follow-up; twice-monthly finance monitoring; prompt banking; department fundraising and care; monthly preaching and MC plans.

MONTH-END STANDARD

Submit ministry activity reports; present branch income and expenditure to members; verify banking records; confirm minutes and action owners.

RESPONSIBILITY MATRIX

Who owns each part of the year plan

STRUCTURE	PRIMARY YEAR-PLAN RESPONSIBILITY	MINIMUM 2027 EVIDENCE
Founders / Apostles	Guard the vision; chair and guide the movement; commission and support leadership.	Direction, approvals, ministry oversight and commissioning records.
National Executive / Board of Elders	Develop and oversee the year plan; govern worship, property, finance and national events; meet at least quarterly.	Quarterly minutes, resolutions, budgets, national event reports and reviewed policies.
Chief Administrator / General Secretary	Notices, minutes, records, correspondence, membership and constitutional documents.	Complete meeting files, attendance, signed minutes, resolutions and annual archive.
Regional Head & Regional Executive	Support branches, monitor growth and year-plan delivery; conduct monthly Church Council.	Council attendance, branch reports, action log and regional support visits.
Branch Pastor & Branch Executive	Run worship, administration, finance, growth, weekly services, preaching plans, MC plans, care and departments.	Monthly plans, finance reports, attendance, pastoral-care and growth records.
Elders & Deacons	Spiritual oversight, visitation, mercy ministry, doctrine, member care, property and delegated finance duties.	Care register, relief records, meeting minutes and follow-up actions.
Women & Men Organisers	Weekly/monthly/quarterly work, annual gathering, committee guidance, visits, reporting and accountable fundraising.	Signed minutes, approved reports, bank slips, visits and programme records.
Youth & Young Adults	Relevant worship, discipleship, education, fellowship, trips, Reach4Life and participation.	Programmes, attendance, safeguarding, reports and leadership development.
Children’s Ministry	Teach prayer, worship, faith and Godly living; care for children and support families.	Weekly lesson plans, attendance, teacher roster, parent communication and annual celebration.
Praise & Worship	Prayerful, prepared and culturally relevant worship; rehearsals and skills development.	Practice roster, song plans, conduct standards and training record.
Outreach / Global Voice	Coordinate monthly evangelism and soul winning, quarterly outreach weekends, church planting, revivals, community mapping and follow-up.	Outreach plans, contacts, converts, follow-up, discipleship and planting reports.
Intercessors / Prayer Cells	Pray for nations, leaders, branches, missions, crises and local needs.	Prayer schedule, requests, testimonies and care referrals.
Treasurers / Finance	Receive, bank, record and report funds; protect assets; support audits and budgets.	Deposit records, reconciliations, monthly reports, budgets and approvals.

MONTH-END & QUARTER-END CHECKLIST

A simple accountability page for every branch and region

WORSHIP & DISCIPLESHIP

- ☐ Weekly services completed or exceptions recorded
- ☐ Sunday intercession and service programme followed
- ☐ Monthly preaching and MC plan implemented
- ☐ Bible study / discipleship and new-believer follow-up active

PEOPLE & CARE

- ☐ Children, Youth, Women, Men and Young Adults active
- ☐ Sick, bereaved, widows, orphans and needy members visited
- ☐ Visitors and absent members followed up
- ☐ Membership, baptism, marriage and sacramental records updat

MISSION & GROWTH

- ☐ Monthly evangelism and soul-winning outreach completed
- ☐ Prayer cells / home cells supported
- ☐ Converts and new members connected to follow-up and discipleship
- ☐ Branch growth opportunities and challenges reported

FINANCE & ADMINISTRATION

- ☐ Offerings and fundraising proceeds banked within five days
- ☐ Pastor / Executive finance checks completed twice monthly
- ☐ Income and expenditure reported to congregation monthly
- ☐ Department funds, bank slips, minutes and approvals filed

GOVERNANCE

- ☐ Second-Sunday Church Council attended and written report sub
- ☐ Actions from National / Regional leadership assigned and tracke
- ☐ Quarterly Board and department reports submitted when due
- ☐ Notices issued in time; signed minutes and resolutions archived

NEXT MONTH

- ☐ Programme dates and speakers confirmed
- ☐ Transport / catering / venue requirements assigned
- ☐ Budget and fundraising needs approved
- ☐ Risks, pastoral concerns and help required escalated

BRANCH / REGION		**MONTH / QUARTER**	
PASTOR / CHAIRPERSON		**SECRETARY**	
DATE SUBMITTED		**RECEIVED BY**	

Source: CFC Constitution Final 2022. This year plan organises the Constitution’s recurring duties into a practical 2027 schedule. National Executive resolutions prevail where dates are amended.