

CHURCH/PASTORAL ASSISTANCE QUARTERLY REPORT FORM

**Shelby Baptist Association
205 Walton Street
P. O. Box 888
Columbiana, AL 35051**

Church/Mission _____ Association _____
Address _____ City _____ Zip _____

Check Box If Address/Phone Has Changed:

Pastor _____ Email _____
Address _____ City _____ Zip _____
Fax _____ Telephone(____) _____ (w) Telephone(____) _____ (h)

Check Box IF Address/Phone Has Changed: Check One: Bivocational ___ Full Time ___

Fill in previous three months below:

	Month	Year	Month	Year	Month	Year
Total Church Membership						
Baptisms						
Other Additions						
Avg. SS/Bible Study Attend.						
Avg. AM Worship Attend.						
Total Receipts						
Undesignated Budget Recpts.						
C. P. Gifts (8%)						
Assn. Gifts (2%)						
Other Mission Gifts						
Total Amt. Pd. To Pastor						
For Salary/Housing						
*Pastoral Evangelistic Visits						
*Church outreach visits						

My Greatest Need Personally: _____ Church Concerns: _____

Church/Ministry Events: _____

Consultation Requested: _____ Yes _____ No

Have you had a review of the church's progress this quarter with the associational Church Planter Strategist, Sponsoring Church Pastor or Associational Missionary? Yes _____ No _____

Signature: _____ Date: _____

Mission Pastor

Mail or Fax to: Dr. Bob Brown, 109 Greenfield Circle, Alabaster, AL 35007 @205-621-7044 by January 10 and April 10, July 10, October 10, of each year for the previous quarter. Mail a copy to your Sponsoring Church.

THE PURPOSE OF THIS SHEET IS TO HELP YOU UNDERSTAND THE QUARTERLY REPORT FORM

PROCEDURE:

- The report form is to be sent to the Church Planter Strategist at the end of each quarter.
- The report form must be filled out completely. EVERY SPACE should have a number in it even if it is a 0.

Interpretation:

1. Total Church Membership – Place the number of members in this space.
2. Baptisms – Place the number of persons baptized during the month in this space.
3. Other Additions – Place the number of persons that became members by statement or by transfer of letter.
4. Average Bible Study Attendance – This space is to record average Sunday School/Bible Study attendance for the month. Add the attendance for the month and then divide by the number of Sundays. Include Home Bible Studies.

Example: 1st Sunday	20
2 nd Sunday	25
3 rd Sunday	22
4 th Sunday	<u>26</u>
Total	93

93 divided by 4 = 24 (average attendance)

5. Average A. M. Worship Attendance – The same procedure is followed for the average worship attendance. Add each Sunday's attendance and divide by the number of Sundays.

Example: 1 st Sunday	35
2 nd Sunday	42
3 rd Sunday	33
4 th Sunday	<u>28</u>
	138

138 divided by 4 = 35 (average attendance)

6. Undesignated Budget Receipts – This space is for recording all receipts given by the people for the ongoing work of the church. This does not include building fund, revival love offering, mission offering (Examples: foreign, Home State or other special mission offerings) or any other offering designated for a special cause.
7. Cooperative program gifts – This is money sent to the Alabama Baptist State Board of Missions for missions support around the world.
8. Associational Gifts – This is money for missions support in the local association.
9. Other mission gifts – Indicate the total amount given to all mission causes which has not been included in Cooperative Program and associational missions gifts.
10. Total receipts – List the total of all receipts including all outside financial support and special offerings.
11. Total Amount paid to pastor – Salary/Housing (Include rental value of pastorium if provided).
12. Evangelistic Visits/Pastor – This is the place to record visits the pastor has made to those who are not believers. Visit purpose: presentation of the Gospel of Jesus Christ.
13. Pastoral Contacts – This is where the pastor records visits and contacts made with church members or prospects for the church.