**2022 ANNUAL PASTOR’S REPORT WORKSHEET AND EXPLANATION**

*To begin or return to the report, login at* [**https://secure.nazarene.org/nazid/**](https://secure.nazarene.org/nazid/) *(Click the Login button; type email address and password; click Login). If you’ve forgotten your password, scroll to the bottom of the page and follow the instructions. Do not create a new account without an invitation from the district office.*

*Click on “Annual Pastor’s Report” and “View Report” to begin entering data. All fields are now required. Click on the question text to bring up any help text associated with that question. Users are automatically logged out after 30 minutes of inactivity.*

**SUMMARY**

*Church information and the current progress in completing the report.*

**LOCAL CHURCH**

*The application now allows for cases were a church has more than one senior pastor or none. Associates should not be included in this box. This page also shows contact information on file. Church can provide any missing information or make any corrections. The changes will need to be reviewed and approved by the district. You can confirm your actual incorporation name on the Ohio Secretary of State website.*

**Pastor's Continuing Education: lifelong learning hours pastor has completed this year? \_\_\_\_\_\_\_\_\_\_\_\_\_\_** *Each minister must record/track learning hours at*

*(20 hours of lifelong learning is the minimum expectation each year Manual 527.6)* [*https://learning.nazarene.org*](https://learning.nazarene.org) *event codes available on*

*www.ncodistrict.org/clergyexcellence*

**EVANGELISM from June 1, 2021 – May 31, 2022**

**Number of Conversions 1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_** *How many people were saved as a result of your*

*church's ministry this year?*

**Number of Persons Baptized 2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_** *How many people were baptized this year?*

**Number of churches sponsored that are not yet organized? 3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_** *Refer to General Superintendent Growth Award*

*Worksheet*

**Does your church engage in compassionate ministry within your community? 4. 🞏Yes 🞏No**

**Was the doctrine of holiness preached and taught in your church? 5. 🞏Yes 🞏No**

**CHURCH MEMBERSHIP from June 1, 2021 – May 31, 2022**

**Number of FULL CHURCH MEMBERS reported last year** (autofill) **6. \_\_\_\_\_\_\_**  (autofill)

**CHURCH MEMBERS RECEIVED:**

**Received by PROFESSION OF FAITH 7. \_\_\_\_\_\_\_\_\_\_\_\_\_\_** *New members joining the church for the first time or*

*joining without letters of any kind.*

**Received from OTHER DENOMINATIONS 8. \_\_\_\_\_\_\_\_\_\_\_\_\_\_** *Members received by letter in some form.*

**Received by TRANSFER FROM OTHER NAZARENE CHURCHES 9. \_\_\_\_\_\_\_\_\_\_\_\_\_\_** *Members received by letter of transfer from*

*another Nazarene Church*

*.*  **Total CHURCH MEMBERS RECEIVED** (total of 7-9) (autofill) **10. \_\_\_\_\_\_\_**  (autofill)

**CHURCH MEMBERS LOST:**

**Lost by DEATH 11. \_\_\_\_\_\_\_\_\_\_\_\_\_\_** “*Removal" means the official board action to*

**Lost by \_\_\_\_\_\_\_ BOARD REMOVAL** *remove the name from the roll. "Transfer to another*

**Lost by \_\_\_\_\_\_\_ TRANSFER TO ANOTHER DENOMINATION**  *denomination," means the granting of an official*

**Lost by \_\_\_\_\_\_\_ RELEASE**  *letter of commendation to another denomination.*

**12. \_\_\_\_\_\_\_** (autofill) *"Release" means removal of the name from the*

*membership roll at their request, not for the*

*transfer to another denomination.*

**Lost by TRANSFER TO ANOTHER NAZARENE CHURCH 13. \_\_\_\_\_\_\_\_\_\_\_\_\_\_** *Members to whom a transfer to another Nazarene*

*church has been issued.*

**Total CHURCH MEMBERS LOST** (total of 11-13) (autofill) **14. \_\_\_\_\_\_\_**  (autofill)

**Total FULL CHURCH MEMBERS** (autofill) **15. \_\_\_\_\_\_\_**  (autofill) *See Manual 107 and 109.*

**Of these, how many are INACTIVE MEMBERS? 15a. \_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Total fellowship church members 16. \_\_\_\_\_\_\_\_\_\_\_\_\_\_** ***(this will be zero for most NCO churches)***

**WORSHIP**

**Average attendance of WEEKLY CORPORATE WORSHIP** (including youth and children) **17. \_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Number of times Communion served 18. \_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Number of Prayer Groups meeting regularly 19. \_\_\_\_\_\_\_\_\_\_\_\_\_\_** *Any groups of two or more who meet regularly to*

*pray.* *Give the number of groups, not the number of*

*people.*

**DISCIPLESHIP**

**DISCIPLESHIP MINISTRIES LIST** (Sunday School/Extended Ministries Responsibilities/Discipleship/Bible Study)

**RESPONSIBILITY ATTENDANCE**

**a. Children 20. \_\_\_\_\_\_\_\_\_\_\_\_\_\_ 20a. \_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**b. Youth 21. \_\_\_\_\_\_\_\_\_\_\_\_\_\_ 21a. \_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**c. Adults 22. \_\_\_\_\_\_\_\_\_\_\_\_\_\_ 22a. \_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**TOTAL** (total of 20-22) (autofill) **23. \_\_\_\_\_\_\_**  (autofill) **23a. \_\_\_\_\_\_\_**  (autofill)

**Of line 23a, how many attended Sunday School? 24. \_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Of line 23a, how many attended Discipleship Groups** (Small Groups / Cell Groups)? **24a. \_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Of line 23, how many are actively involved in ministry** (estimates are acceptable)? **24b. \_\_\_\_\_\_\_\_\_\_\_\_\_\_** *Actively involved in ministry includes leadership and*

*support roles, inside and outside the local church. Some*

*examples: those who lead a small group; those who*

*open their homes for a neighborhood evangelism*

*club; those who regularly witness to others*

**Have you implemented a written sexual abuse protection policy? 24c. 🞏Yes 🞏No** *Each local church is strongly urged to adopt and*

*implement a Sexual Abuse Prevention Policy containing*

*these 5 key components. 1. Abuse Awareness Training*

*2. Staff and Volunteer Screening (including: application,*

*interview, reference checks and criminal background check) 3. Policies and Procedures 4. Monitoring and Evaluation 5. Reporting and Responding. Resources for assisting with these can be found at nazarenesafe.org. The most effective protection is afforded by training and screening all pastors, staff and volunteers. See also the Manual 129.30.*

**Do you operate a pre-school, primary-secondary school, or child development center? 25. 🞏Yes 🞏No**

**If yes, number enrolled? 25a. \_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Has your church provided a class for lay ministry training? 26. 🞏Yes 🞏No**

**Vacation Bible School Enrollment 27. \_\_\_\_\_\_\_\_\_\_\_\_\_\_** *Count all children and any staff/workers.*

**Caravan Enrollment 28. \_\_\_\_\_\_\_\_\_\_\_\_\_\_** *Count all children and any staff/workers.*

**NYI MEMBERSHIP 29. \_\_\_\_\_\_\_\_\_\_\_\_\_\_** *Include all youth participants and adult leadership*

*involved in the youth ministry; Refer to the NYI Charter*

*for further definition.*

**NMI MEMBERSHIP** (NOT including NMI associate members) **30. \_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**NMI Associate Membership 30a. \_\_\_\_\_\_\_\_\_\_\_\_\_\_** *For classifications, see Manual, Sect 811, Article IV.*

**How many local ministers were licensed this assembly year? 31. \_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**How many lay ministry certificates were issued? 31a. \_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**FINANCIAL SUMMARY FINANCES from June 1, 2021 – May 31, 2022**

***(Please round all fractional payments up to the next dollar.)***

**TOTAL CHURCH INCOME** *(most recent amount reported at FundingTheMission.org is shown)* **32. \_\_\_\_\_\_\_\_\_\_\_\_\_\_** *all offerings received by the local church; all*

**Received by General Treasurer fromIndividuals** (autofill) **\_\_\_\_\_\_\_**  (autofill)*donations received by the church, both designated and*

**Adjusted Church Income**(total amount given by the church and individuals; autofill) **\_\_\_\_\_\_\_**  (autofill)*undesignated, such as regular tithes, offerings, WEF and*

*all approved Mission Specials, building fund, capital campaign, benevolence, SDMI, NYI, Compassionate Ministries Centers, etc. Do not include borrowed money, money received from an insurance claim, rental income, church owned business income (school, counseling center, etc.), or spontaneous love offerings. This field will automatically be filled from the most recently reported value at FundingTheMission.org. For a full definition of income visit FundingTheMission.org.*

**GLOBAL MISSION**

**Given to WORLD EVANGELISM FUND** (provided from *FundingTheMission.org;* autofill) **33. \_\_\_\_\_\_\_**  (autofill) *Faith Promise, Easter, Thanksgiving, etc. This field*

*will automatically be filled from information provided*

*from the General Treasurer’s and will continue to update*

*until assembly.* ***(aka WEF 5.5% of line 32)***

**Approved Mission Specials** (provided from *FundingTheMission.org;* autofill) **\_\_\_\_\_\_\_**  (autofill)

**Approved Point to Point Balance** (provided from *FundingTheMission.org;* autofill)  **\_\_\_\_\_\_\_**  (autofill)

**Other Approved Mission Specials \_\_\_\_\_\_\_\_\_\_\_\_\_\_** ***(this will be zero for most NCO churches)***

**Given to APPROVED MISSION SPECIALS** (autofill) **34. \_\_\_\_\_\_\_**  (autofill) *10 % Line: Approved Mission Specials (not included*

*in World Evangelism Fund) include World Mission*

*specials, Alabaster, deputation offering, LINKS, Missionary Christmas Fund, World Mission Broadcast, Missionary Health Care, Nazarene Compassionate Ministries, Work and Witness,* ***NTS and NBC offerings,*** *, etc. This field will automatically be filled from the most recently reported value at FundingTheMission.org.*

***(This also includes the NCO District Outreach Offering which must be recorded as point-to-point at fundingthemission.org to receive credit.)***

**Given to OTHER GLOBAL INTERESTS 35. \_\_\_\_\_\_\_\_\_\_\_\_\_\_** *Examples include any money given for the Global*

*Ministry Center, gifts to non-LINKS missionaries,*

*duty on LINKS, etc.*

**TOTAL GIVEN TO GLOBAL MISSION** (total of 33-35) (autofill) **36. \_\_\_\_\_\_\_**  (autofill) *This field will automatically be filled from*

*information provided from the General Treasurer’s and will continue to update until assembly.*

**FINANCES from June 1, 2021 – May 31, 2022**

**PENSION FUND**

**TOTAL GIVEN TO PENSION FUND** (autofill) **37. \_\_\_\_\_\_\_**  (autofill) *This field will automatically be filled from*

*information provided from the General Treasurer’s and will continue to update until assembly.* ***(aka P&B ‘budget’ = 2.25% of line 32 minus line 36)***

**DISTRICT MISSION**

**Given to DISTRICT MINISTRY FUNDS 38. \_\_\_\_\_\_\_\_\_\_\_\_\_\_** *Amount paid by the local church on the*

*apportionment for district obligations assigned by the District Assembly.****(aka District ‘budget’ = 5.0% of line 32 minus line 36)***

**Given to OTHER DISTRICT INTERESTS 39. \_\_\_\_\_\_\_\_\_\_\_\_\_\_** ***(this will be zero for most NCO churches)***

*Including support for projects not included in the*

*“District Ministry Funds”, such as cash investments in New Church Sponsorship, district center support, district departmental expense, and other benevolences.****(any NCO outreach offering should not be included as it is listed as point-to-point at fundingthemission.org.)***

**TOTAL GIVEN TO DISTRICT MISSION** (total of 38-39) (autofill) **40. \_\_\_\_\_\_\_**  (autofill)

**EDUCATIONAL INSTITUTIONS**

**Given to assigned EDUCATIONAL INSTITUTION fund 41. \_\_\_\_\_\_\_\_\_\_\_\_\_\_ *(aka MVNU ‘budget’ = 2.25% of line 32 minus line 36)***

***do NOT include   
NBC & NTS Offerings* 🡪**

**Other contributions given to Nazarene educational institutions 42. \_\_\_\_\_\_\_\_\_\_\_\_\_\_** *(this will be zero for most NCO churches)*

*Support given to Nazarene institutions other*

*than your assigned education allocation.* ***(Except NTS & NBC Offerings: these are reported as point-to-point at fundingthemission.org.)***

**TOTAL GIVEN TO EDUCATION FUNDS** (total of 41-42) (autofill) **43. \_\_\_\_\_\_\_**  (autofill)

**LOCAL MINISTRY**

**BUILDINGS, PROPERTIES and CAPITAL IMPROVEMENTS 44. \_\_\_\_\_\_\_\_\_\_\_\_\_\_** *Include rental of leased building, amounts paid*

*for pews, large musical instruments (i.e., piano), church furnishings, capital improvements and major repairs which raise the total valuation of the church property. Do not include building maintenance and supplies, replacement of items when part of an insurance claim reimbursement, or borrowed money you spent. Monies used for expenditures such as architectural drawings from designated funds for a future building project should be recorded on this line as a Capital Expenditure.*

**FINANCES from June 1, 2021 – May 31, 2022**

**DEBT SERVICE 45. \_\_\_\_\_\_\_\_\_\_\_\_\_\_** *This is the amount paid on principal and interest*

*to reduce the debt on all church properties. It is not the amount of the indebtedness.*

**PASTOR, ASSOCIATE, AND SUPPORT STAFF SALARIES 46. \_\_\_\_\_\_\_\_\_\_\_\_\_\_** *include pastors’, associate pastors’, and*

*employees’ cash salaries.*

**PASTOR, ASSOCIATE, AND SUPPORT STAFF BENEFITS 46a. \_\_\_\_\_\_\_\_\_\_\_\_\_\_** i*nclude pastors’ and associate pastors’ housing, and*

*health and hospitalization insurance and employee*

*benefits for pastors’, associate pastors’, and employees.*

**LOCAL COMPASSIONATE MINISTRIES 47. \_\_\_\_\_\_\_\_\_\_\_\_\_\_** *Monies used for helping those in need, including non-*

*Nazarene global missionaries.*

**ALL OTHER CHURCH MINISTRIES 48. \_\_\_\_\_\_\_\_\_\_\_\_\_\_** *Including gifts to members, professional books*

*and magazines, dues, convention and assembly expenses, continuing education, maintenance of properties, church and parsonage utilities, smaller equipment purchases, etc.*

**TOTAL USED FOR LOCAL MISSION (total of 44-48) (autofill) 49. \_\_\_\_\_\_\_**  (autofill)

**TOTAL MISSIONAL DISBURSEMENTS of the local church** (total of 36, 37, 40, 43, and 49) (autofill) **50. \_\_\_\_\_\_\_**  (autofill)

**VALUE OF CHURCH PROPERTIES 51. \_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**INDEBTEDNESS ON THESE PROPERTIES 52. \_\_\_\_\_\_\_\_\_\_\_\_\_\_** *Give accurate amount of indebtedness on all*

*church and parsonage property combined.*

**World Evangelism Fund goal of 5.5% met (autofill)**

**P&B Fund goal of 2.25% met? (autofill)**

**District Fund goals of 5.25% met? 🞏Yes 🞏No**

**Educational Fund goal of 2.25% met? (autofill)**

**Did you pay your allocations in full? (autofill)**

**Ten Percent for Global Mission (autofill)**

**USA/CANADA SUPPLEMENTAL REPORT**

**1. Of your adult responsibility figure (line 22), how many are:**

**\_\_\_\_34 or younger**

**\_\_\_\_35-54**

**\_\_\_\_55-69**

**\_\_\_\_70 or older**

**2. Thinking about the next 5 years, does your church plan to mother or partner in starting a new work (CTM, PAC, Organic, etc.)? Check all that apply.**

* **This year**
* **1-2 years**
* **3-5 years**
* **Plan to start multiple new works in the next 5 years**
* **Not planning to mother or partner.**

**3. Is your church multi-cultural? (Definition: No one cultural group is more than 80% of a single worship service.)**

* **Yes**
* **No**

**4. Is your church multi-congregational (Definition: Your church holds at least two worship services in different languages.)**

* **Yes**
* **No**

**5. Does the pastor of this church consider himself/herself to be bi-vocational?**

* **No**
* **Yes, it is necessary to supplement their family income**
* **Yes, the extra income is not necessary, but their second career makes their ministry more effective**
* **Yes, other**
* **Not applicable, the church currently has no pastor**

**6.Senior Pastor’s Yearly Cash Salary (including housing allowance) $\_\_\_\_\_\_\_\_**

**7.Senior Pastor’s Yearly Employee Benefits (includes cost of insurance, S.S. reimb.,**

**fair rental value, 403(b), etc., not included above in cash salary): $\_\_\_\_\_\_\_\_**

**8.Please check each of the ministries or services below that your church provided this past year?**

**“Master's Plan" Discipleship**

**"Strengths Finder" and/or "Engaged Churches"**

**“Engage the Word”**

**“Tell THE Story”**

**Caravan**

**Children's Church**

**Children's Quizzing**

**Clothing Collection/Distribution**

**Community Development Services**

**Community Garden**

**Counseling Services (Marriage, Financial, etc.)**

**Day Care**

**Employment Assistance**

**ESL**

**Evangelism Training**

**Family/Parenting Support**

**Financial Assistance**

**Food Pantry**

**Health Care Services**

**Home School Support Network**

**Housing/Shelter Services**

**Human Trafficking Awareness/Abolition**

**Immigration/Refugee Services**

**Justice Advocacy**

**Marriage Enrichment**

**Men's Ministries**

**Motorcycle Fellowship**

**New Believers Discipleship**

**None of the Above**

**NYI / Youth Ministry**

**Prayer Ministries**

**Pregnancy/Maternity Services**

**Prison Ministry/Reentry Services**

**Recovery Ministries**

**Singles Ministries**

**Spiritual Gifts Training**

**Teen Quizzing**

**Tutoring or Literacy Services**

**VBS**

**Women's Ministries**

**Young Adult Ministries**

**9.Please indicate your agreement or disagreement with the following statements:**

**Our church uses internet and social media tools regularly Strongly Agree Agree Neutral Disagree Strongly Disagree**

**Our church places high priority on engaging young adults Strongly Agree Agree Neutral Disagree Strongly Disagree**

**The future of this congregation looks bright Strongly Agree Agree Neutral Disagree Strongly Disagree**

**Our church deliberately attempts to incorporate people of all ethnic, class,**

**and national origins into membership and leadership. Strongly Agree Agree Neutral Disagree Strongly Disagree**

**10.To what extent does your church purchase the following curriculum from NPH/The Foundry?**

**a. Children’s Curriculum All Almost All Most Some None**

**b. Youth Curriculum All Almost All Most Some None**

**c. Adult Curriculum All Almost All Most Some None**

**11. Does your church stream its worship service live online?**

* **Yes**
* **No**

**12. Does your church archive its worship services online for viewing?**

* **Yes**
* **No**

**13.What are other ministries or things your church is doing that you would like to tell us about?**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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