



CANADIAN BAPTISTS
OF ATLANTIC CANADA
Joining God in Our Neighbourhoods

ANNUAL CHURCH LIFE REPORT FOR THE YEAR ENDING 2016

Thank you for taking the time to complete the **2016 Annual Church Life Report** on behalf of your local church. Please ensure that the appropriate people (usually the clerk, treasurer & pastors) complete the following questions as fully and accurately as possible. This information is the church's record as it will appear in the next CBAC Yearbook as well as online & print directories. Once the form is complete, please review the data and return all pages with your signature.

To save you some time, please check your church's information (pastors, clerk, treasurer) in the updated print directory* and check off the appropriate box above Section 1 (*password required – pastors, clerks & treasurers are eligible. Login: <http://baptist-atlantic.ca/login>. Need a password? Email communications@baptist-atlantic.ca).

All data provided will give both your church and the CBAC a more complete picture of the church's overall health and vitality.

Please read the following before completing the report:

1. **Fill out form online:** An online version is available here: <http://baptist-atlantic.ca/annual-reports>. Please have all information gathered prior to completing online. **For fillable PDF - use Adobe Reader.**
2. **Pastoral Staff & Church Officers:** Please provide current information at the time of completing report.
3. **Membership, Attendance & Financial Reports:** Please answer for the 12 month period ending December 31, 2016.
4. **To Treasurers** (page 2 under "Fiscal Vitality")
 - a. **Church Revenue** - Enter the **total** of the regular tithes and offerings, special offerings, investment income, and other sources of income from all church funds, including current fund, building fund, Giving to the CBAC (United in Mission), memorial fund, benevolent fund, etc.
 - i. When determining church revenue, **do not include:**
 - the opening balance for the fiscal year;
 - monies borrowed for cash flow or capital improvements;
 - monies transferred from other accounts (unless it is interest earned on investments);
 - revenue from another church on the field (for shared field expenses), if revenue was reported by the other church.
 - b. **Raised by Other Church Groups**
 - i. Enter the total of all revenues raised by other organizations that maintain their own funds (e.g.: Women's Missionary Society, World Wide Guild, Baby Band, Ladies Circle, Men's Group, Sunday School, Youth Groups, Children's Clubs, etc.).
 - c. **Mission & Benevolences:**
 - i. From what is reported as **church revenue** in the Financial Report, enter the amount that was designated to mission outreach activity. To determine this amount, **include:**
 1. Revenue raised for CBAC (United in Mission Fund)
 2. Supplemental giving to denominational agencies (e.g.: Acadia Divinity College, Crandall University, Canadian Baptist Ministries, association camps, hospital chaplains, etc.);
 3. Revenue raised for independent missions & other organizations which carry out benevolent work (e.g.: Canadian Bible Society, local foodbanks, etc.);
 4. Direct mission activity of the church (e.g.: local mission conferences, evangelistic events, local outreach programs, etc.).

Please answer all questions as it relates to your church. Please return form by March 31, 2017
If you have any questions please do not hesitate to contact Heather Waugh or Andrew Myers:
Phone – 1-506-635-1922 Email: annualreports@baptist-atlantic.ca

Please return completed signed report by March 31, 2017 to:

Mail: Canadian Baptists of Atlantic Canada, 1655 Manawagonish Road, Saint John, NB E2M 3Y2

Email: annualreports@baptist-atlantic.ca **Fax:** 1-506-635-0366