



CANADIAN BAPTISTS
OF ATLANTIC CANADA
Joining God in Our Neighbourhoods

ANNUAL CHURCH LIFE REPORT FOR THE YEAR ENDING 2017

Thank you for taking the time to complete the **2017 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 on-line & 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 reporting.
3. **Membership, Attendance & Financial Reports:** Please answer for the 12 month period ending December 31, 2017.
4. **To Treasurers** (page 2 under "Fiscal Vitality")
 - a. **Church Revenue** - Enter the **total** of all giving of 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 church groups 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**, enter the amount that was designated to mission outreach activity. To determine this amount, **include:**
 1. Revenue raised for CBAC
 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, 2018
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, 2018 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



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ANNUAL CHURCH LIFE REPORT FOR THE YEAR 2017

To complete this report online please goes to <http://baptist-atlantic.ca/annual-reports> for the link.

Legal Church Name: _____

Mailing Address: _____

This mailing address belongs to the: Church Parsonage Pastor's home Other (please specify) _____

Phone: _____ **Fax:** _____

This phone number belongs to the: Church Parsonage Pastor's home Other (please specify) _____

Email: _____ **Website:** _____

Association: _____ **Region:** _____

Civic Address (if different from above) _____

Preaching stations/satellites (not organized churches): _____

I've checked the Print Directory and the information is up to date, or we need these changes.

1. PASTORAL STAFF

Senior Pastor: _____ Spouse _____ Start Date at Church _____

Address _____ City/Town _____ Province _____

Postal Code _____ Home Telephone _____ Cell # _____

E-mail address _____ Pastor's Blog: http:// _____

Associate Pastor: _____ Spouse _____ Start Date at Church _____

Title: _____ Address _____

City/Town _____ Province _____ Postal Code _____

Home Telephone _____ Cell # _____

E-mail address _____ Pastor's Blog: http:// _____

(If you require more space to list additional staff, please attach information on separate page)

2. CHILDREN & YOUTH LEADERS

Primary Leader for Children's Ministry:

Name: _____

E-mail address: _____

Paid Volunteer

Primary Leader for Youth Ministry:

Name: _____

E-mail address: _____

Paid Volunteer

3. CLERKS & TREASURERS

Clerk: _____ Start Date in that position _____

Address _____ City/Town _____ Province _____

Postal Code _____ Home Telephone _____ E-mail address _____

Treasurer: _____ Start Date in that position _____

Address _____ City/Town _____ Province _____

Postal Code _____ Home Telephone _____ E-mail address _____

If your church is part of a pastoral field:

Field Treasurer: _____ Start Date in that position _____

Address _____ City/Town _____ Province _____

Postal Code _____ Home Telephone _____ E-mail address _____

4. CHURCH LICENSES TO MINISTER (issued or renewed in 2017 or current)

Refer to "Regulations Concerning the Ministry" at <http://.baptist-atlantic.ca/ministry-regulations>
Licenses to be renewed yearly by vote of the church until an Association License is granted.

Name: _____ Address _____
 City/Town _____ Province _____ Postal Code _____ Telephone _____
 E-mail _____

New License Renewed Date (most recent): _____

If more than one license was granted/renewed, please use a separate page.

5. LOCAL CHURCH VITALITY

Membership Report

for the year ending December 31, 2017

_____ Received by Baptism
 _____ Received by Letter of Transfer
 _____ Received Otherwise

_____ **Total Receptions**

_____ Removed by Death
 _____ Removed by Letter of Transfer
 _____ Removed Otherwise

_____ **Total Removals**

_____ Resident Membership - Active
 _____ Resident Membership - Inactive

_____ **Total Membership**

Attendance Report

for the year ending December 31, 2017

_____ Worship Service average attendance*
 (include all services) *Report September to June

_____ Children's ministry weekly average

_____ Youth group weekly average (Middle School)

_____ Youth group weekly average (High School)

_____ Young Adult Ministry weekly average

_____ V.B.S. type events total children/leaders

_____ Youth and Leaders involved in mission tours total

_____ **TOTAL BAPTISMS**

All baptisms from 2017 regardless of membership
 *NEW

6. FINANCIAL VITALITY

(see notes on cover letter "To Treasurer:")

\$ _____ **A. Church Revenue (total)**

\$ _____ **B. Raised by other church groups (total)**

C. Mission and Benevolences (total amounts raised):

\$ _____ 1. Giving to CBAC (previously known as "United in Mission")

\$ _____ 2. Supplemental giving to CBAC agencies (ADC, Crandall, CBM, hospital chaplaincy, associations, camps)

\$ _____ 3. Revenue raised for independent missions & other organizations (benevolent work)

\$ _____ 4. Direct mission activity of the church

\$ _____ **Total Mission and Benevolences (total above amounts)**

Please check the boxes that describe how donations are collected at this church:

- Giving through an offering plate Online credit card giving Debit/credit card machine on site
 Electronic e-giving (through banks) Direct deposit Other: _____

**The CBAC offers a pre-authorized debit for all CBAC churches that will save your church time & money:
<http://baptist-atlantic.ca/our-convention/departments/operations/> or contact our office for details.

7. MINISTRY VITALITY

Please check the boxes that best describe the activities of your church throughout the week:

- Small groups New believer's class Financial teaching Sunday evening service Sunday school
 Children's ministries Youth ministry Senior's meetings Bible study Prayer meeting
 Alpha Other _____

Please check the boxes that best describe the local missional ministry activities of your church:

- Cultural Language Groups Francophone Canada Strategic Outreach Services
 Before/After School Programs Divorce Care ESL
 Newcomers to Canada Urban Centres Recovery Programs
 Homeless Ministry Grief Care Deaf Interpretive Ministries
 Prison Ministry Seasonal Productions Next Generation (children, youth, campus)
 Soup Kitchen Other: _____

Please list any other languages in which your church ministers: _____

7. MINISTRY VITALITY (cont'd)

The questions below are designed for the pastor and church leadership to discern and measure where your local church is presently. Our goal is to gather the pulse and vitality of the local churches of CBAC beyond the numbers. Please prayerfully and thoughtfully take a few minutes to respond to these questions. Please select all that apply.

1. Presently, I feel that our local church is: Thriving Growing Plateaued
 In decline Other _____
2. How would you describe the make-up of this local church:
 Multi-generational Multi-cultural Aging Growing younger Reflects the community demographic
3. _____ How many people are involved in small groups?
4. _____ How many people are engaged in disciple making activity in this local church?
5. How would you describe the effectiveness of the church in reaching people in your community with the gospel:
 Very effective Moderately effective Not very effective Other: _____
6. _____ How many people from your local church are involved in volunteer activity in your community (for example: food banks, nursing homes, hospices, mentoring students, and more)? _____ Approximately how many hours do they spend doing this?
7. If applicable, list the partnerships your church has with local non-profit organizations:
8. How would you describe the missional activity in this local church:
 Very active Active Not very active We need help
9. How is your church involved in supporting new congregations (church planting) or church multiplication?
 We are directly involved in establishing a new congregation(s) (financially, people and other resources):
_____ (name of new congregation)
 We are financially sponsoring a new congregation(s): _____ (name of new congregation)
 We are not involved but would like to be.
 We are not involved.
10. Check here if you would like a CBAC staff member to contact you (speaking, coaching, visioning, encouragement).

8. NEIGHBOURHOOD STORIES

Share one story from 2017 about how your church is joining God in your neighbourhood.

9. COMMENTS

By filling out this form, the information you provide help to give us a snapshot of the health and vitality of our churches and our denomination. We welcome your thoughts and comments about how we can further improve the Annual Church Life Report. Please email us: annualreports@baptist-atlantic.ca.

I certify that the information contained in this report is accurate to the best of my knowledge and acknowledge that, unless otherwise indicated, the contact information will be published in the CBAC online/print directory.

Pastor/Clerk Name: _____ Signature: _____
(Please circle) (Please Print)

Date: _____ Phone/Email: _____

THANK YOU FOR COMPLETING THIS REPORT!

Please return completed signed report by March 31, 2018 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