

RHMA'S MONTHLY REPORT FORM

Pastor _____ Month _____ 20__

1. AVERAGE ATTENDANCE FOR THE MONTH

Sunday School Sunday Worship Sunday Evening Other () Other ()

2. PASTORAL WORK (total hours for the entire month)

Official work	<u>Hours</u>
Sermons, Bible study lessons, Sunday School classes, small group gatherings – preparation time <u>and</u> attendance time	_____
Relationships – pastoral visitation, working meals and coffee times, personal discipling/mentoring, counseling	_____
Board and committee meetings – preparation time <u>and</u> attendance time	_____
Administration – all desk-type and other work not included above	_____
<u>Total hours for the month</u>	_____

Additional ministry opportunities (report as desired; these activities are optional for reporting purposes and not counted as official work hours)

Involvement/attendance in school activities (games, programs, graduations, etc.) _____
Hospitality in home, other informal friendship times (coffee in the local café, etc.) _____
Church fellowship times (please specify) _____
Community events (please specify) _____
Other (please specify) _____

Additional work

Secular job (pastor only, not pastor's wife) _____
Other _____

3. PERSONAL FINANCES

Total monthly income from your church \$ _____
Total monthly income from your supporters (received directly and through RHMA) \$ _____
Total monthly income from secular employment (pastor's only, not wife's) \$ _____
Total monthly income from other ministry-related sources (please specify) \$ _____
Total monthly income from your wife's employment (reporting this is optional) \$ _____

4. CHURCH DATA

Professions of faith, baptisms, membership additions (please specify) _____

Monthly offerings: General Fund \$ _____ Missions \$ _____ Other (please specify) \$ _____

5. MINISTRY HIGHLIGHTS *Please share about any out-of-the-ordinary ministry and/or church activities that you focused upon this month*

6. MINISTRY PROGRESS *Please list any progress in the past month in the following areas*

Personal Progress (reading, seminars attended, continuing education, etc.)

Ministry Progress (improvements made in any of the church's ministries)

Structural Progress (changes in any of the church's documents, organization, etc.)

Facility Progress (building improvements)

Please list any anticipations for the next month in the same areas

Personal Progress

Ministry Progress

Structural Progress

Facility Progress

7. MINISTRY AND/OR PERSONAL HAPPENINGS

Share a "God thing" (blessing) from this past month

Share a special pastoral/personal opportunity

Share personal and church related prayer concerns/needs

8. PERSONAL AND FAMILY WELL-BEING

How have you addressed your spiritual, physical, emotional, and family needs this month? Are you taking a day off each week?

9. THANK-YOU NOTES

Have you written personal notes to supporters within the past two months? Yes ____ No ____