

## LOCAL ALLIANCE WOMEN MINISTRIES REPORT

July 1, 20\_\_\_\_ to June 30, 20\_\_\_\_

**Please save a copy for your records and send to your District/Area Director by July 15.**

Local AWM Director: \_\_\_\_\_

Church: \_\_\_\_\_

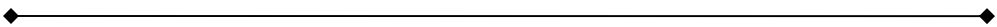
Home Address: \_\_\_\_\_

Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

### PARTICIPATION

1. Estimated number of women in your church \_\_\_\_\_
2. Estimated total number of women that participated in some/all AWM objective events \_\_\_\_\_
3. Decisions made for Christ \_\_\_\_\_
4. Total number of events in each objective:
 

Prayer	
Discipleship	
Fellowship	
Outreach	
Missions	



### FINANCES

- |   |          |  |                 |
|---|----------|--|-----------------|
| 1. AWM GCF Contribution                       | \$ _____ | 10. Approved Local Projects                        | \$ _____        |
| 2. Outfit Fund                                | \$ _____ | 11. Work Day Projects                              | \$ _____        |
| 3. Other Gifts and Approved Specials          | \$ _____ | 12. Speakers' Expenses                             | \$ _____        |
| 4. Supply Centers                             | \$ _____ | 13. Operating Expenses                             | \$ _____        |
| 5. Adopted TCK Gifts                          | \$ _____ | 14. National Ministry Fund                         | \$ _____        |
| 6. Guest Home/TCK School Dorm Gifts           | \$ _____ | 15. District Ministry Fund                         | \$ _____        |
| 7. National Alliance Women Ministries Project | \$ _____ | 16. Area Ministry Fund                             | \$ _____        |
| 8. US Intercultural Ministries Support        | \$ _____ | 17. Non-Alliance Missionary Offerings, Gifts, etc. | \$ _____        |
| 9. Approved District Projects                 | \$ _____ | 18. Other  | \$ _____        |
| <b>Grand Total of Items 1-18</b>              |          |  | <b>\$ _____</b> |



## Local Alliance Women Ministries Annual Report Instructions

**Deadline:** The deadline to submit the report to your Area or District Director is July 15<sup>th</sup>.

**Questions:** Call your Area or District Director.

**TOP SECTION IN BOX:** Fill in your name and address.

### UNDER BOX: PARTICIPATION

- 1. Estimated number of women in your church:** Enter the estimated total number of women you think are in your church (not just those who participate in women's ministries).
- 2. Estimated total number of women that participated in some/all AWM objective events:** Enter the number of women who participate in the events you have for the AWM objectives. Count her only once even if she participates in more than one women's ministry event. For example: if a woman attends a missions meeting, a prayer meeting, and a Bible Study, do not count her three times.
- 3. Decisions made for Christ:** Enter the total number of women who have come to Christ through women's ministries. For example: this could be a person who received Christ at an event, or a person who was led to the Lord through the one-on-one personal outreach ministry of another woman.
- 4. Total number of events in each objective:**

**Prayer:** Enter the total number of prayer events held by women in your church.

- a.** If you have a time for women to pray collectively in their homes or at the church on a given day/time, that would count as one event.
- b.** If you have other special prayer events such as concerts of prayer at your church or in a home, each one would count as one event.

**Discipleship:** Enter the total number of discipleship ministry events hosted by women in your church. For example: Bible Studies, Sunday School classes for women, one-on-one mentoring.

- a.** If you have an 8 week Bible study in the fall that would be counted as one event. Then if you have another 8 week Bible Study in the spring that would be a second event. Do not list each week as an event.
- b.** If you have a mentoring program then count each person mentored individually as one event.

**Fellowship:** Enter the total number of fellowship events hosted by women in your church. This will include any event that you do mostly for relationship building. For example: ladies night out, restaurant meetings, shopping trips, craft nights, quilting events, overnight events, etc.

**Outreach:** Enter the total number of outreach events held by women's ministries. This would include ministering outside your church facility in your community, prison ministries, nursing home ministries, and any other events targeting the unreached that

you might hold in your church facility. If you do a prison or other ministry on a regular basis, count each time you go as one event.

**Missions:** Enter the total number of mission events held by women's ministries.

- a. If you hold monthly meetings count each meeting as one event.
- b. If you have a mission's tea, count that as one event, etc.

## **BOTTOM HALF: FINANCES**

1. **AWM GCF Contribution:** Enter the total amount your women's ministries gave to the Great Commission Fund. This is not the figure your church gave to the GCF, but what your women's ministries gave through the church to the GCF.
2. **Outfit Fund:** Enter the total amount your women's ministries gave to the Outfit Fund. If this is a line item given by the church in their budget, then enter that number.
3. **Other Gifts and Approved Specials:** Enter the total of any gifts given through your women's ministries to international workers. This includes approved specials or other funds given for any reason to C&MA international workers.
4. **Supply Centers:** Enter the total amount your women's ministries gave to your local supply closet or your district supply closet – a central place where international workers can come to "shop". For example: the value of linens, school supplies, etc.
5. **Adopted TCK Gifts:** Enter the total amount given to your TCK or TCKs. If you gave gifts in lieu of cash, estimate the value of the gift and postage and include it on this line.
6. **Guest Home/TCK School Dorm Gifts:** Enter the total amount given for a guest home, TCK School or TCK Dorm. Count only your local giving, not personal giving at gatherings or retreats.
7. **National Alliance Women Ministries Project:** Enter the total amount given to the AWM National Project.
8. **US Intercultural Ministries Support.** Enter the total amount given to Intercultural Ministries Support in the US.
9. **Approved District Project:** Enter the total amount given to any district project.
10. **Approved Local Projects:** Enter the total amount given to any local project.
11. **Work Day Projects:** Enter the total amount given for any workday projects done in your church. This will include the total cost of materials, supplies, postage, etc.
12. **Speakers' Expenses:** Enter the total amount given for honorariums/travel/gifts for speakers.
13. **Operating Expenses:** Enter the total amount spent for postage, phone, office supplies, etc.

- 14. National Ministry Fund:** Enter the total amount given for the National Team Ministry Expense Fund (suggested amount \$50 per year).
  - 15. District Ministry Fund:** Enter the total amount given for your District Expense Fund.
  - 16. Area Ministry Fund:** Enter the total amount given for your Area Expense Fund.
  - 17. Non-Alliance International Workers Offerings, Gifts, etc:** Enter the total amount of any monies or the value of gifts given to non-Alliance international workers.
  - 18. Other:** Enter the total amount given for any other ministry/expense that was not listed in numbers 1 through 17 and explain what it was for.
- Grand Total:** Add up Numbers 1-18 and enter total giving.

(updated 3/2010)

## AREA ALLIANCE WOMEN MINISTRIES REPORT

July 1, 20\_\_\_\_ to June 30, 20\_\_\_\_

Please make a copy for your records and send to District Director by July 25.

Area AWM Director: \_\_\_\_\_

Area: \_\_\_\_\_

Home Address: \_\_\_\_\_

Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

### PARTICIPATION

1. Number of churches in Area \_\_\_\_\_
2. Number of churches with AWM \_\_\_\_\_
3. Number of Area churches reporting \_\_\_\_\_
4. Estimated total number of women in local churches \_\_\_\_\_
5. Estimated total number of local women who participated in some/all AWM objective events \_\_\_\_\_
6. Number of special Area events held \_\_\_\_\_
  - Total Attendance \_\_\_\_\_
  - Decisions made for Christ \_\_\_\_\_
7. Number of Area Training Days \_\_\_\_\_
  - Total Attendance \_\_\_\_\_
8. Decisions made for Christ via local women's ministries \_\_\_\_\_
9. Total number of events in each objective:
  - Prayer \_\_\_\_\_
  - Discipleship \_\_\_\_\_
  - Fellowship \_\_\_\_\_
  - Outreach \_\_\_\_\_
  - Missions \_\_\_\_\_

### FINANCES

1. AWM GCF Contribution \$ \_\_\_\_\_
2. Outfit Fund \$ \_\_\_\_\_
3. Other Gifts and Approved Specials \$ \_\_\_\_\_
4. Supply Centers \$ \_\_\_\_\_
5. Adopted TCK Gifts \$ \_\_\_\_\_
6. Guest Home/TCK School Dorm Gifts \$ \_\_\_\_\_
7. National Alliance Women Ministries Project \$ \_\_\_\_\_
8. US Intercultural Ministries Support \$ \_\_\_\_\_
9. Approved District Projects \$ \_\_\_\_\_
10. Approved Local Projects \$ \_\_\_\_\_
11. Work Day Projects \$ \_\_\_\_\_
12. Speakers' Expenses \$ \_\_\_\_\_
13. Local Operating Expenses \$ \_\_\_\_\_
14. Area Operating Expenses \$ \_\_\_\_\_
15. Total Area Event Offerings \$ \_\_\_\_\_
16. National Ministry Fund \$ \_\_\_\_\_
17. District Ministry Fund \$ \_\_\_\_\_
18. Area Ministry Fund \$ \_\_\_\_\_
19. Non-Alliance Missionary Offering, Gifts, etc. \$ \_\_\_\_\_
20. Other \$ \_\_\_\_\_

**Grand Total of Items 1-20** \$ \_\_\_\_\_

## Area Alliance Women Ministries Annual Report Instructions

**Deadline:** The deadline to submit the report to your District Director is July 25<sup>th</sup>.

**Questions:** Call your District Director.

**TOP SECTION IN BOX:** Fill in your name and address.

### LEFT COLUMN: PARTICIPATION

1. **Number of churches in Area:** Enter the number of C&MA churches within your geographical area.
2. **Number of churches with AWM:** Enter the number of churches in your area that have AWM. **Definition of a church with AWM:** Any church that participates in some or all of the AWM objectives.
  - a. If a church has serious objections to being listed as a church participating in AWM, then we should not pressure them into being included as a church that participates in AWM.
  - b. Although we would like every local church to contribute to the Area, District, and National Ministry (Expense) Funds, this is not necessary to include them as a church who participates in AWM. We do not want churches to look at AWM as a “club” they need to join. Rather, we trust they will receive enough help and resources from the District and National Levels that they will want to help us continue to operate by contributing to the Ministry Funds.
3. **Number of Area Churches Reporting:** Enter the number of churches that gave you a written report. Be proactive in obtaining reports from every church. If you are missing a report, call the women’s ministry leader/director and fill out the report for them by asking a few questions over the phone. **It is extremely important that we have a report from every church.**

It is also important for you to keep notes on churches that do not participate in AWM. Keep records of these churches as well. Give a brief statement of your relationship to them. What is their status regarding AWM? Are they interested, not interested, thinking about participating in AWM, are they a church plant, etc. If possible give a brief explanation of their status. For example: Church has an existing women’s ministry and not interested in participating in AWM; Church Plant and interested in help from AWM; Church very small and not sure they could manage a women’s ministry; I don’t know anything about this church, etc. Send this data to your District Director.

**\*\*Remember it is very important when obtaining data from these churches to first establish a relationship with them through cards and/or phone calls simply expressing your interest in them and assuring them you are praying for them. Do not just call and ask for information, but ascertain the information from your relationship building process.**

4. **Estimated total number of women in local churches:** Enter the total estimated number of women in your Area. Add together the numbers given on each local report under Participation #1 and enter the grand total.
5. **Estimated total number of local women who participated in some/all AWM objective events:** Add together the numbers given on each Local Report under Participation #2 and enter the grand total.
6. **Number of special Area events held:** Enter the number of events your Area may have sponsored. For example: ladies day out, coffees, teas, morning break, Area Retreats, etc. Do not count the retreat sponsored by the District Team.

**Total Attendance:** Enter the total number of women who came to the events you held. If you held more than one event, add up the grand total of women who attended.

**Decisions Made for Christ:** Enter the number of women who came to Christ at the event or as a result after the event took place.

7. **Number of Area Training Days:** Enter the number of days you did leadership training for your Area. If the training day was sponsored by the District Team, do not count this as a training day. Count only the days where you, as Area Director, did leadership training for your churches.

**Total Attendance:** Enter the number of women who came to your training days. If you held more than one training day, add up the grand total of women who attended.

8. **Decisions made for Christ via local women's ministries:** Enter the total number of women who received Christ through the women's ministry of the local church. Add up the numbers from the Local Report Participation #3, and enter the grand total.
9. **Total number of events in each objective:** Enter the total number of women who participated in each objective. Add the numbers from the Local Reports on Participation #4 and enter that number under each objective respectively.

## RIGHT COLUMN: FINANCES

\*\*Before you begin to fill out the financial section, please look at Question #15: **Total Area Event Offerings**. The only amount that should be entered for #15 are monies given to the Area Operating Budget. If some/all of the offerings were given for international workers needs such as TCKs, Guest Homes, dorms, or other international worker gifts, then enter those amounts under their proper categories in the Finance Section.

1. **AWM GCF Contribution:** Enter the total amount your Area women's ministries gave to the Great Commission Fund. Add up the amounts from each Local Report for #1 and enter the grand total.
2. **Outfit Fund:** Enter the total amount your Area women's ministries gave to the Outfit Fund. Add up the amounts from each Local Report for #2 and enter the grand total.

3. **Other Gifts and Approved Specials:** Enter the total of any other gifts given through your Area women's ministries to international workers. Add up the amounts from each Local Report for #3 and enter the grand total.
4. **Supply Centers:** Enter the total amount your Area women's ministries gave to your local supply closets or your district supply closet – a central place where international workers can come to “shop”. Add up the amounts from each Local Report for #4 and enter the grand total.
5. **Adopted TCK Gifts:** Enter the total amount given by your Area women's ministries to your TCK or TCKs. Add up the amounts from each Local Report for #5 and enter the grand total.
6. **Guest Home/TCK School Dorm Gifts:** Enter the total amount given by your Area women's ministries for a guest home, TCK School or TCK Dorm. Add up the amounts from each Local Report for #6 and enter the grand total.
7. **National Alliance Women Ministries Project:** Enter the total amount given by your Area women's ministries to the AWM National Project. Add up the amounts from each Local Report for #7 and enter the grand total.
8. **US Intercultural Ministries Support.** Enter the total amount given by your Area women's ministries to Intercultural Ministries Support in the US. Add up the amounts from each Local Report for #8 and enter the grand total.
9. **Approved District Projects:** Enter the total amount given by your Area women's ministries to any district project. Add up the amounts from each Local Report for #9 and enter the grand total.
10. **Approved Local Projects:** Enter the total amount given by your Area women's ministries to any local project. Add up the amounts from each Local Report for #10 and enter the grand total.
11. **Work Day Projects:** Enter the total amount given by your Area women's ministries for any workday projects done in your church. Add up the amounts from each Local Report for #11 and enter the grand total.
12. **Speakers' Expenses:** Enter the total amount given by your Area women's ministries for honorariums/travel/gifts for speakers. Add up the amounts from each Local Report for #12 along with any expenses paid from your Area for speakers and enter the grand total.
13. **Local Operating Expenses:** Enter the total amount spent by local churches for women's ministries for postage, phone, office supplies, etc. Add together the amounts from each Local Report for #13 and enter the grand total.
14. **Area Operating Expenses:** Enter the total amount spent by your Area women's ministries for postage, phone, office supplies, etc.
15. **Total Area Event Offerings:** Enter the total amount of any offerings taken at Area events for the Area Operating Budget. If some or all of an offering was used for TCKs, other international worker needs, TCK Guest Home, TCK dorm, or TCK school, etc.

include the amount given to international worker needs under its proper category under finances.

- 16. National Ministry Fund:** Enter the total amount given by your Area women's ministries for the National Team Ministry Expense Fund (suggested amount \$50 per year). Add up the amounts from each Local Report for #14 and enter the grand total.
- 17. District Ministry Fund:** Enter the total amount given by your Area women's ministries for your District Expense Fund. Add up the amounts from each Local Report for #15 and enter the grand total.
- 18. Area Ministry Fund:** Enter the total amount given by your Area women's ministries for your Area Expense Fund. Add up the amounts from each Local Report for #16 and enter the grand total.
- 19. Non-Alliance International Worker Offerings, Gifts, etc:** Enter the total amount of any monies or the value of gifts given by your Area women's ministries to non-Alliance international workers. Add up the amounts from each Local Report for #17 and enter the grand total.
- 20. Other:** Enter the total amount given for any other ministry/expense that was not listed in numbers 1 through 19 given by your Area women's ministries and explain what it was for. Add up the amounts from each Local Report for #18 and enter the grand total.

**Grand Total:** Add up Numbers 1-20 and enter total giving by your Area churches.

(updated 3/2010)

## DISTRICT ALLIANCE WOMEN MINISTRIES REPORT

July 1, 20\_\_\_\_ to June 30, 20\_\_\_\_

Please make a copy for your records and send to National AWM Director by September 30.

District AWM Director: \_\_\_\_\_

District: \_\_\_\_\_

Home Address: \_\_\_\_\_

Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

### PARTICIPATION

1. Number of churches in District \_\_\_\_\_
2. Number of churches with AWM \_\_\_\_\_
3. Number of District churches reporting \_\_\_\_\_
4. Estimated total number of women in local churches \_\_\_\_\_
5. Estimated total number of local women who participated in some/all AWM objective events \_\_\_\_\_
6. Number of special Area events held \_\_\_\_\_  
     Total Attendance \_\_\_\_\_  
     Decisions made for Christ \_\_\_\_\_
7. Number of Area Training Days \_\_\_\_\_  
     Total Attendance \_\_\_\_\_
8. Number of special District events held \_\_\_\_\_  
     Total Attendance \_\_\_\_\_  
     Decisions made for Christ \_\_\_\_\_
9. Number of District Training Days \_\_\_\_\_  
     Total Attendance \_\_\_\_\_
10. Decisions made for Christ via local women's ministries \_\_\_\_\_
11. Total number of events in each objective:
  - Prayer \_\_\_\_\_
  - Discipleship \_\_\_\_\_
  - Fellowship \_\_\_\_\_
  - Outreach \_\_\_\_\_
  - Missions \_\_\_\_\_

### FINANCES

1. AWM GCF Contribution \$ \_\_\_\_\_
2. Outfit Fund \$ \_\_\_\_\_
3. Other Gifts and Approved Specials \$ \_\_\_\_\_
4. Supply Centers \$ \_\_\_\_\_
5. Adopted MK Gifts \$ \_\_\_\_\_
6. Guest Home/MK School Dorm Gifts \$ \_\_\_\_\_
7. National Alliance Women Ministries Project \$ \_\_\_\_\_
8. US Intercultural Ministries Support \$ \_\_\_\_\_
9. Approved District Projects \$ \_\_\_\_\_
10. Approved Local Projects \$ \_\_\_\_\_
11. Work Day Projects \$ \_\_\_\_\_
12. Speakers' Expenses \$ \_\_\_\_\_
13. Local Operating Expenses \$ \_\_\_\_\_
14. Area Operating Expenses \$ \_\_\_\_\_
15. District Operating Expenses \$ \_\_\_\_\_
16. Total Area Event Offerings \$ \_\_\_\_\_
17. Total District Event Offerings \$ \_\_\_\_\_
18. National Ministry Fund \$ \_\_\_\_\_
19. District Ministry Fund \$ \_\_\_\_\_
20. Area Ministry Fund \$ \_\_\_\_\_
21. Non-Alliance Missionary Offering, Gifts, etc. \$ \_\_\_\_\_
22. Other \$ \_\_\_\_\_

**GRAND TOTAL OF ITEMS 1-22**      \$ \_\_\_\_\_

## **District Alliance Women Ministries Annual Report Instructions for Districts with Areas**

**Deadline:** The deadline to submit the report to the National Director is September 30<sup>th</sup>.

**Questions:** Call the National Director.

**TOP SECTION IN BOX:** Fill in your name and address.

### **LEFT COLUMN: PARTICIPATION**

1. **Number of churches in District:** Enter the number of C&MA churches in your District.
2. **Number of churches with AWM:** Enter the number of churches in your district that have AWM.

**Definition of a church with AWM:** Any church that participates in some or all of the AWM objectives.

- a. If a church has serious objections to being listed as a church participating in AWM, then we should not pressure them into being included as a church that participates in AWM.
  - b. Although we would like every local church to contribute to the Area, District, and National Ministry (Expense) Funds, this is not necessary to include them as a church who participates in AWM. We do not want churches to look at AWM as a “club” they need to join. Rather, we trust they will receive enough help and resources from the District and National Levels that they will want to help us continue to operate by contributing to the Ministry Funds.
3. **Number of District churches reporting:** Enter the number of churches that gave your Area Directors a written report. Be proactive in obtaining reports from every church. If you are missing a report, call the women’s ministry leader/director and fill out the report for them by asking a few questions over the phone. **It is extremely important that we have a report from every church.**

It is also important for you to keep notes on churches that do not participate in AWM. Keep records of these churches as well. Give a brief statement of your relationship to them. What is their status regarding AWM? Are they interested, not interested, thinking about participating in AWM, are they a church plant, etc. If possible give a brief explanation of their status. For example: Church has an existing women’s ministry and not interested in participating in AWM; Church Plant and interested in help from AWM; Church very small and not sure they could manage a women’s ministry; I don’t know anything about this church, etc. Send this data to your National Director.

**\*\*Remember it is very important when obtaining data from these churches to first establish a relationship with them through cards and/or phone calls simply expressing your interest in them and assuring them you are praying for them. Do not just call and ask for information, but ascertain the information from your relationship building process.**

4. **Estimated total number of women in local churches:** Enter the total estimated number of women in your District. You need to count the estimated number of women in every church in your District, not just those who sent in reports. Check with your Area Directors to see if they counted the women from every church when they answered this question, or if they only counted the women from churches that sent in reports when filling out the report. You can obtain the estimated number of women that attend all churches in the District by calling your District Office and asking for the average attendance of all District churches. Approximately 50% of any church's attendees are women, so divide the total number of attendees in all the District Churches by two and enter that number.
5. **Estimated total number of local women who participated in some/all AWM objective events:** Enter the total estimated women in your District who participated in some/all AWM objective events. Add together the numbers given by your Area Directors for Participation #5 and enter the grand total.
6. **Number of special Area events held:** Enter the number of events your Areas may have sponsored. Add together the events held by your Area Directors under Participation #6.

**Total Attendance:** Enter the total number of women who attended the events sponsored by your Area Directors. Add together the number of women who came to events sponsored by your Area Directors under Participation #6 and enter the grand total.

**Decisions made for Christ:** Enter the number of women who came to Christ at the Area events.  
Add together the number of women who made decisions for Christ from Area events under Participation #6 and enter the grand total.

7. **Number of Area Training Days:** Enter the number of days your Areas did leadership training. These would be training days sponsored by the Area, not District sponsored training days. Add together the number of training events held by the Areas under Participation #7 and enter the grand total.

**Total Attendance:** Enter the total number of women who attended the Area training days. Add together the numbers of women given by your Area Directors under Participation #7 and enter the grand total.

8. **Number of special District events held:** Enter the number of special District events that were held, but do not count District Leadership Training Days. For example: District Retreats, District Conference Luncheon, etc.

**Total Attendance:** Add up all the women who came to special District sponsored events, and enter the grand total, but do not count women who came to District Leadership Training Days.

**Decisions made for Christ:** Enter the total number of women who made decisions for Christ at District events.

- 9. Number of District Training Days:** Enter the number of leadership training events held by the District Team.

**Total Attendance:** Add up the number of women who came to training events and enter the grand total.

- 10. Decisions made for Christ via local women's ministries:** Enter the total number of women who received Christ through the women's ministry of the local church. Add up the numbers from the Area Reports under Participation #8 and enter the grand total.

- 11. Total number of events in each objective:** Enter the total number of women who participated in each objective. Add the numbers from the Area Reports under Participation #9 for each objective and enter the grand totals under the respective objective.

## **RIGHT COLUMN: FINANCES**

**\*\*Before you begin to fill out the financial section, look at #17: Total District Event Offerings.** The only figure that should be entered under #17 is monies that were given to the District Operating Budget. If some/all of District Event offerings were given to international worker needs such as TCKs, Guest Homes, dorms, other international worker gifts, etc., then those amounts should be included under the proper categories.

- 1. AWM GCF Contribution:** Enter the total amount your District women's ministries gave to the Great Commission Fund. Add together the amounts from each Area Report under Finances #1 and enter the grand total.
- 2. Outfit Fund:** Enter the total amount your District women's ministries gave to the Outfit Fund. Add together the amounts from each Area Report under Finances #2 and enter the grand total.
- 3. Other Gifts and Approved Specials:** Enter the total of any other gifts given through your District women's ministries to international workers. Add together the amounts from each Area Report under Finances #3 and enter the grand total.
- 4. Supply Centers:** Enter the total amount your District women's ministries gave to local supply closets as well as your district supply closet – a central place where international workers can come to "shop". Add together the amounts from each Area Report under Finances #4 and enter the grand total.
- 5. Adopted TCK Gifts:** Enter the total amount given by your District women's ministries to your TCKs. Add together the amounts from each Area Report under Finances #5 and enter the grand total.
- 6. Guest Home/TCK School Dorm Gifts:** Enter the total amount given by your District women's ministries for a guest home, TCK School or TCK Dorm. Add together the amounts from each Area Report under Finances #6 and enter the grand total.

7. **National Alliance Women Ministries Project:** Enter the total amount given by your District women's ministries to the AWM National Project. Add together the amounts given from each Area Report under Finances #7 and enter the grand total.
8. **US Intercultural Ministries Support.** Enter the total amount given by your District women's ministries to Intercultural Ministries Support in the US. Add together the amounts from each Area Report under Finances #8 and enter the grand total.
9. **Approved District Projects:** Enter the total amount given by your District women's ministries to any district project. Add together the amounts from each Area Report under Finance #9 and enter the grand total.
10. **Approved Local Projects:** Enter the total amount given by your District women's ministries to any local project. Add together the amounts from each Area Report under Finances #10 and enter the grand total.
11. **Work Day Projects:** Enter the total amount given by your District women's ministries for any workday projects. Add together the amounts from each Area Report under Finances #11 and enter the grand total.
12. **Speakers' Expenses:** Enter the total amount given by your District women's ministries for honorariums/travel/gifts for speakers. Add together the amounts from each Area Report under Finances #12 and enter the grand total.
13. **Local Operating Expenses:** Enter the total amount spent by your Area and Local women's ministries for postage, phone, office supplies, etc. Add together the amounts from each Area Report under Finances #13 and enter the grand total.
14. **Area Operating Expenses:** Enter the total amount spent by your Area women's ministries for postage, phone, office supplies, etc. Add together the amounts from each Area Report under Finances #14 and enter the grand total.
15. **District Operating Expenses:** Enter the total amount spent by your District women's ministries for postage, phone, office supplies, etc.
16. **Total Area Event Offerings:** Enter the total amount given for Area Event Offerings to their District Operating Budget. Add together the numbers from the Area Reports under Finances #15 and enter the grand total.
17. **Total District Event Offerings:** Enter the total amount given for District Events to the District Operating Budget. These would include offerings taken at retreats, District luncheons, etc. If some/all of the offerings were given to international worker needs, include those amounts under the proper finance category.
18. **National Ministry Fund:** Enter the total amount given by your District women's ministries for the National Team Ministry Expense Fund (suggested amount \$50 per year). Add together the amounts from each Area Report under Finances #16 and enter the grand total.
19. **District Ministry Fund:** Enter the total amount given by your District women's ministries for your District Expense Fund. Add together the amounts from each Area Report under Finances #17 and enter the grand total.

**20. Area Ministry Fund:** Enter the total amount given by your Area women's ministries for the Area Expense Fund. Add together the amounts from each Area Report under Finances #18 and enter the grand total.

**21. Non-Alliance International Worker Offerings, Gifts, etc:** Enter the total amount of any monies or the value of gifts given by your District women's ministries to non-Alliance international workers. Add together the amounts from each Area Report under Finances #19 and enter the grand total.

**22. Other:** Enter the total amount given for any other ministry/expense that was not listed in numbers 1 through 21 given by your District women's ministries and explain what it was for. Add together the amounts from each Area Report under Finances #20 and enter the grand total.

**Grand Total:** Add up Numbers 1-22 and enter the total giving by your District.

(updated 3/2010)

## **District Alliance Women Ministries Annual Report Instructions For Districts That Do Not Have Areas**

**Deadline:** The deadline to submit the report to the National Director is September 30<sup>th</sup>.

**Questions:** Call the National Director.

**TOP SECTION IN BOX:** Fill in your name and address.

### **LEFT COLUMN: PARTICIPATION**

1. **Number of churches in District:** Enter the number of C&MA churches in your District.
2. **Number of churches with AWM:** Enter the number of churches in your district that have AWM.

**Definition of a church with AWM:** Any church that participates in some or all of the AWM objectives.

- a. If a church has serious objections to being listed as a church participating in AWM, then we should not pressure them into being included as a church that participates in AWM.
  - b. Although we would like every local church to contribute to the Area, District, and National Ministry (Expense) Funds, this is not necessary to include them as a church who participates in AWM. We do not want churches to look at AWM as a “club” they need to join. Rather, we trust they will receive enough help and resources from the District and National Levels that they will want to help us continue to operate by contributing to the Ministry Funds.
3. **Number of District churches reporting:** Enter the number of churches that gave you a written report. Be proactive in obtaining reports from every church. If you are missing a report, call the women’s ministry leader/director and fill out the report for them by asking a few questions over the phone. **It is extremely important that we have a report from every church.**

It is also important for you to keep notes on churches that do not participate in AWM. Keep records of these churches as well. Give a brief statement of your relationship to them. What is their status regarding AWM? Are they interested, not interested, thinking about participating in AWM, are they a church plant, etc. If possible give a brief explanation of their status. For example: Church has an existing women’s ministry and not interested in participating in AWM; Church Plant and interested in help from AWM; Church very small and not sure they could manage a women’s ministry; I don’t know anything about this church, etc. Send this data to your National Director.

**\*\*Remember it is very important when obtaining data from these churches to first establish a relationship with them through cards and/or phone calls simply expressing your interest in them and assuring them you are praying for them. Do not just call and ask for information, but ascertain the information from your relationship building process.**

4. **Estimated total number of women in local churches:** Enter the total estimated number of women in your District. You need to count every church in the District for this question. Approximately 50% of any church's attendees are women. Call your District Office to see if you can obtain a list of the District churches along with their average attendance (or perhaps they have a total estimated number of women for all churches available). Add those numbers up and divide by two and enter this number.
  
5. **Estimated total number of local women who participated in some/all AWM objective events:** Enter the total estimated women in your District who participated in some/all AWM objective events. Add together the numbers on each Local Report under Participation #2 and enter the grand total.
  
6. **Number of special Area events held:** N/A  
**Total Attendance:** N/A  
**Decisions made for Christ:** N/A
  
7. **Number of Area Training Days:** N/A  
**Total Attendance:** N/A
  
8. **Number of special District events held:** Enter the number of special District events that were held, but do not count District Leadership Training Days. For example: District Retreats, District Conference Luncheon, etc.  
  
**Total Attendance:** Add up all the women who came to special District sponsored events, and enter the grand total, but do not count women who came to District Leadership Training Days.  
  
**Decisions made for Christ:** Enter the total number of women who made decisions for Christ at District events.
  
9. **Number of District Training Days:** Enter the number of leadership training events held by the District Team.  
  
**Total Attendance:** Add up the number of women who came to training events and enter the grand total.
  
10. **Decisions made for Christ via local women's ministries:** Enter the total number of women who received Christ through the women's ministry of the local church. Add together the numbers from the Local Report Participation #3 and enter the grand total.
  
11. **Total number of events in each objective:** Enter the total number of women who participated in each objective. Add the numbers from the Local Reports on Participation #4 and enter the grand total under each objective respectively.

## **RIGHT COLUMN: FINANCES**

**\*\*Before you begin to fill out the financial section, look at #17: Total District Event Offerings.** The only figure that should be entered under #17 is monies that were given to the District Operating Budget. If some/all of District Event offerings were given to international worker needs such as TCKs, Guest Homes, dorms, other international worker gifts, etc., then those amounts should be included under the proper categories.

1. **AWM GCF Contribution:** Enter the total amount your District women's ministries gave to the Great Commission Fund. Add together the amounts from each Local Report under Finances #1 and enter the grand total.
2. **Outfit Fund:** Enter the total amount your District women's ministries gave to the Outfit Fund. Add together the amounts from each Local Report under Finances #2 and enter the grand total.
3. **Other Gifts and Approved Specials:** Enter the total of any other gifts given through your District women's ministries to international workers. Add together the amounts from each Local Report under Finances #3 and enter the grand total.
4. **Supply Centers:** Enter the total amount your District women's ministries gave to local supply closets as well as your district supply closet – a central place where international workers can come to “shop”. Add together the amounts from each Local Report under Finances #4 and enter the grand total.
5. **Adopted TCK Gifts:** Enter the total amount given by your District women's ministries to your TCKs. Add together the amounts from each Local Report under Finances #5 and enter the grand total.
6. **Guest Home/TCK School Dorm Gifts:** Enter the total amount given by your District women's ministries for a guest home, TCK School or TCK Dorm. Add together the amounts from each Local Report under Finances #6 and enter the grand total.
7. **National Alliance Women Ministries Project:** Enter the total amount given by your District women's ministries to the AWM National Project. Add together the amounts from each Local Report under Finances #7 and enter the grand total.
8. **US Intercultural Ministries Support.** Enter the total amount given by your District women's ministries to Intercultural Ministries Support in the US. Add together the amounts from each Local Report under Finances #8 and enter the grand total.
9. **Approved District Projects:** Enter the total amount given by your District women's ministries to any District project. Add together the amounts from each Local Report under Finances #9 and enter the grand total. If you do not sponsor a District Project enter N/A.
10. **Approved Local Projects:** Enter the total amount given by your District women's ministries to any local project. Add together the amounts from each Local Report under Finances #10 and enter the grand total.
11. **Work Day Projects:** Enter the total amount given by your District women's ministries for any workday projects. Add together the amounts from each Local Report under Finances #11 and enter the grand total.
12. **Speakers' Expenses:** Enter the total amount given by your District women's ministries for honorariums/travel/gifts for speakers. Add together the amounts from each Local Report under Finances #12 along with any expenses paid from your District for speakers and enter the grand total.

**13. Local Operating Expenses:** Enter the total amount spent by your Local women's ministries for postage, phone, office supplies, etc. Add together the amounts from each Local Report for #13 and enter the grand total.

**14. Area Operating Expenses:** N/A

**15. District Operating Expenses:** Enter the total amount spent by your District women's ministries for postage, phone, office supplies, etc.

**16. Total Area Event Offerings:** N/A

**17. Total District Event Offerings:** Enter the total amount given for District Events to the District Operating Budget. These would include offerings taken at retreats, District luncheons, etc. If some/all of the offerings were given to international worker needs, include those amounts under the proper finance category.

**18. National Ministry Fund:** Enter the total amount given by your District women's ministries for the National Team Ministry Expense Fund (suggested amount \$50 per year). Add together the amounts from each Local Report under Finances #14 and enter the grand total.

**19. District Ministry Fund:** Enter the total amount given by your District women's ministries for your District Expense Fund. Add together the amounts from the Local Report under Finances #15 and enter the grand total.

**20. Area Ministry Fund:** N/A

**21. Non-Alliance International Worker Offerings, Gifts, etc:** Enter the total amount of any monies or the value of gifts given by your District women's ministries to non-Alliance international workers. Add together the amounts from each Local Report under Finances #17 and enter the grand total.

**22. Other:** Enter the total amount given for any other ministry/expense that was not listed in numbers 1 through 21 given by your District women's ministries and explain what it was for. Add together the amounts from each Local Report under Finances #18 and enter the grand total.

**Grand Total:** Add up Numbers 1-22 and enter the total giving by your District.

(updated 3/2010)