



THE wesleyan CHURCH

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LOCAL CHURCH STATISTICAL REPORT – 2020

INSTRUCTIONS

1. Reporting covers your district fiscal year that ends in 2020 (*Disc.* 1180:18).
2. **All Local Church Statistical Reports (LCSR) must be inputted to the Pastor Portal** (www.wesleyan.org/pastors). If you cannot report through the Pastor Portal, submit your report to the appropriate district representative (*Disc.* 725:32; 1352:2).
 - a. An LCSR worksheet is available on the Pastor Portal.
 - i. Click “Forms” at page top.
 - ii. Click “Local Church Resources” at page bottom.
 - b. Using the LCSR worksheet to submit your report is unacceptable.
3. Pastors will be notified by email when the portal is open for report submission. Log-in information will be included.
 - a. Every question must be answered.
 - i. Type “0” if a question does not pertain to you.
 - ii. **Do not** type in other messages such as “**N/A**,” as it interferes with the computer formulas
 - iii. The system will notify your district office when every question has been answered.
 - b. A report for your records is available on the Pastor Portal.
 - i. Click “Churches” on the menu bar to load the Search page. Identify your church using the name field or filter fields.
 - ii. Click “Stats” on your church’s line in the results table.
 - iii. Click “Download” in the upper right to generate the Excel report. The report will list all questions and their corresponding answers in columns by years.
4. When using the Excel computer worksheet, **do not** type in the black spaces.
5. Keep a hard copy of the report and all related worksheets to use as guides for next year’s report.
6. In the line item explanations below, some lines will be skipped because they are self-explanatory.

PART 1 – GENERAL STATISTICS

Who is making disciples in our church? 1-17

1. The number of persons who are leading a discipleship group, doing one-on-one discipleship, or who are teaching a class of any age group.
2. Self-explanatory.
3. Self-explanatory.
4. Self-explanatory.
5. Self-explanatory.
6. **Line 6** will calculate automatically lines 4 and 5 on the electronic form. Do not type in this space.
7. Report the average of the attendance figures through **February**, excluding online. Include children's church in this number if conducted separately from your main worship service. If you have multiple weekend worship services, weekly attendance is the combined total of all services for that weekend. *The February deadline is due to the COVID-19 pandemic.*
8. Report the average of online attendance through **February**, using the "Peak Live Viewers" or "Concurrent Viewers" number. Other livestream platforms may use slightly different language, but this is the preferred way of counting online attendance. Do not include this number in line 7. *The February deadline is due to the COVID-19 pandemic.*
9. Report only persons who have experienced and witnessed to a conversion during the past year. Persons who have sought spiritual help but have not made a commitment leading to conversion do not meet the category criteria.
10. Include those who have had a fresh infilling of the Spirit during the year, given witness to a deepening of their commitment to Christ, or have made a fresh surrender to the lordship of Christ during the past year.
- 11, 12 & 13. Whether in Sunday school, small groups, one-on-one discipleship, or some other method, report the number of persons participating. As best you can calculate, only count participants once. Record the total number involved for children, youth and adults.
14. This line automatically calculates lines 11, 12 and 13 on the electronic form. Do not type in this space.
- 15-17. List everyone who considers your church to be their "church home." If a specific number is unknown, report at least 30% more than your average attendance.

How many disciples are multiplying in our church? 18-25

18. Persons sent to plant another church who are no longer counted in your attendance.
19. Persons who have declared and are preparing to engage in local church ministry or in some aspect of missionary outreach.
20. Persons preparing for cross-cultural ministry mobilization with Global Partners.
21. Persons engaged with a mission organization other than Global Partners about cross-cultural ministry mobilization.
22. Persons preparing for church planting or launching a new campus. They are counted in your attendance.
23. Include Wesleyan college students whose primary residence is local. Exclude non-Wesleyan college students who attend due to church-campus proximity.
24. Self-explanatory.
25. Students who are actually enrolled in a course of study leading to licensing for ministerial service.

Where are we a transforming presence by disciples making disciples? 26-27

26. List the number of locations, including the main campus/ location where you are gathering for worship.
27. List the **actual ZIP/postal codes** in which you are gathering for worship.

PART II – FINANCIAL STATISTICS

Property

28-30. Report the insured value with 100% coverage. Property without buildings may be valued at purchase price or current market value, whichever is greater.

Cash Income

31-33. – USF/EIF “Assessable” Contribution Income

The district determines the total USF obligation for each local church. All funds coming into the local church are subject to budget assessment; exempted are funds identified in *The Discipline* para. 2005.

31. All funds received as “Tithes,” as well as all offerings coming into the church through public service collections or other means which are intended for the general operation of the local church.

32. All other contribution income including Sunday school, Global Partners, and other special offerings. Do not include items reported on lines 34-36. Exempt items will be considered in later calculations.

33. This line calculates automatically on the electronic form. Do not type in this space.

34-38. – USF/EIF “Non-assessable” Contribution Income

This category distinguishes between contributions that are assessable (lines 31-33) from those that are not assessable as provided by *The Discipline*, para. 2005.

34. Only funds received for a building project that has written DBA approval.

35. Only funds received for district or denominationally approved church plants.

36. Urban Missional Churches represent a new category approved by the 2016 General Conference. See *Disc.* 523 and 2005:1(i). This line represents offerings specifically for these churches.

37 & 38. These lines calculate automatically on the electronic form. Do not type in these spaces.

39-46. – Other USF/EIF “Non-assessable” Income

Other specified incomes that are not contribution incomes but neither are they assessable for budgetary purposes. (The *Discipline*, paragraph 2005.)

39. Only new church plants that have received funds from the Church Multiplication and Discipleship Division or the District Evangelism & Church Growth are to use this line. All other churches write in “0.”

45 & 46. These lines calculate automatically on the electronic form. Do not type in these spaces.

Cash Disbursements

47-61 – Basic Ministry Support

47. Basic salary paid to the pastor. If the church reimburses the pastor for SECA or Social Security contributions, include that information also.

48. List the amount paid for pension.

49. Add together financial allowances paid to/for pastor for housing and/or utilities.

50. Add together all other financial allowances/benefits paid to/for pastor (*i.e., travel, car, office*).

51. Basic salary paid to associate or assistant pastor(s). If the church reimburses the associates/assistants for SECA or Social Security contributions, include that information also.

52. List the amount paid for pension for associate or assistant pastor(s).

53. Add together financial allowances paid to/for associate or assistant pastor(s) for housing and/or utilities.

54. Add together all other financial allowances or benefits paid to/for associate or assistant pastor(s). (*i.e., travel, car, office*)

55. Only TWC missionaries or Global Partners.

56. Only non-Wesleyan missionaries or missionary organizations other than Global Partners. (Exclude World Hope, which is listed on line 65.)

57. Other contributions made to local or national benevolent agencies, institutions or organizations that are not part of The Wesleyan Church. Do not include missionary contributions reported on lines **55** and **56**.

58. Church or parsonage or other church-owned facility mortgage payments, including principal and interest.

59. All funds spent to purchase property, or new construction, or a major remodeling project. (*A major remodeling project is equal to ten percent or more of the total value of the land, buildings, and equipment assets, and has DBA approval in writing.*)

Important Supplementary Questions
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60. Include all local maintenance, office and staff salaries, supplies for office, kitchen, housekeeping, repairs and upkeep, and any other local expense not otherwise listed.

61. This line calculates automatically on the electronic form. Do not type in this space.

62-71 – Other Ministry Support

62. Report here the amount **actually paid** on your USF-EIF and district assessment. Do not report the amount you owe to the assessment.

63 & 64. Include all funds sent to these ministries. Wesleyan Native Ministries was Wesleyan Native American Ministries.

67. Include offerings like “Heart of Missions,” and any other offering or project sponsored by one of the denominational offices.

68. Include registration for youth conventions paid by the church, The Gathering, if paid by the church, and other General Church events, if paid by the church.

70. Any amount paid to the district or General Church for any purpose not reported elsewhere on this report.

70 & 71. These lines calculate automatically on the electronic form. Do not type in these spaces.

72-74– USF Assessable Net Income

These lines calculate automatically on the electronic form. Do not type in these spaces.

75-77. Reply “Yes” or “No.”

Thank you for your dedicated service to your district and the denomination.

Janelle Vernon
General Secretary
Executive Director, Communication and Administration