



The Presbyterian Church of Queensland

Committee on Home Missions

Schedule A



This Form **must** be completed **quarterly** (March, June, September, December) by the Home Missions Committee Appointee. Please forward a copy to the Director of Home Ministry **no later than the 14th of the following month**, a copy to the Moderator of the Charge and keep a copy for your records.

1. IDENTIFICATION

HOME MISSIONARY OR APPOINTEE:

CHARGE:

PRESBYTERY:

MODERATOR:

YEAR: Mar Jun Sep Dec

2. PEOPLE

2.1 Communicant Roll

Additions to Communicants Roll:

Deletions from Communicants Roll:

Present Membership:

2.2 Public Worship Services

Preaching Places	Number of Services	*Average attendance per Centre for the three months			
		Adults (over 18)	Youth (high school)	Children (primary & younger)	Total
<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 40px; height: 20px;" type="text"/>	<input style="width: 60px; height: 20px;" type="text"/>	<input style="width: 60px; height: 20px;" type="text"/>	<input style="width: 60px; height: 20px;" type="text"/>	<input style="width: 60px; height: 20px;" type="text"/>
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<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 40px; height: 20px;" type="text"/>	<input style="width: 60px; height: 20px;" type="text"/>	<input style="width: 60px; height: 20px;" type="text"/>	<input style="width: 60px; height: 20px;" type="text"/>	<input style="width: 60px; height: 20px;" type="text"/>

**Aggregate weekly Average:

* Average attendance per Centre - add the total attendance for each preaching place over the three month period and divide the sum by the number of weeks.
 ** Aggregate weekly Average – add the total average attendance for each preaching place.

2.3 Children's Ministry & Small Groups

structures	No.	Leaders	No.	Attendees	No.
Sunday Schools	<input style="width: 40px; height: 20px;" type="text"/>	Teachers	<input style="width: 40px; height: 20px;" type="text"/>	Students	<input style="width: 40px; height: 20px;" type="text"/>
Other Children's groups	<input style="width: 40px; height: 20px;" type="text"/>	Leaders	<input style="width: 40px; height: 20px;" type="text"/>	Members	<input style="width: 40px; height: 20px;" type="text"/>
Youth Groups	<input style="width: 40px; height: 20px;" type="text"/>	Leaders	<input style="width: 40px; height: 20px;" type="text"/>	Members	<input style="width: 40px; height: 20px;" type="text"/>
Regular Bible Study Groups	<input style="width: 40px; height: 20px;" type="text"/>	Leaders	<input style="width: 40px; height: 20px;" type="text"/>	Members	<input style="width: 40px; height: 20px;" type="text"/>

State schools in Charge	<input style="width: 40px; height: 20px;" type="text"/>	Schools visited	<input style="width: 40px; height: 20px;" type="text"/>	Children	<input style="width: 40px; height: 20px;" type="text"/>
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2.4 Unstructured pastoral care

Notes on pastoral care
and/or visitation:

2.5 Evangelism

What is done to proclaim
the Gospel to those
outside the Church:

3. FINANCE

3.1 Payments

Was the complete stipend paid for the 3 months? (HM Reg7) Y / N

Was the complete EPFB paid for the 3 months? Y / N

Are regular payments made to SMP? Y / N

Are Payments to Assembly and Presbytery up to date? Y / N

If you answered NO to any of the above, please give further details.

Note: all expenditure beyond that required for normal running expenses must be approved by the Home Missions Committee (H.M. Reg. 7) If any extra expenditure beyond normal running expenses has been authorised by your Committee of Management without Home Missions Committee approval, then please attach details to this form.

3.2 Income

Ordinary income for the three months:

Special appeals or other income for the three months:

Total balance showing on financial statements:

4. GENERAL ADMIN

4.1 Annual Leave

If annual leave was commenced during the month, state the period of leave taken:

From: To: Leave still owing, if any:

4.2 Paperwork

Have Forms C, E, and F been forwarded to the appropriate bodies? (**April** only) Y / N

Has Church Office been notified of any office bearer changes? Y / N

5. ADDITIONAL COMMENTS

If you wish to make further comments please include additional pages.

Home Missionary / Appointee:

Date Forwarded:

Received by:

Received by Director of Home Ministry: