

INSTRUCTIONS

- A. Please make all checks payable to the **American Baptist Churches of Wisconsin**
- B. In filling in the report, use typewriter or ball point pen so that it is legible on all three copies. **Keep the pink copy** for your files, return the white and yellow copies to the ABC/WI Region office with your check.
- C. In the space marked "Send receipt to" fill in the name, address and zip code to whom the receipt is to be sent, unless the information has already been preprinted
- D. AMERICAN BAPTIST MISSION SUPPORT column at right.
 - a. Using the above definitions on the other side, determine classification of each gift, entering totals for each class on the appropriate lines.
 - b. The totals of line 1 through 11 must equal the amount of your check, entered on the line marked REMITTANCE TOTAL. If you have sent a gift directly to an organization, do **NOT** report it on this form.
- E. DETAILS FOR DESIGNATIONS columns at left. Use these to explain lines 3, 5, and 7 through 11.
 - a. Do **not** write in column marked "Leave Blank" this is needed for ABC/USA office use.
 - b. LINE column. Fill in the line number at right covering a particular gift (e.g. Use "3" for United Mission Designations, "8" for Institutional Support, etc.)
 - c. ORGANIZATION column. Enter the initials of organization to receive the gift (e.g. "IM" for International Ministries, "NM" for National Ministries, "EM" for Educational Ministries, etc.) Leave this column blank if the gift is on line 8 for Institutional Support.
 - d. FOR WHAT WORK OR MISSIONARY column. Fill in name of the work or missionary for whom the gift is to be used, or the name of the institution.
 - e. AMOUNT column. Fill in the dollar amount of each gift.
- F. Please tear off lower portion of the receipt, compare it with the last receipt(s) which was sent. In case of discrepancy notify the ABC/WI Region office. Retain this portion of the receipt for your records.

(OVER)

DEFINITIONS

UNITED MISSION: United Mission contributions provide the largest portion of support and are the very foundation for all American Baptist Mission. These contributions are reported on lines 1-3 of this Monthly Report form. They are distributed on a percentage basis as agreed upon in a covenant by Region/State/City organizations. Educational Ministries, International Ministries, National Ministries, Minister & Missionaries Benefit Board, and the Office of the General Secretary.

1. **UNITED MISSION BASICS.** Gifts to United Mission Basics (UMB) support all parts of our national and international mission effort as American Baptists. These gifts represent a large percentage of American Baptist mission giving and as such are vital and basic to all of our American Baptist family.
2. **UNITED MISSION ABWM LOVE GIFT.** American Baptist Women make over-and-above contributions to Love Gift. The equivalent of ten percent of these contributions is used to support the work of the American Baptist Women. The balance is divided in the same way as gifts to United Mission Basics.
3. **UNITED MISSION DESIGNATIONS.** United Mission Designations are contributions toward budgeted financial support of a particular mission board or program board, budgeted financial support of a particular missionary, or budgeted financial support in a particular area of mission. Such gifts do not provide additional money for the budget participants but are part of their approved budget. If you are not sure whether a program or missionary is in the approved budget, please correspond with the appropriate board before designating your gift. If designated contributions exceed the budgeted amount the church or donor is so notified.

ANNUAL OFFERINGS. American Baptists promote and contribute to four annual offerings, which provide financial support to the recipients in addition to support received from United Mission. The Annual Offerings are listed on lines 4-7 on the Monthly Report of American Baptist Mission Support form.

4. **AMERICA FOR CHRIST.** The American for Christ (AFC) offering is divided into equal thirds for the work of Educational Ministries, National Ministries, and the Region.
5. **WORLD MISSION OFFERING.** The World Mission Offering (WMO) goes entirely for the work of International Ministries
6. **RETIRED MINISTERS & MISSIONARIES OFFERING.** The Retired Ministers & Missionaries Offering (RMMO) is administered by the M&M Board to provide emergency relief and a “thank you” to retired ministers and missionaries.
7. **ONE GREAT HOUR OF SHARING.** The One Great Hour of Sharing (OGHS) offering is administered by the American Baptist World Relief Committee for relief and development assistance in the United States and overseas.
8. **INSTITUTIONAL SUPPORT.** Gifts to American Baptist-related institutions in the United States, which participate in the Institutional Support Process (ISP), are for their operating expenses. These institutions include seminaries, colleges, campus ministries, student aid for colleges and seminaries, retirement homes, hospitals, children’s homes, and our national conference/training center (ABA) at Green Lake, Wisconsin.
9. **SPECIFICS.** Specifics are contributions to budget participants, which provide money over-and-above their allocation from the United Mission and annual offering contributions. Contributions for validated local ministries are also included in this category. Gifts for a missionary’s personal use are NOT included here, but should be listed on line 11 as a Miscellaneous Objective. Specifics should be cleared with the appropriate agency before making the contribution.

AMERICAN BAPTIST MISSION SUPPORT. American Baptist Mission Support (ABMS) is the total of our “American Baptist family” budgets. It consists of our United Mission (UM), the four Annual Offerings, the Institutional Support Process (ISP) and Specifics. ABMS is the total of line 1-9 on the Monthly Report of American Baptist Mission Support form.

10. **CAMPAIGNS FOR ABC WORK.** These gifts are for campaigns conducted by recognized American Baptist Institutions, by the Region organizations, and by national American Baptist organizations.
11. **MISCELLANEOUS OBJECTIVES.** This category provides a channel for sending gifts to American Baptist missionaries for their personal use, as well as to the American Bible Society. (Other non-ABC related gifts should be sent directly to the organization.) Gifts in this category are strictly “in and out” and no credit is given by ABC to the donor.