



Annual Information Report for Supported Missionaries

It is our desire to glorify God in all we do as a local church. Our support for you, your family, and your ministry has multiple benefits toward this ultimate goal. Through your missionary ministry our church extends our biblical ministry out to the nations. You help us participate in God's plan to see His glory proclaimed among all nations. You facilitate our obedience and maturity in Christ.

Our church also has a ministry responsibility to you. You function as an extension of us in your place of ministry. Your doctrine, character, and relationships are a reflection of our church. We desire to see you faithful, joyful, and personally fruitful in ministry. So, we have a proper sense of responsibility to shepherd and nurture you and your family as if you were one of our own ministry staff.

We trust that the information requested in this report will serve as a wonderful bridge for developing a stronger relationship between us. It is not a substitute for spending time together, whether in our context or in yours. However, we hope that it will be an effective tool in building a foundation of understanding for further prayer and relational development.

Please take the time to carefully read and understand the items in this report and the enclosed information about our church. Most of the items will only have to be filled out once, with only significant changes noted annually. You may already have written resources which will answer certain items (e.g. personal testimonies, support schedules, annual reports); you can just attach copies of those resources, directing our attention to them appropriately on this form.

In Christ and for His glory,

for our church leadership team

===== **Notes** =====

1. The primary purposes of this report are that we may:
 - a. better shepherd and pray for you;
 - b. understand you and your ministry and develop stronger "ownership" within our congregation; and,
 - c. enable the process of mutual discipleship between us.
2. The secondary purposes of this report are that we may:
 - a. plan more involvement of our church in your ministry;
 - b. evaluate your support and resource needs; and,
 - c. counsel and encourage you for long-term faithfulness in ministry.
3. Feel free to use copies of other materials and resources to answer the items. You may already have an annual report which answers many items. Your sending agency or other churches may have annual report or questionnaire requirements. Go ahead and use those other materials to reduce the burden of filling out this report.
4. Most of the items will only have to be filled out the first year, with only significant changes noted annually. Attach other pages to this form as necessary. Submissions in electronic format are acceptable and even desirable.

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1. Biographical and Contact information

- a. Please give us the Name, birthdates, and birthplace of each family member. Include nationality and visa/immigration status with respect to the USA, if relevant.
- b. Your wedding anniversary date.
- c. Have you or your spouse had any previous marriage/s? If so, please explain.
- d. Briefly outline you and your spouse's education. You could attach a relevant brief resume, if one is available.
- e. Please give us complete contact information for you: on the field, at "home", and through your sending agency/church. Please include all relevant information for sending you mail, email, packages, phone calls, and faxes. If there are special instructions regarding Customs Duty or hand-carried items, please let us know.

2. Personal Salvation and Ministry Calling

- a. We request that each husband and wife relate to us a brief testimony of their personal salvation.
- b. Likewise, would each of you please give us a brief account of your ministry calling?
- c. Let us know your ministry experience and development prior to being accepted or appointed as a missionary.

3. Home/Sending Church and Sending Agency

- a. Through what agency are you sent to the field?
- b. To whom do you report on the field? Stateside?
- c. Do you have a regular annual (or quarterly?) report or evaluation for your agency or sending church? If so, we request that you supply a copy to us, also.
- d. Please describe the level and structure of administration over your ministry.
- e. Do you have concerns about your leadership and/or team and/or mission administration which should be a matter of prayer or concern to us?
- f. Are there significant areas of incompatibility of which you are aware between your agency or sending church and our church? If so, please explain.

4. Doctrinal Orientation and Compatibility

- a. How would you describe your personal theological orientation within the spectrum of evangelical doctrine and practice?
- b. Do you have a personal "doctrinal statement" or "statement of faith"? If so, please attach a copy to this form. If not, please don't create one just for this request.
- c. Please attach a copy of the "statement of faith" of your sending agency or church and explain in what ways, if any, you may differ or interpret parts of differently than a straightforward reading might imply.
- d. Please read our attached doctrinal statement.
 - 1) Do you (both) understand it? Yes___ No___
 - 2) If "no", what specifics may we clarify for you?
 - 3) Are there points in it with which you do not agree? Yes___ No___
 - 4) Please explain any significant differences.



5. Spiritual Life and Nurture

- a. Please let us know the primary means by which you (both adults) receive spiritual nurture.
- b. How would you rate your daily personal devotional lives?
- c. In what ways might we encourage and enable your personal spiritual growth?

6. Ministry Description and Goals

- a. Please describe the overall, "big picture" vision of your ministry. If you have other literature available which highlights or promotes this vision, please send us a copy.
- b. Please share with us any specific strategies or objectives you are using to accomplish this vision.
- c. Please share the most immediate (2-12-month) goals toward fulfilling this vision.
- d. What priority resources and/or spiritual milestones must be received in order for you to move forward with these goals?
- e. Please attach your most recent annual ministry report, if you have one.

7. Ministry Context (language, culture, environment, living conditions)

- a. What is your primary ministry language?
- b. What is the primary language of your target audience?
- c. How do you or does your sending body evaluate your language proficiency?
- d. Have you met the expectations of your sending body for language proficiency?
- e. What is each of your present levels of fluency?
- f. What priority and plans do you have for further language skill development?
- g. Briefly describe your ministry culture, environment, and living conditions.

8. Marriage and Family Concerns

- a. Please briefly describe the dynamics of your marriage and family.
- b. What would you say are the chief strengths and weaknesses of your marriage and family relationships?
- c. What specific influences (whether positive or negative) have your missionary status, host culture, and/or living environment had on your marriage and family?
- d. Please let us know if there are matters of concern in the areas of your marriage and family relationships with which we may be helpful in counsel, resources, advocacy, or assistance.
- e. If you have children, how are they being educated presently?
- f. What is your plan for their education in the future?
- g. How would you describe your children's adjustment to the field and contribution to your ministry?



9. Financial

- a. Please attach your support schedule or personal support computation sheet.
- b. Describe the basic rationale on which the support figures are based.
- c. How often are these basic figures reviewed and revised?
- d. Please check if the following items are included in your total support needs:
 health insurance retirement work/ministry funds
 housing agency/field administration repatriation
 Forex adjustment children's education furlough
- e. Do you feel that the financial support goals stipulated above sufficiently care for your needs? Yes___ No___
- f. Actual average financial support realized over the past year, compared to the goal:
 - 1) At or above 100% of the goal? Yes___ No___
 - 2) If "No", then what percentage of the goal? _____%
 - 3) What is the dollar figure of the shortfall? \$An_____.
- g. What special projects or other financial needs above and beyond regular support are current or projected for the immediate future for your ministry? Please attach specific information and financial requirements.

10. Other/Miscellaneous

- a. Please share whatever other information you think should be of interest to us to help us meet our goals for mutual ministry and relationship with you.
- b. Please familiarize yourself with our church documents describing our church missions ministry and policies (enclosed). If you have any questions about how these may affect you, please don't hesitate to ask.
- c. Please check any of the following which may describe your present status:
 culture and language study a priority working in a missionary team
 working significantly alongside national leaders
 housing on the field is a large concern Scripture translation
 direct church planting training indigenous church planters
 training indigenous church leaders evangelism and discipleship
 leadership training support ministry
 literature ministry radio/TV/internet ministry
 technical support ministry significant support problems
 significant family health problem/s committed to return to the field
 other major financial concerns furlough housing/vehicle concerns
 retirement concerns

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