

Instructions for Table 1

LOCAL CHURCH REPORT TO THE ANNUAL CONFERENCE

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- 1 Enter here the figure reported on Line 9 of last year's Local Church Report. Do not use this line to correct the previous year's report. If possible, this line should be provided by the annual conference statistician.
- 2.a No Directions Available
- 2.b No Directions Available
- 2.c No Directions Available
- 3 No Directions Available
- 4 No Directions Available
- 5.a No Directions Available
- 5.b No Directions Available
- 5.c No Directions Available
- 6 No Directions Available
- 7 No Directions Available
- 8 No Directions Available
- 9 Enter here the figure reported from calculating $1+(2.a+2.b+2.c+3+4)-(5.a+5.b+5.c+6+7+8)=9$. Affiliate, associate, and baptized members (who have not yet become professing members) should not be counted as professing members.

9.a-9.g On the following lines report for each member the racial/ethnic group with which she or he identifies, or to which she or he is regarded in the community as belonging. Each member should be included in only one group. The total number of membership in 9.a to 9.g must equal the total entered in line 9.

- 9.a Members with origins and/or heritage in any of the indigenous peoples of Asia, Southeast Asia, or the Indian Subcontinent. This area includes but is not limited to Bangladesh, Cambodia, China, India, Indonesia, Japan, Korea, Laos, Malaysia, Myanmar, Pakistan, Philippines, Singapore, Sri Lanka, Taiwan, Thailand, and Vietnam.
- 9.b Members with origins and/or heritage in the Black African racial groups of Africa, the Caribbean, or North, Central, or South America who identify themselves as "African American" or "Black."
- 9.c Members of Central American, Cuban, Mexican, Puerto Rican, South American, or Spanish culture or heritage, regardless of race
- 9.d Members who are Alaskan Native, American Indian, Eskimo, and/or whose heritage is in any of the indigenous peoples of North America, and/or who maintain cultural identification through tribal affiliation or community recognition.
- 9.e Members with origins and/or heritage in the Pacific Islands, including Fiji, Guam, Hawaii, Samoa, and Tonga.

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- 9.f** Members with origins and/or heritage in any of the peoples of Europe, the Middle East, North Africa, or the former USSR.
- 9.g** Members with origins and/or heritage in two or more of the other six categories.
- 9.h-9.i** Report the number of male and female professing members. The total of the numbers entered in these two spaces must equal the total in line 9.
- 9.h** Report the number of female professing members.
- 9.i** Report the number of male professing members.
- 10** Report average combined attendance at all services held on a weekly basis as the primary opportunity for worship. If the church has worship services attended primarily by persons who do not attend on Sunday morning, attendance at those services should be reported. Count all persons (including children) who participate in part of any of these services.
- 11.a** No Directions Available
- 11.b** No Directions Available
- 11** This is an auto-total of lines 11a and 11b.
- 12** Report all persons who are baptized members of the church, but have not yet taken the vows of professing membership. DO NOT INCLUDE persons who have been removed from professing membership (by withdrawal or charge conference action), though they remain baptized members.
- 13** Report the number of all unbaptized children, church school members, and others who are not members of the church but are in relationship with the congregation and for whom the local church has pastoral responsibility. These persons should be recorded in your church's Constituency Roll.
- 14** Report the number of persons of all ages who have participated in confirmation preparation classes during the year. If they were confirmed and joined, these persons should also be reported on line 2.a.
- 15-19** Enter on these lines the total number of persons who have been participating significantly in any and all of the church's Christian formation groups. Count participants only once, even if they participate in more than one group. Christian Formation Groups are primarily Sunday morning groups, but may also include other classes and small groups that enhance participants' knowledge and experience of the Bible, spiritual life, and Christian nurture (§256.1a-d). Include groups sponsored by other agencies (Scouts, etc.) only if wholly integrated with the church's education ministry.
- 15** Generally the term children refers to ages 0-11. Include any children in this age range serving as leaders.
- 16** Generally the term youth refers to ages 12-18. Include any youth in this age range serving as leaders.
- 17** Generally the term young adult refers to ages 19-30. Include any young adults in this age range serving as leaders.
- 18** Generally the term other adult refers to ages 31 and older. Include any adults in this age range serving as leaders.

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- 19** Report here the total participants in all Sunday church groups and other groups which form individuals as Christian disciples by totaling lines 15-18.
- 20** Report here the TOTAL average weekly attendance figures for sessions of all education classes and groups that meet in Sunday Church School groups.
- 21** Report here the number of individual students attending the church's Vacation Bible School, or similar activity, including Vacation Bible Schools conducted in cooperation with other churches.
- 22** Report here the total number of classes for learning held each week in Sunday Church School through all or most of the year.
- 23** Report here the total number of classes held each week at times other than Sunday Church School, including small groups that meet in places other than the church building for learning purposes.
- 24** Report here the total number of classes or groups for learning that meet less than all or most of the year. Include here Disciple Bible Study classes.
- 25.a** Report here the total number of members in the local organization as reported by the president.
- 25.b** Report amounts paid for local church and community projects or programs, or for other projects and programs selected by the group.
- 26.a** Report here the total number of members in the local organization as reported by the president.
- 26.b** Report amounts paid for local church and community projects or programs, or for other projects and programs selected by the group. DO NOT INCLUDE money sent by UMW to the district or conference treasurer for United Methodist Women's work.
- 27.a** Report ONLY those teams affiliated with United Methodist Volunteers in Mission
- 27.b** Report ONLY those persons sent out with teams affiliated with United Methodist Volunteers in Mission
- 28** Report the number of individual persons who participated on behalf of your church in ministries that intend to transform people in your local community, the region, and the world. This number should include any ministry the congregation officially supports, including local food programs, mission teams, disaster response, and/or other mission efforts. Include persons reported in 27.b.
- 29** Enter the total estimated number of persons served by (including members and non-members) different ministries sponsored by your church (i.e. child or adult day care, after school tutoring, summer day camp, preschool/nursery school, moms' day out, youth lock-ins, language schools, etc.) that provide daycare and/or educational services and are accessed by the community.
- 30** Enter the total estimated number of persons served (including members and non-members by different ministries sponsored by your church (i.e. revivals, community events, food banks, homeless shelters, legal services, community nurse, prison ministry) that are offered to the community as a means of outreach, social justice, and/or mercy.

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- 31** Enter the estimated market value of buildings, parsonages, and equipment plus the value of parsonage-related assets used in the ministry of the church and the support of its pastor(s). If a parsonage is in a charge of more than one church, list parsonage-related assets only on the report of the church where parsonage is located. If property is held by a multi-church charge in common (rather than by an individual church) a share of the value should be assigned to each church according to its percentage of total professing membership within the charge unless a specific percentage of commonly-held property has been otherwise designated. A residence not used as a parsonage should be listed on Line 32. Congregations are not obligated to initiate property appraisals in order to provide this estimate.
- 32** Enter the estimated market value of all other real estate and personal property such as cash, stocks, bonds, trusts, securities, investments belonging to the church, including money raised or donated and held for future building programs or any other special purposes, and all property and other investments not included elsewhere.
- 33** Enter the amount of debt currently held by the church that is secured by church property and assets, such as mortgages.
- 34** Enter the total of all debt currently held by the church that is not secured by church property assets, such as credit cards, lines of credits, and lease-to-purchase agreements. The sum of lines 33 and 34 should equal the total debt currently held by the church.
- 35-60** PLEASE NOTE: The amounts reported as expenditures on the following lines (35.b + 36.b-59) should equal the total amount of money spent by the local church for the past year (Line 60).
- 35.a** This amount should include the total for all district, annual conference, jurisdictional, and general church funds apportioned to the local church to be remitted to the annual conference treasurer. This number shall be provided by the annual conference treasurer.
- 35.b** This amount should include the total given by the local church to the annual conference treasurer for all district, annual conference, jurisdictional, and general church apportioned funds. This number shall be provided by the annual conference treasurer.
- 36.a** This amount should include the total of all funds apportioned directly by the district. DO NOT INCLUDE any amounts apportioned to the local church to be remitted to the annual conference treasurer.
- 36.b** This amount should include the total given to all causes apportioned by, and paid directly to, the district. DO NOT INCLUDE any amounts given to the annual conference treasurer for conference apportioned causes.
- 37** Report the amount paid for all General Advance Special Gifts by the local church. This number shall be provided by the annual conference treasurer.
- 38** Report the amount paid for all World Service Special Gifts by the local church. This number shall be provided by the annual conference treasurer.
- 39** Report the amount of gifts to approved Annual Conference Advance specials. This number shall be provided by the annual conference treasurer.
- 40** Report the amount paid for Youth Service Fund by the local church. This number shall be provided by the annual conference treasurer.
- 41** Report any other non-apportioned funds sent to the annual conference treasurer for connectional mission and ministry not otherwise reported on lines 35.b and 46.b-40 including non-apportioned giving to higher education and health and welfare ministries. This number shall be provided by the annual conference treasurer.

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- 42** Report the total paid for annual conference special day offerings. This number shall be provided by the annual conference treasurer.
- 43** Report here monies paid directly by the local church to United Methodist-related institutions and causes. DO NOT INCLUDE any amounts sent to the Treasurer in your annual conference. Those monies should be reported on lines 37-42.
- 44** Report here monies paid directly by the local church to local benevolence or community organizations or to non-United Methodist organizations outside the local church.
- 45** On the following lines report the total paid for these six special day offerings. These amounts shall be provided by the annual conference treasurer.
- 45.a** No Directions Available
- 45.b** No Directions Available
- 45.c** No Directions Available
- 45.d** No Directions Available
- 45.e** No Directions Available
- 45.f** No Directions Available
- 46** This amount should include the total paid by the local church for ministerial benefits, excluding health. DO NOT INCLUDE any monies paid for the benefits of church staff not serving as a pastor, including those appointed by the bishop to specialized ministries. DO NOT INCLUDE any amounts deducted from clergy salaries and paid on their behalf.
- 47** This amount should include the total amount paid by the local church for ministerial health benefits. DO NOT INCLUDE any monies paid for the health benefits of church staff not serving as a pastor, including those appointed by the bishop to specialized ministries. DO NOT INCLUDE any amounts deducted from clergy salaries and paid on their behalf.
- 48** Enter here the total amount of compensation paid by local church to the primary (senior) pastor of the church, as well as any tax-deferred amounts (agreement pursuant to IRS Section 403b), and/or any contributions made pursuant to a salary reduction agreement to a "cafeteria plan" (IRS Code Section 125 plan). This is the "Compensation" amount shown in the Ministerial Support Form in many churches.
- 49** Enter here the total amount of compensation paid by local church to the associate pastor(s) of the church, as well as any tax-deferred (agreement pursuant to IRS Section 403b), and/or any contributions made pursuant to a salary reduction agreement to a "cafeteria plan" (IRS Code Section 125 plan). This is the "Compensation" amount shown in the Ministerial Support Form in many churches.
- 50.a** Enter the total amount paid to all pastors and associates as a housing allowance in lieu of a parsonage. This amount is reported on the ministerial support form .
- 50.b** Enter here the total amount paid for all pastors for parsonage expenses including those for light, heat, furniture, garage rental, service costs (yard work, cleaning, etc.), and any normal expenditures incurred to maintain the parsonage. DO NOT ENTER payments on parsonage-related debts, purchase of land, building, remodeling, and major equipment expenditures here. Report those expenses on lines 58 and 59. Do not include the utility/parsonage exclusion elected by the pastor(s) on line D of ministerial support form.

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- 50** This is a total automatically calculated. No entry required.
- 51** Enter here the total amount paid to all pastors for accountable reimbursements. This includes any reimbursements of expenses incurred by the pastor(s) based upon a written policy and/or agreement of the church and pastor(s) in which expenses are substantiated through receipts or other documentation and must be presented prior to payment by the church. These include expenses for travel, continuing education, books, publications and other expenses related to supporting the ministry and development of the pastor. DO NOT ENTER reimbursements of expenditures made by the pastor for local church programs and operating expenses here. They should be reported on lines 56 and 57 below.
- 52** Enter here the total amount paid to all pastors for other cash allowances based upon an agreement of the church and pastor(s). These include allowances for health or other insurance premiums other than those billed or apportioned by the annual conference (reported on lines 35b, 46, and 47), travel, continuing education, books, publications, membership dues, and other allowances related to supporting the ministry and development of the pastor. DO NOT ENTER allowances for expenditures made by the pastor for local church programs and operations here. They should be reported on lines 56 and 57 below.
- 53** Report the amounts paid by the local church as compensation and expenses for ordained deacons it employs in specialized ministries. The report total should include base salary, benefits, reimbursements for expenses such as travel, and allowances such as those for utilities and housing. DO NOT INCLUDE non-cash benefits or amounts reported on lines 46-52.
- 54** Report the amounts paid by the local church as compensation and expenses for consecrated diaconal ministers it employs. The report total should include base salary, benefits, reimbursements for expenses such as travel, and allowances such as those for utilities and housing. DO NOT INCLUDE non-cash benefits or any amounts reported on lines 46-52.
- 55** Report the amounts paid by the local church as salaries, housing, benefits, expense reimbursements, and allowances for any lay employees who are not diaconal ministers. DO NOT INCLUDE amounts reported on lines 46-52.
- 56** Report the total of all amounts spent on local church program under the direction of the local Church Council, Council on Ministries, or equivalent body for the purposes of education, witness, outreach, mercy, communication, and other ministries. DO NOT INCLUDE amounts given to support local or national non-United Methodist groups and agencies in their programs. Those amounts should be reported on line 44.
- 57** Enter the total of current operating expenses, such as office expense, expenses for property maintenance and insurance, utilities for the church, etc. DO NOT INCLUDE any expenditures already reported on lines 35b or 36b-56.
- 58** Report here all payments on all loans, mortgages, etc. DO NOT INCLUDE principal and interest on money borrowed and repaid within the current fiscal year. This should be reported on lines corresponding to the purpose for which the money was borrowed.
- 59** Enter here only amounts paid from contributions, not from loans. Enter any outstanding indebtedness on Lines 33 or 34. Amounts contributed but not paid out (retained for use in future years) should be included on Line 32. Report the cost of new property and buildings, major purchases of new equipment or furnishings (organs or other musical instruments, heating and cooling equipment, kitchen equipment, audio-visual equipment, furnishings) and major renovation. Also include short-term rent.
- 60** No Directions Available
- 60.a** The net funds used for the apportionment calculation is the total of lines 48 - 57.

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61 Report here the number of households recorded by name as contributors for the year in support of the annual budget/spending plan and benevolence giving. In cases where individual persons in a household are recorded as giving separately, count each person separately.

62.a-62. In this section, report income for funds used exclusively in support of the annual budget/spending plan. DO NOT INCLUDE funds used for capital improvements or acquisitions (report these on lines 63.a-d) unless they are provided for within the annual budget/spending plan of the local church. DO NOT INCLUDE funds received from connectional or institutional sources and grants outside of the local church (report these on lines 64.a-c). DO NOT INCLUDE income designated for specific benevolent/charitable causes (report these on line 63.d)

62.a Enter here receipts of funds received toward the payment of pledges, estimates of giving, or other commitments establishing a level of giving toward annual budget/spending plan of the church (for example, a member's payments toward an annual pledge). If your church does not conduct financial stewardship campaigns using pledges, please skip this line.

62.b Enter here this year's receipts from identifiable individuals who have not pledged or provided an estimate of giving in support of the annual budget/spending plan (for example, personal check from a member who did not submit a pledge card in response to the church's stewardship campaign).

62.c Enter here receipts from unidentifiable individuals used in support of the annual budget/spending plan (for example, loose currency or coins placed in the offering plate).

62.e Enter here funds allocated toward the annual budget/spending plan from the sale of church-owned assets (for example, the sale of discarded church furniture).

62.f Enter here funds allocated toward the annual budget/spending plan from building use fees and related contributions and rentals (for example, fees collected from weddings for building use).

62.d Enter here funds allocated toward the annual budget/spending plan earned through interest on deposits or dividends from stocks (for example, interest on reserve funds invested in money market accounts used to support the annual church budget).

62.g Enter here funds received in support of the annual budget/spending plan from special fundraisers and any other sources (for example, net receipts from a pancake breakfast used to support the annual budget).

62 Enter here the total sum of 62.a through 62.g

63.a Enter here receipts from capital campaigns and this year's interest from previous campaign balances (for example, receipts from a building renovation capital campaign).

63.a-63. In the lines below report income for those funds that are designated exclusively for capital campaigns and other special projects. DO NOT INCLUDE funds reported on lines 62.a to 62.g above.

63.b Enter here receipts from memorials, endowments, and bequests. Include this year's interest or dividends from investments or deposits. Include rents received from physical properties. Include funds from liquidation of assets, but do not include income from interest of dividends re-invested in existing memorials, endowments, and bequests (for example, interest from endowment funds retained in endowment accounts).

63.c Enter here receipts from other sources in support of capital campaigns and special projects (for example, sale of church-owned land held as deposits for future use).

63.d Enter here receipts for benevolent causes including Special Sunday offerings, General Advance and World Service special gifts, Conference Advance Specials and other forms of designated donations given by individuals and forwarded by the local church.

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63 Enter here the total sum of 63.a through 63.d.

64.a-64. These funds can be used towards operating and benevolence budgets not reported on lines 62.a to 62.g above.

64.a Enter here equitable compensation funds received by church or pastor.

64.b Enter here advance special funds or apportioned funds received by church (for example, pastor salary support from annual conference funds beyond equitable compensation funds).

64.c Enter here funds received from other sources (for example, grants received from a foundation in support of the church food bank).

64 Enter here the total sum of 64.a through 64.c.

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65 No Directions Available

66 No Directions Available

67 No Directions Available

68 No Directions Available

69 No Directions Available

70 No Directions Available