

MISSION RECEIPT INSTRUCTIONS

A. Please make all checks payable to
"AMERICAN BAPTIST CHURCHES".

B. In filling in the report, use typewriter or ball
point pen so that it is legible on all copies. Retain
the pink copy for your records, and submit the
remaining two with your remittance.

C. To be certain your church receives credit for
the gift, fill in the six spaces at the top of page
on the left if they have not been preprinted.

D. In the box below "Send receipt to" fill in the
name, address and zip code to whom the receipt
is to be sent.

E. AMERICAN BAPTIST MISSION
SUPPORT column at right.

- a. Using the giving category definitions,
determine the classification of each
gift, and enter totals for each class on
the appropriate lines.
- b. The sum of lines 1 thru 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.

F. DETAIL DESCRIPTIONS ARE
REQUIRED FOR AMOUNTS ON LINES 3,
5 and 7 thru 11 to help ensure funds are
distributed to the intended recipient.

- a. Do not write in column marked
"Leave Blank".
- b. LINE column. Fill in the line
number(s) covering a particular gift,
(e.g. Use "3" for United Mission
Designations, "8" for Institutional
Support, etc.).
- c. ORGANIZATION column.
Enter the initials of the
organization to receive the gift,
(e.g. "IM" for International
Ministries; "NM" for National
Ministries; "EM" for Educational
Ministries; "OR" for the A.B.C. of
Oregon; etc.) Leave this column
blank if the gift is on line 8 for
Institutional Support.
- d. FOR WHAT WORK OR
MISSIONARY column. Fill in
the project, missionary, or
institution for whom the gift is to
be used.
- e. AMOUNT column. Fill in the exact
dollar amount of each gift.

G. Retain the lower portion of the receipt and
compare it with the last receipt(s) which you sent
in. In case of discrepancy, notify your region or
the Office of the Treasurer. Retain this portion
of the receipt for your records.

American Baptist Mission Support (ABMS)



DEFINITIONS

&

MISSION RECEIPT INSTRUCTIONS

For questions contact:

General Ministries Office of the Treasurer
Valley Forge, PA 19482-0851
800-ABC-3USA x2145

GIVING CATEGORY 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 the Monthly Report of Mission Support form. They are distributed on a percentage basis according to the covenant agreement between Region organizations, Educational Ministries, International Ministries, National Ministries, Ministers & 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 are vital and basic to the work of all of our American Baptist family.

2. UNITED MISSION ABWM LOVE GIFT. American Baptist Women make over-and-above contributions to Love Gift. A percentage of these contributions is used to support the work of the American Baptist Women, and 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 contact the appropriate region or national office before designating your gift. If designated contributions exceed the budgeted amount, the church or donor is notified and given an opportunity to redirect the funds.

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 Mission Support form.

4. AMERICA FOR CHRIST. The America for Christ (AFC) offering is divided into equal thirds for the work of Educational Ministries, National Ministries, and the Regions.

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” check 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 disaster 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.

10. CAMPAIGNS FOR ABC WORK. These gifts are for campaigns conducted by recognized American Baptist institutions, by American Baptist 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 treated as “pass-thrus” and are not tax deductible.