

# Advocate activity report

Activity reports are due on: Jan. 10, Apr. 10, July 10 and Oct. 10.

## Sharing fund amounts

The level of Everence Sharing Fund matching grants available is based on the previous year's stewardship activities of congregations and advocates, and the percentage of members of a congregation who are Everence members.\*

### Advocate activity

- Level 1: up to \$250
- Level 2 (2-star): up to \$500
- Level 3 (3-star): up to \$1,000

### Everence membership

If your church has:

- 10-19 percent Everence membership – An additional \$500.
- 20-29 percent Everence membership – An additional \$1,000.
- 30+ percent Everence membership – An additional \$2,000.

\*Members are owners of Everence products.

We appreciate the work you do for Everence in advancing stewardship ministry in your congregation! To track this work, Everence asks you to record your Everence-related activities. We encourage you to report your activities online. Visit the "Your reports" section at [everence.com/advocate](http://everence.com/advocate) to learn how to report online. You can also use this form to report activities.

For more information on reporting, review the document titled, *How to complete your advocate report*. Your report helps Everence retain fraternal status with the U.S. Department of the Treasury, which allows us to fund stewardship programs for congregations and Everence chapters.

The targets noted below indicate the annual activity required to achieve 2- or 3-star advocate levels.

## For which quarter are you filling out this report?

- First (Jan.-Mar.)    Second (Apr.-June)    Third (July-Sept.)    Fourth (Oct.-Dec.)

### A. Used stewardship education resources (target: 3-star, two resources; 2-star, one resource).

- 1. *Materials*: Books, videos, curriculum or other educational materials were used for group or individual study, or purchased for the church library.  
How many this quarter? 1 2 3 4 \_\_\_\_\_
- 2. *Events*: Individuals heard or participated in a sermon, Sunday school class, seminar, Stewardship University or other educational presentation/event in the church or community.  
How many this quarter? 1 2 3 4 \_\_\_\_\_

### B. Participated in advocate training activities (target: 3-star, two activities; 2-star, one activity).

- 1. *Advocate training*: Met with an Everence representative for training, orientation or review of Everence information or the advocate role.  
How many this quarter? 1 2 3 4 \_\_\_\_\_



Congregation \_\_\_\_\_ ID# \_\_\_\_\_

Advocate \_\_\_\_\_ ID# \_\_\_\_\_

2. *Everence product and service awareness:* Met with an Everence representative for an update on services or products.  
How many this quarter? 1 2 3 4 \_\_\_\_\_

3. *Leadership participation:* Pastors or other congregational leaders attended an Everence event.  
How many this quarter? 1 2 3 4 \_\_\_\_\_

**Comments or suggestions:**

**C. Connected people to Everence services** (target: 3-star, three connections; 2-star, one connection).

1. *Congregational connection:* Sent church newsletter and/or bulletin to Everence regional office or your stewardship consultant (worth one connection each year).

2. *Individual connection:* Referred someone to an Everence office for a service or product.  
How many this quarter? 1 2 3 4 \_\_\_\_\_

3. *Other connection:* Referred someone to alternative Everence-related service.  
How many this quarter? 1 2 3 4 \_\_\_\_\_

**D. Shared about Everence** (target: 3-star, eight sharing activities; 2-star, four sharing activities).

1. Distributed bulletin announcements, newsletters or other materials.

2. Gave verbal church announcement.

3. Distributed *Toolkit*.

4. Distributed *Welcome!* packet.

5. Displayed Everence poster or materials.

6. Prepared written report to church.

7. Shared about stewardship resources.

8. Updated church leaders on Everence.

9. Other. \_\_\_\_\_

**E. Returned this advocate quarterly report and recorded volunteer information below** (target: 3-star, four reports; 2-star, two reports).

Estimate number of volunteers and their time for Everence-related activities:

Number of volunteers (advocate and others) \_\_\_\_\_

Hours volunteered \_\_\_\_\_

Number of Everence-related activities/events \_\_\_\_\_

**Return completed form in envelope provided or send it to:**

Everence  
P.O. Box 483  
Goshen, IN 46527-0483  
or fax to (574) 537-6632  
or email to [advocatereport@everence.com](mailto:advocatereport@everence.com)

*Thanks for your stewardship ministry  
as an advocate in your congregation.*