

## TIMELINE CHECKLIST FOR

# GUIDED PLEDGE

**GUIDED PLEDGE - THE MECHANISM WE USE TO PROVIDE PARISHES WITH A GUIDELINE FOR THEIR PARISH SHARE CONTRIBUTIONS**

## JANUARY

Finalise year-end accounts before sending to Independent Examiner

Submit Usual Sunday Attendance figures **by 31 January**

## FEBRUARY

Send accounts to Independent Examiner - this has to happen some time before the APCM

## MARCH

Prepare accounts and reports for the APCM

## APRIL

Hold APCM **before the 31 May**

## MAY

Complete Return of Parish finance online and send a copy of parish accounts to the Diocese **OR**

Complete Return of Parish Finance form and send this and a copy of parish accounts to the Diocese

## JUNE

Plan PCC meeting for September to discuss Parish Share

Electoral Roll figures to be **submitted to the Secretary of Diocesan Synod by 1 July**

## JULY

Sit back and relax... enjoy your holiday... you've been working hard! :)

## AUGUST

Sit tight. We're finalising data for Guided Pledge figures to go out

## SEPTEMBER

Your Area Dean should now have all Guided Pledge figures so you should be receiving yours soon . Time to meet as a PCC to discuss Parish Share

## OCTOBER

Submit the agreed Parish Share pledge to your Deanery Leadership Team

## NOVEMBER

Parish Share pledges should now all be in, the Diocesan budget for next year is being finalised and Synod meet this month to agree and sign off that budget

## DECEMBER

It's Christmas! Let's thank God for everything he has done and look forward to a great year ahead...