

Presbyterian Church of Ghana Performance Target Agreement for Agents In Charge

Year:	
Presbytery	
District:	
Congregation:	
Agent-in-Charge:	

Item	Key Performance Indicator	Maximum Score	Unit of Measure	2020 Target
1.00	Growing the Church	30		
1.01	Increased membership of the Church - Target at least 10% per annum	20	No of Members	
1.02	Souls won for Christ - Target 20% equivalent of previous year's membership	4	No of Souls Won	
1.03	Increased attendance to Church Services (Children, JY and Adult) - Target 12%per annum	2	Average Attendance	
1.04	Increased attendance to Generational Group meetings (YPG, YAF, WF & MF)- Target 12% per annum	2	Average Attendance	
1.05	Increased participation in soul winning by members - Target 12% per annum	2	No Participating	
	Sub-Total Score	30		
	Livelihood and Welfare of Members	20		
2.01	Organized activities to promote healthy living and care for the environment - Target 4 per year	5	No of Activities	
2.02	Increased number of students qualifying for SHS selection in public basic schools (especially Presbyterian schools) supported by Congregation -Target 10% per year	5	No of students Qualified	
2.03	Increased visitation to members in SHS and tertiary institutions -Target 10% per annum	5	No of Visitations	
2.04	Increased counseling services for persons with needs - Target of 10% increase per annum	5	No of Persons Counseled	
	Sub-Total Score	20		

Item	Key Performance Indicator	Maximum Score	Unit of Measure	2020 Target
3.00	Organizational Management	15		
3.01	Congregational 2021 TYRP and AQT submitted to District Minister by 30th September	3	Date	30-Sep
3.02	Congregational 1st Quarter Report submitted to District Minister by 14th April	1	Date	14-Apr
3.03	Congregational 2nd Quarter Report submitted to District Minister by 14th July	1	Date	14-Jul
3.04	Congregational 3rd Quarter Report submitted to District Minister by 14th October	1	Date	14-Oct
3.05	Agents and Committee Chairpersons are appraised and performance targets set by 31st March	1	Date	31-Mar
3.06	Congregational Annual Report submitted to District Minister by 30th October	2	Date	30-Oct
3.07	An Inventory of all lands submitted to District Minister by 31st March	2	Date	31-Mar
3.08	All landed properties belonging to the Congregation and their contents insured	2	No Insured	
3.09	Leadership training organized for Presbyters, Committee Members and Group Executives - Target all leaders receive 2 days of training	2	Person Days of Training	
	Sub-Total Score	15		

Item	Key Performance Indicator	Maximum Score	Unit of Measure	2020 Target
4.00	Financial Management	25		
4.01	Weekly remittance to District paid by Tuesday every week	8	No of weeks on time	52
4.02	Spent at least 15% of annual expenditure on missions, livelihood support, welfare, schools and scholarship	5	Target Amount	
4.03	Annual audited accounts submitted to the District Minister by 31st March	4	Date	31-Mar
4.04	Children's Week remittance paid to District within 14 days of celebration	0.5	Date	8-Mar
4.05	Youth and Student's Week remittance paid to District within 14 days of celebration	0.5	Date	29-Mar
4.06	YAF Week remittance paid to District within 14 days of celebration	0.5	Date	10-May
4.07	Women's Week remittance paid to District within 14 days of celebration	0.5	Date	24-May
4.08	Men's Week remittance paid to District within 14 days of celebration	0.5	Date	5-Jul
4.09	JY Week remittance paid to District within 14 days of celebration	0.5	Date	2-Aug
4.10	Bible Week remittance paid to District within 14 days of celebration	0.5	Date	23-Feb
4.11	Pay Evangelism remittance to District within 14 days of celebration	0.5	Date	14-Jun
4.12	Health Week remittance paid to District within 14 days of celebration	0.5	Date	23-Aug
4.13	NOM Week remittance paid to District within 14 days of celebration	0.5	Date	27-Sep
4.14	Blue Cross Week remittance paid to District within 14 days of celebration	0.5	Date	11-Oct
4.15	Pension Fund remittance paid to District within 14 days of celebration	0.5	Date	18-Oct
4.16	Education Week remittance paid to District within 14 days of celebration	0.5	Date	25-Oct
4.17	Music Week remittance paid to District within 14 days of celebration	0.5	Date	8-Nov
4.18	Christmas Day Children 's Service offertory paid to District within 14 days of celebration	0.5	Date	8-Jan
4.19	Easter Sunday Children 's Service offertory paid to District within 14 days of celebration	0.5	Date	26-Apr
	Sub-Total Score	25		

Item	Key Performance Indicator	Maximum Score	Unit of Measure	2020 Target
5.00	Other Targets (Determined by District)	10		
5.01				
5.02				
5.03				
5.04				
	Sub-Total Score	0		
	Overall Score	90		

**Signature & Date
(Agent-in-Charge)**

**Signature & Date
(District Minister)**

**Presbyterian Church of Ghana
Performance Target Data Sheet
Congregational Data Sheet**

Year:

Presbytery:

District:

Congregation:

Agent-in-Charge:

Item	Key Performance Indicator	Unit of Measure	2019 Actual	2020 % Growth Target	2020 Target
1.00	Growing the Church				
1.01	Number of Church members	No.			0
1.02	Number of souls won	No.			0
1.03	Average attendance to Church Services (Children, JY and Adult)	No.			0
1.04	Average attendance to Generational Group meetings (YPG, YAF, WF & MF)	No.			0
1.05	Number of members participating in soul winning	No.			0
2.00	Livelihood and Welfare of Members				
2.01	Number of activities to promote healthy living and care for the environment	No.			
2.02	Number of students that qualified for SHS selection in public basic schools supported by Congregation	No.			0
2.03A	Number of members in SHS and tertiary institutions	No.			
2.03B	Number of visitation to members in SHS and tertiary institutions	No.			
2.04	Number of persons with needs counseled	No.			0

Item	Key Performance Indicator	Unit of Measure	2019 Actual	2020 % Growth Target	2020 Target
3.00	Organizational Management				
3.07A	Number of lands owned by the Church	No.		X	
3.07B	Number of land owned by the Church covered by a title deed	No.		X	
3.08A	Number of landed properties used by the Congregation	No.		X	
3.08B	Number of landed properties used by the Congregation insured	No.		X	
3.09A	Number of Presbyters, Committee Members and Group Executives	No.		X	
3.09B	Person days of training offered to Presbyters, Committee Members and Group Executives	Person Days		X	
	Financial Management				
4.02A	Annual expenditure	GHs			0.00
4.02B	Annual expenditure on missions & evangelism, welfare, education and scholarship	GHs			0.00
	Other Targets (Determined by District)				
5.01					
5.02					
5.03					
5.04					

Signature & Date
(Agent-in-Charge)

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