Contributions Comparison Reports

► Reports ► Contribution Reports

Listings and Exports	Labels	Notices	Daily Reports	Comparative	Statements/ Receipts	Recurring Contributions
Giving Unit Listing	Giving Unit Labels/Envelopes	Giving Unit Letters	Daily Report of Contributions	Composite by Giving Unit	Contribution Statements	Recurring Contributions Listing
Giving Unit Directory	Contribution Labels/Envelopes	Giving Unit Cards	Check Deposit Report	Composite by Date	Contribution Statements by Email	Recurring Contributions Setup Custom Listing
Available Giving Unit Codes	Pledge Labels/ Envelopes	Giving Unit Emails	Daily Contribution Breakdown	Actual vs Pledge	Contribution Statements Line	Recurring Contributions Forecast
Giving Unit Custom Listing & Export		Contribution Letters		Actual vs Pledge by Month	Contribution Statements Line Email	
Detail Contributions		Contribution Cards		Pledge Comparison	Receipts	
Contributions Totals By Date		Contribution Emails		Totals by Month	Canadian Donation Receipts [†]	
Lagging Giving Units		Pledge Letters		Contribution Range	Contribution Statement Report	
Contribution Memos		Pledge Cards		History Comparison		
Contribution Custom Listing & Export		Pledge Emails				
Canadian Donation Receipt Listing [†]						
Pending Contributions						
Pending Contributions Custom Listing & Export						
Giving Funds						
Giving Fund Sets						
Batches						
Pledge Listing						
Pledge Custom Listing & Export						
Pledge Summary Custom Listing & Export						
Contribution Worksheet						
Address Giving Unit Check						

*Requires MICRImage Check Scanner

[†]Available in the Canadian custom version only.

NOTE: If you change the terms on the System Preferences window, report and window names will change. For example, if you choose to use "Donation" instead of "Contribution", you will have a Daily Report of Donations instead of Daily Report of Contributions.

Determining the Content of Contribution Reports

CDM+ report setup windows have two main sections: the top section that determines content and the bottom tabbed section that determines format. The top section is the same for most Contribution reports.



Date/Range Selection

Select the contributions to include on the report by choosing either the **Deposit Date** or **Contribution Date**. Then enter the date range to include in the report.

The basic configuration of contribution reports is to include only those giving units that have contributed within the date selected.

If you wish to include all giving units, whether they have given or not, check the **Use Ranges** box and click the **Configure** button.

Click the **Range** radio button on the Configure Ranges window. Enter 0.00 to 99999999999 or something that exceeds your top giver's total. This will result in the report including giving units whether they have contributed or not.

Configure Ranges – When you check **Use Ranges** and enter the low and high end of the range, you have 3 options to select from:

1. Calculate range on any single breakdown item – this bases the range selection on any single entry line (Giving Fund).

- 2. Calculate range on total contribution bases the range selection on total of any single contribution, regardless of fund split.
- 3. Calculate range on report date selection bases the range selection on total of giving within date selection.

For example, Robert Jones gives \$400 total and you enter one entry splitting the gift as \$200 to General and \$200 to Building. Robert Jones also has previously given \$50 on 1/1 and \$100 on 3/31.

If you configure your range selection to include \$250 - \$999,999.99, option 1 would not include this gift nor any other gift; he would not be included on the report. Option 2 would include this gift, but would not include the other two gifts. Option 3 would include this gift and the other two gifts since the grand total (\$550) was within the range.

Giving Funds

Be careful in your selection in this area.

The **All** radio button at the top of the Giving Funds sections applies to every giving fund defined in CDM+ Contributions, including those that are flagged as inactive on the Giving Funds window. In short and in this case – all means all!

If you do not want to include all inactive funds in your report, you must have the **Selected** radio button active.

The list of Giving Funds below the **All** and **Selected** radio buttons is, by default, all the Giving Funds that you have NOT marked as inactive.

So, if your goal is to include all Giving Funds EXCEPT those flagged as inactive, here are the steps you need to take:

1. Click on the **Selected** radio button.

 Giving Units 	Giving Units							
O Non-Giving Units								
Range: 0	.00 to 99999999.00							
Calculate range on	Calculate range on any breakdown item							
 Calculate range on 	total contribution							
Calculate range on	Calculate range on report date selection							
Help	Cancel OK							

- 2. Make sure there is NO check mark in the box next to **Show inactive** below the list.
- 3. Click on the small **All** button below the list of Giving Funds. This will put a check mark next to all listed Giving Funds.

If you want your report to include only some of your active Giving Funds, take these steps:

- 1. Click on the **Selected** radio button.
- 2. Make sure there is NO check mark in the box next to **Show inactive** below the list.
- 3. Click the small **None** button at the bottom of the list to clear any existing check marks.
- 4. Scroll down the list of Giving Funds, checking only the ones you want to appear on the report.

To include some inactive Giving Funds in your report, take these steps:

- 1. Click on the **Selected** radio button.
- 2. Put a check mark in the box next to **Show inactive** below the list.
- 3. Click the small **None** button at the bottom of the list to clear any existing check marks.
- 4. Scroll down the list of Giving Funds, checking only the ones you want to appear on the report.

NOTE: Inactive Giving Funds will be marked in the list with an asterisk (*).



Event

If you enter contributions by Events, click the **Selected** button in this section and ensure that you check the appropriate Event Code(s). If you don't use Events, leave the selection set to **All**.

Payment Types

For Statements and Receipts, you would generally leave **All** selected under Payment Type so all payment types will be included. For some other Contribution Reports, you may wish to see a report of just contributions paid by ACH, credit cards, or checks.

Listing Reports

There are a number of different listing reports, including Custom Listing reports for giving units, contributions, and pledges. As with other listing reports, generally provides only identification information.

Available Giving Unit Codes –	Use to quickly identify unused numeric giving unit codes. Ideal for use when entering new giving units.
Detail Contributions-	Lists giving information by Giving Fund or Giving Unit; in Detail or Composite by selected date range.
Contributions Totals by Date -	Select date range and funds to report. Lists totals by date or by fund.
Lagging Giving Units -	Identifies giving units who have not contributed over a period of time. User inputs time criteria and fund selections.
Pledge Summary Custom Listing -	As with other "custom listing" reports, provides an extended level of analysis of pledges and contributions.

Comparative Reports

Add specific contribution information to the general identification information that is printed.

Composite by Giving Unit -	Provides total giving by giving unit. User selects funds to detail. User can also configure ranges.
Composite by Date -	Similar to above, but provides total giving by date (either offering or deposit). User selects funds to detail. User can also configure ranges. Great for analysis of seasonal giving trends.
Actual vs Pledge -	Provides detailed look at specific pledge fund. Shows total pledge, giving to date, pledge to date, and status (over/under). User may elect to include pledgers only, non-pledgers only, or both. NOTE: report option to "Page by Frequency" applies to "Those with pledge" only.
Totals by month -	Provides totals, either \$ given or count of gifts, by month. User can select starting month—great for fiscal years other than calendar. User can select funds to report on. This report also computes a monthly average.
Contribution Range -	Ideal for those "how many give between \$1 and \$52, \$53 and \$104", and so on—but note, this report is based on total giving. User selects date range to base report on, selects fund(s) to include, and sets up the giving ranges.
History Comparison -	Based upon Contribution History files. Select which History years to compare. Can print totals only or detail by giving unit. User also selects funds to include.

Custom Listing and Exports

Create export files to be used in other programs. User select data elements to be included in the export file. Multiple export formats can be saved.

Giving Unit Export - Can be used to provide envelope service with file. Contribution and pledge elements are not available.

• •	Giving Unit Custom Listing and Export								
		📄 📋 ы 🚺	d-						G
Print	Page PDF Te	xt File Clipboard Export Numbers Excel	Screen						Refresh
	Expand	Set: Envelope Service	Giving Unit Custom Report	Ð	Preview	N		Data	
~	Search	Address Line 1 Address Line 2 *City, State, Zip and Country	Columns Details			Giving Unit Cus First Chu	tom Report		
۲	Columns		Force columns to fit on 1 page			123 Main 5 Big City, KY 606/555-	treet 40123 1234		
8	Evport		Use Custom Widths		Full Giving Unit Name	Address Line 1	Address Line 2	City, State, Zip and Country	
CSV	Export		Horizontal divider		Joshua Odle	1280 Longacre Blvd		Big City, KY 40123	
	Format		Show striping		John & Karen Zylinski	655 Harold Ln		Stamping Ground, KY 40123	
N			Show line number		Stewart & Nancy Maslowski	2847 Santa Anita Dr		Big City, KY 40123	
	Page Setup		Address under column 1		Other Gving			Big City, KY 40123	
	Logo				Paul Hatmaker	1735 Searles Rd.		Big City, KY 40123	
					Mr. and Mrs. Jose Perez	12 Sherwood Circle		Big City, KY 40123	
19.61	Text				James Jones	123 Main ST	Apt 2	Big City, KY 40123	
	SETUP				Loose Offering			US	
	Load/Savo				Mr & Mrs Roger Smith	123 Main St		Big City, KY 40123	
-	Luau/Jave				Mary & James Johnson	367 Big Tree Ln		Big City, KY 40123	
100	Defaults				Mr. and Mrs. William Bryant	1312 E Allen St		Lancaster, OH 43130-2739	
					Mr. Jim Niller and Mrs. Joy Ross	1144 Main Street		Big City, KY 40123	
					Mr. and Mrs. Derek Balling	3030 Mount Tabor Road		Big City, KY 40123	
		(* click 🥹 to customize field)							-
$\langle \langle \rangle$	Collapse	Configure Sorts and Totals		2	=			Q Zoom to de	fault Q

Contribution Export - User selects date period, funds to include. Data elements include detail giving and/or total giving. Use "configure ranges" to limit to non-givers, givers only, or to a range. **NOTE:** pledge elements are not available.

Pledge Export - User selects pledge FUND to report on and date period. Data may be selected from Pledge fields, Giving Unit fields, and Address fields. Pledge detail fields, such as "Remaining Balance" and "Last Payment Amount," are included to enhance pledge analyses.

Label Reports

▶ Reports ▶ Contribution Reports ▶ Labels/Envelopes

Very similar to all other labels output in CDM+. Contributions labels allow the user to configure ranges to select givers, non-givers, or by range of giving. Pledge labels allow the user to select which pledge fund to include and whether to include non-pledgers and projected pledges. Pledge labels also allow the user to select one or multiple pledge funds.

Notices

▶ Reports ▶ Contribution Reports ▶ Notices

Multiple notice formats are available (letter, card, or email). Notice text may be formatted, graphics included, as well as including variable information (database fields) within the body of the layout for personalized communication. Multiple pledge fields are available for user selection to give the donor the details of their pledge(s).



To create a new Notice, click the small Add button next to the drop list of saved notices. Type a name for the notice and click Save; the Notices editor window will then open. The Notices feature supports advanced document creation and editing. Please refer to the Notices section of this Users Conference manual or attend that class for more information.

Receipts

▶ Reports ▶ Contribution Reports ▶ Statements/Receipts ▶ Receipts

Receipts are specialized versions of the contribution statement. In simplistic terms, they are a cross between giving notices and statements.

- Typically based upon event code. For instance, create an event code for China Earthquake Relief, enter contributions in batch contribution entry or contribution maintenance specifying this event code in the batch setup. Select this event code from the receipts setup window.
- Receipts are printed for EACH GIFT. If Mike Disney contributes three times to China Earthquake Relief, he will receive three receipts.
- The Report tab provides options to print receipts with or without a return stub. Use the stub to invite future gifts. You may also assign receipt numbers on the Report tab.
- Receipts offer the same capabilities of the other Notices with respect to formatting and insertion of personalized information and graphics. See the Notices section of this manual or attend the Notices class for complete details of creating personalized letter notices.
- After receipts have been printed, CDM+ can mark the records as "Receipt Printed" ensuring you won't include these the next time you print receipts.

Daily Reports

Daily Report of Contributions is presented in the Getting Started - Contributions class.

Report of Contributions

▶ Reports ▶ Contribution Reports ▶ Daily Reports ▶ Daily Contribution Breakdown

Report of Giving Deposit Date May 30 2022 First Church 123 Main Street Big City, KY 40123 606/555-1234

Events equal to: Sunday Morning 11:00 Worship Assets equal to: Checking, New Checking Account, Savings, Investments, Church Building, Furnishings

Sunday Morning 11:00 Worship								
Name/Code	Total	Type Breakdown			Giving Fund Break	lown		
Charles & Ruby Cook - 108	750.00	Online Gift		750.00	Tithes : 750.00			
Mr. & Mrs. Mark Hunter - 120	850.00	Online Gift		850.00	Tithes : 850.00			
Mr. and Mrs. Derek Balling - BA	400.00	Online Gift		400.00	Tithes : 400.00			
Keebler Elves - ELVE462	1,500.00	Online Gift		1,500.00	Tithes : 1,500.00			
Mr. and Mrs. Patrick Gambet	1,775.00	Online Gift		1,775.00	Tithes : 850.00	Tithes : 925.00		
Mr. and Mrs. Michael Grant - G	650.00	Online Gift		650.00	Tithes : 650.00			
Mr. and Mrs. Rhett Harvey - H	750.00	Online Gift		750.00	Tithes : 750.00			
Mr. and Mrs. Douglas Herman	850.00	Online Gift		850.00	Tithes : 850.00			
Kevin Lowe - LOWE112	600.00	Check	0	600.00	Tithes : 600.00			
Stewart & Nancy Maslowski	465.00	Check	0	465.00	Tithes : 465.00			
Mr. and Mrs. Steven Shank - S	625.00	Check	0	625.00	Tithes : 625.00			
Marge Simpson - SIMP60	1,000.00	Online Gift		1,000.00	Tithes : 1,000.00			
Mr & Mrs Roger Smith - SMIT72	700.00	Check	0	700.00	Tithes : 700.00			
Ms. Stokes - STOK78	600.00	Check	0	600.00	Tithes : 600.00			
Mr. and Mrs. Don Strickland - S	725.00	Check	0	725.00	Tithes : 725.00			
		Total of all	Contrib	utions: 1	2,240.00			
Payment Types for all Events	Giving F	unds for all Events		Chec	cs for all Events			
6 Check 3,7	15.00 Tithes	12,2	40.00	Kevin	Lowe - LOWE112	ki MASI 20	0	600.00

 Rescientific 290
 Taxe Oneck
 Periodical Bonation

 Date of Diff
 Oneck
 Description
 Amount

 May 1 2022
 703
 Bailding Fund
 100.00

 Name
 Bailding Fund
 100.00

 PLASE NDCATE CHANGES BELOW
 Print Ownth May 0 Charles Ruby Control of Charles Ruby Control 100 Charles Ruby Control of Charles Ruby Control Cry State and Zg Code
 Americ Code and Telephoner () State and Zg Code
 Description
 Amount 100 Charles Ruby Code 20 Charles Ruby Code 20

Dear Charles & Ruby,

Thank you so much for your very generous gift towards the new Christian Life Center we are building at the First Community Church. Your support will help make possible the construction of a wonderful facility. God bless you!

The Pastor

eipt of Donation					
Receipt#	Type	Description		Amount	
290	Check	Building Fund		100.00	
Date of Gift	Number				
May 1 2022	703				
			Total	100.00	
108					
Charles & Ruby	Cook				
218 Walnut St					
Big City, KY 40	123				
USA					
		Note: No goods or serv	ices were exchanged fo	r Amounts not marked w	ith a '*

Lists contributions entered for a selected Deposit Date, Entry Date, or Batch Code. Includes Giving Unit Name/Code, Total Amount, Payment Type, and Giving Fund. Displays totals by Payment Type and Giving Fund.

Listings and Exports

Giving Unit Listing

▶ Reports ▶ Contribution Reports ▶ Listings and Exports ▶ Giving Unit Listing

Use as a cross-reference sheet of Giving Unit Code and Giving Unit Name. Can sort by Code or Name.

	I Big 6	ng Unit Listing First Church 23 Main Street City, KY 40123 06/555-1234	
Giving Unit Code	Giving Unit Name	Giving Unit Cod	le Giving Unit Name
102	Michael & Susan Disney	ZLOOSE	Loose Offering
108	Charles & Ruby Cook	ZVISITOR	Visitor/Non-Mbr gift
118	Mr. & Mrs. Ralph Lucas	ZYLI107	John & Karen Zylinski
120	Mr. & Mrs. Mark Hunter	ZZLOOSE	Loose ZZZZ Various Giving Codes
130	Mr. Jim Miller and Mrs. Joy Ross	Other Gving	
200	Mr. and Mrs. Alexander Adams		
ALLE2	William & Lucille Allen		
BALL52	Mr. and Mrs. Derek Balling		
BRYA50	Mr. and Mrs. William Bryant		
CASS40	Mr. and Mrs. Ryan Cassidy		
DAVI90	Marvin Davis		
DELV21	Albert & Camille Delvecchio		
DOE77	Mr. and Mrs. John Doe Doe		
FIEL47	Mr. and Mrs. Jonathan Fields		
FITZ38	Mr. and Mrs. John Fitzpatrick		
FLIN61	Fred Flintston		
FOX56	Mr. and Mrs. James Fox		
GAMB49	Mr. and Mrs. Patrick Gambet		
GRAN32	Mr. and Mrs. Michael Grant		

Contribution Worksheet

▶ Reports ▶ Contribution Reports ▶ Listings and Exports ▶ Contribution Worksheet

Contribution Worksheet First Church 123 Main Street Big City, KY 40123 606/555-1234							
Date:	Ev	ent:		Attendance: _			
Giver	Check #	Total					
Michael & Susan Disney - 102							
Charles & Ruby Cook - 108							
Mr. & Mrs. Ralph Lucas - 118							
Mr. & Mrs. Mark Hunter - 120							
Mr. Jim Miller and Mrs. Joy Ross							
Mr. and Mrs. Alexander Adams							
William & Lucille Allen - ALLE2							
Mr. and Mrs. Derek Balling - BALL52							
Mr. and Mrs. William Bryant - BRY							
Mr. and Mrs. Ryan Cassidy - CAS							
Marvin Davis - DAVI90							
Albert & Camille Delvecchio - DEL							
Mr. and Mrc. John Don Don - DOE77			1				

Change the five Giving Fund columns each week to include seasonal or other special giving emphases.

This worksheet can be provided to money counters to record gifts given for the batch. Since it is run each week, the latest information is always available.

Detail Contributions ▶ Reports ▶ Contribution Reports ▶ Listings and Exports ▶ Detail Contributions



All Giving Funds; All Events; All Payment Types Contribution Date May 1 2022 to May 31 2022

Giver	Giving Fund	Amount
Charles & Ruby Cook - 108		
	Tithes	1,600.00
	Missions	100.00
	Building Fund	200.00
Mr. 9 Mrs. Dalah Lussa, 119	= Charles & Ruby Cook - 108 Total:	1,900.00
Mr. & Mrs. Raiph Lucas - 118	Tithes	1,720.00
Mr. 8 Mrs. Mark Hustor - 120	Mr. & Mrs. Ralph Lucas - 118 Total:	1,720.00
MI. & MIS. Mark Huilter - 120	Tithes	4,175.00
Mr. Jim Miller and Mrs. Jay Deco. 120	Mr. & Mrs. Mark Hunter - 120 Total:	4,175.00
Mr. Jim Miller and Mrs. Joy Ross - 130	Tithes	825.00
Mr. and Mrs. Alexander Adams - 200	= Mr. Jim Miller and Mrs. Joy Ross - 130 Total:	825.00
Mi. and Mis. Alexander Adams - 200	Tithes	1.655.00
	Missions	150.00
Mr. and Mrs. William Pryant - 1099	= Mr. and Mrs. Alexander Adams - 200 Total:	1,805.00
Mi. and Mis. William Diyant - 1000	Tithes	2,425.00
William & Lucille Allen - ALLE?	- Mr. and Mrs. William Bryant - 1088 Total:	2,425.00
William & Edeme Allen - ALLEZ	Tithes	950.00
	Missions	50.00
	Building Fund	100.00
Mr. and Mrs. Devel: Belling BALLE2	= William & Lucille Allen - ALLE2 Total:	1,100.00
Mr. and Mrs. Derek Bailing - BALL52	Tithes	1,775.00
Joseph Caldwell - CAI D258	= Mr. and Mrs. Derek Balling - BALL52 Total:	1,775.00
South Sudden - CAED200	Tithes	2,770.00
Mr. and Mrs. Ryan Cassidy - CASS40	= Joseph Caldwell - CALD258 Total:	2,770.00

Also use this report to get YTD summary report of total giving by Giving Fund or by Giving Unit.

Contribution Totals by Date

▶ Reports ▶ Contribution Reports ▶ Listings and Exports ▶ Contribution Totals by Date

Totals By Date							
Datail							
First Church							
123 Main Street							
Big City, KY 40123							
		606/555-1234					
Giving Funds: Building Fund, Missions, General Fund 2019; All Events; All Payment Types Contribution Date Sep 23 2019 to Sep 30 2019							
Contribution Date	Giving Fund		Amount				
Sep 29 2019							
	Building Fund		120.00				
	Missions Concerned Fund 2010		300.00				
	General Fund 2019		225.00				
		Sep 29 2019Total:	645.00				
		Sep 29 2019Total:	645.00				
Sep 30 2019	Missions	Sep 29 2019Total:	645.00				
Sep 30 2019	Missions	Sep 29 2019Total:	645.00				
Sep 30 2019	Missions	Sep 29 2019Total: Sep 30 2019Total:	645.00 50.00 50.00				
Sep 30 2019	Missions	Sep 29 2019Total: Sep 30 2019Total:	645.00 50.00 50.00				

This report can be produced "Detail by Date" (shown), "Detail by Giving Fund", or "Composite by Date."

Contribution Custom Listing and Export ▶Reports ▶Contribution Reports ▶Listings and Exports ▶Contribution Custom Listing and Export

	Custom Listing My Organization 123 Main Street Big City, KY 40123 877-891-4236 All Giving Funds; All Events; All Payment Types Contribution Date 09/01/2023 to 09/30/2023				Create field sets to make custom reports for
	Giving Unit Code	Full Giving Unit Name	Total Contributions		use again and again.
1.	BRYA2434	Mr. and Mrs. William Bryant	80.00		
2.	COOK2430	Charles and Ruby Cook	75.00		
3.	DELV2432	Albert and Camille Delvecchio	35.00		
4.	DISN2429	Michael and Susan Disney	325.00		
5.	FITZ2433	Mr. and Mrs. John Fitzpatrick	30.00		
6.	HUNT2431	Mr. and Mrs. Mark Hunter	50.00		
7.	PHEL2435	Dean Phelps	100.00		
_	Grand Totals for 7 R	ecords			
			695.00		

Contribution Pledge Summary Custom Listing and Export

► Reports ► Contribution Reports ► Listings and Exports ► Pledge Summary Custom Listing and Export

•	Pledge	Summary Custom Lis	ting and Ex	port		Print Page PDF Tex	File Clipboard Export	Numbers Exc	el Screen	Refresh
л И	Expand	Set: Test Set	▼ + 8	Pledge Summary Custom Listing	B.	Preview		Da	ta	
\mathcal{P}	Search	YTD Contributions Total Contributions		Columns						
(OPTIONS	Total Pledge Pledge To Date		Composite			Pledge Su	mmary Cus	om Listir	ng
	Columns	Delinquency Shrinkage (%)		Page by record						
	Export	Number Of Pledges Number Over Pledge Total Overage		Horizontal divider	1.	Description: YTD Contributions:	Current 2023 427420.13			
-	Format			Slank line between results		Total Contributions:	445620.13			
	Format			Show line number		Total Pledge	635823.00			
	Page Setup					Pledge To Date: Delinquency:	189550.00 19015.00			
	Logo					Shrinkage (%): Number Of Pledges:	10.03 170			
	Text					Number Over Pledge: Total Overage:	62 199437 29			
	SETUP				2	Deserintian:	Conital			
	Load/Save				2.	YTD Contributions:	14232.69			
	Defaults					Total Contributions: Non-Pledge Contributions:	14232.69 6327.69			
						Total Pledge: Pledge To Date:	367078.00 367078.00			
						Delinquency:	20500.00			
						Shrinkage (%): Number Of Pledges:	113			
						Number Over Pledge: Total Overage:	63 106265.11			
					3.	Description:	Alternate Christma	5		
						YTD Contributions:	1280.00			
						Non-Pledge Contributions:	1280.00			
						Total Pledge: Pledge To Date:	0.00			
		(* click 🖓 to customiz	e field)			Delinquency:	0.00			
	Collapse	Configure Sorts and 1	Totals		<i>P</i>	=		6	Coom to de	efault Q

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Notices

Contribution Letter Notice ▶ Reports ▶ Contribution Reports ▶ Notices ▶ Contribution Letters

Create personalized letters that include giving data to express appreciation, or encourage givers for their total donations or donations to a specific Giving Fund(s).

To create a new Contribution Letter Notice, click the small Add button next to the drop list of saved letters. Type a name for the letter and click Save; the Notices editor window will then open. The Notices feature supports advanced document creation and editing. Please refer to the Notices section of this Users Conference manual for complete details.



Dear Mike

Thank you for your continued support of our ministry here at A New Hope Church. Your donations directly impact the kingdom of God here on earth. With them, we are able to support the ministers as they feed the hungry, clothe the poor, and spread the gospel. Your gifts also help keep our place of worship running smoothly, so we can further our ministry, both here in our community, and around the world.

Thank you again, for all you do! May the Lord richly bless you, and give back to you tenfold.

Sincerely.

Loan Latterson

Comparative **Composite by Date** ▶ Reports ▶ Contribution Reports ▶ Comparative ▶ Composite by Date

Composite of Giving by Date First Church 123 Main Street Big City, KY 40123 606/555-1234

All Giving Funds; All Events; All Payment Types Contribution Date Sep 1 2023 to Sep 30 2023

Total	
(120.00)	
(120.00)	
(120.00)	
(400.00)	
(120.00)	
	Total (120.00) (120.00) (120.00) (400.00) (120.00)

Use this report for comparative analysis. Print to Clipboard or Export as file and move to Excel to use 🛍 data to easily create eye-popping graphs or charts.

Totals by Month

▶ Reports ▶ Contribution Reports ▶ Comparative ▶ Totals by Month

Use this report to analyze giving patterns and averages by Giving Units or Giving Funds.

Total Giving By Month First Church 123 Main Street Big City, KY 40123 606/555-1234

Contribution Date Jan 1 2023 to Dec 31 2023; Selected Giving Funds, Selected Events

Giving Unit	Jan	Feb	Mar	Apr	Мау	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Average
Mr. & Mrs. Mark Hunter - 120	0.00	325.00	325.00	325.00	850.00	500.00	0.00	0.00	0.00	0.00	0.00	0.00	2,325.00	193.75
David Hatmaker - DHAT104	0.00	0.00	0.00	0.00	800.00	800.00	0.00	0.00	0.00	0.00	0.00	0.00	1,600.00	133.33
Paul Dore - DORE106	0.00	0.00	0.00	0.00	200.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00	16.67
Terry Hatmaker - HATM93	0.00	0.00	190.00	100.00	100.00	0.00	100.00	-200.00	-400.00	100.00	100.00	100.00	190.00	15.83
Mr. and Mrs. Douglas Herman - HER	300.00	500.00	600.00	250.00	1,550.00	500.00	300.00	150.00	0.00	0.00	50.00	0.00	4,200.00	350.00
Mrs. Jones Jones - JONE83	150.00	120.00	120.00	150.00	120.00	90.00	150.00	-150.00	-480.00	150.00	120.00	120.00	660.00	55.00
Michael Disney - MIKED	0.00	355.55	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	355.55	29.63
-	450.00	1,300.55	1,235.00	825.00	3,620.00	1,890.00	550.00	-200.00	-880.00	250.00	270.00	220.00	9,530.55	794.21

Contribution Range

▶ Reports ▶ Contribution Reports ▶ Comparative ▶ Contribution Range

Giving Ranges

First Church 123 Main Street Big City, KY 40123 606/555-1234

All Giving Funds; All Events; All Payment Types Contribution Date Jan 1 2023 to Dec 31 2023

50.01 to 1000.00

Giver	Amount					
Terry Hatmaker		190.00				
Paul Dore		200.00				
Michael Disney		355.55				
Mrs. Jones Jones		660.00				
Total Givers: 4	Total Giving:	1,405.55				

Contribution History Comparison

▶ Reports ▶ Contribution Reports ▶ Comparative ▶ History Comparison

History Comparison								
Giving Unit	Current	2022	2021	2020	2019	Total		
Charles & Ruby Cook - 108	0.00	2,300.00	375.00	375.00	0.00	3,050.00		
Mr. & Mrs. Ralph Lucas - 118	0.00	0.00	170.00	170.00	0.00	340.00		
Mr. & Mrs. Mark Hunter - 120	2,325.00	50.00	495.00	495.00	0.00	3,365.00		
Mr. Jim Miller and Mrs. Joy Ross	0.00	0.00	1,000.00	1,000.00	0.00	2,000.00		
Mr. and Mrs. Alexander Adams	0.00	1,300.00	500.00	500.00	1,198.00	3,498.00		
Mr. and Mrs. William Bryant - 1088	0.00	80.00	100.00	100.00	0.00	280.00		
William & Lucille Allen - ALLE2	0.00	1,450.00	625.00	625.00	0.00	2,700.00		
Mr. and Mrs. Derek Balling - BAL	0.00	100.00	0.00	0.00	0.00	100.00		
Joseph Caldwell - CALD258	0.00	0.00	0.00	0.00		0.00		
Mr. and Mrs. Ryan Cassidy - CA	0.00	1,670.00	325.00	325.00	0.00	2,320.00		
Marvin Davis - DAVI90	0.00	0.00	0.00	0.00		0.00		
Albert & Camille Delvecchio - D	0.00	2,435.00	123.47	123.47	0.00	2,681.94		
David Hatmaker - DHAT104	1,600.00		0.00	0.00		1,600.00		
Paul Dore - DORE106	200.00		0.00	0.00		200.00		
Total Contributions	4,125.00	9,385.00	3,713.47	3,713.47	1,198.00	22,134.94		
Giving Units with contributions	3	8	9	9	1			
Giving Units without contributions	11	4	5	5	9			
Average Contribution	1.375.00	1.173.13	412.61	412.61	1.198.00			
Avg Contribution - All Giving Units	294.64	782.08	265.25	265.25	119.80			

Produced on Aug 28 2023 at 2:43 PM by Administrator

Recurring Contributions Listing

▶ Reports ▶ Contribution Reports ▶ Recurring Giving Unit ▶ Recurring Contributions Listing

	Recurring Contribu You 123 Big C 60	tions Listing By Giving Unit Organization 3 Main Street ty, KY 40123 6/SSS-1234	
Date Entered Jan 1 201	7 to Sep 30 2023; Giving Funds: G	eneral Fund 2023, General Fund 2022, Building Fund;	Sources: CDM+
Giver	Giving Fund	Note	Amount
Mr. & Mrs. Mark Hunter	- 120		
	65.00 Starting on Jan 1 2023 an General Fund 2023	d scheduled Weekly ending Dec 31 2024	85.00
		Total:	85.00
		= Mr. & Mrs. Mark Hunter - 120 Total:	85.00
William & Sarah Martin -	MART78		
	65.00 Starting on Jan 1 2023 an	d scheduled Monthly ending Dec 31 2024	
	General Fund 2023 Building Fund		50.00
	building Fund	-	15.00
		Total:	65.00
		William & Sarah Martin - MART78 Total:	65.00
Michael Disney - MIKED			
	150.00 Starting on Aug 15 2017 Building Fund 2017	' and scheduled Monthly ending Dec 15 2017	75.00
		Total:	75.00
	50.00 Starting on Oct 6 2019 ar	d scheduled every week of Oct, Nov, and Dec on	
	General Fund 2023		50.00
		Total:	50.00
		= Michael Dispey - MIKED Total	125.00
Dr. Roger Wakefield - W	AKE57 100.00 Starting on Jun 1 2017 a	and scheduled Monthly	
	General Fund 2023	in on our of the the they	100.00
		Total:	100.00
		= Dr. Roger Wakefield - WAKE57 Total:	100.00
			375.00
			373.00

This report can also be produced in Detail format which lists each recurrence by date and/or giving unit.

Page 1

Recurring Contributions Listing ► Reports ► Contribution Reports ► Recurring Giving Unit ► Recurring Contributions Forecast

Recurring Contributions Forecast

Giving Fund Recurring Date Amount **Giving Fund 1** Jul 1 2023 100.00 Aug 1 2023 100.00 100.00 Sep 1 2023 Giving Fund 1 Total: 300.00 **Giving Fund 2** Jul 2 2023 30.00 Jul 9 2023 30.00 Jul 16 2023 30.00 Jul 23 2023 30.00 Jul 30 2023 30.00 Aug 6 2023 30.00 Aug 13 2023 30.00 Aug 20 2023 30.00 Aug 27 2023 30.00 Sep 3 2023 30.00 Sep 10 2023 30.00 Sep 17 2023 30.00 Sep 24 2023 30.00 Giving Fund 2 Total: 390.00 Total All Funds: 690.00

Jul 1 2023 to Sep 30 2023; Giving Funds: Giving Fund 1, Giving Fund 2; All Sources

This report can also be produced by detailed by Giving Unit, detailed by Giving Fund or Composite by Giving Fund.