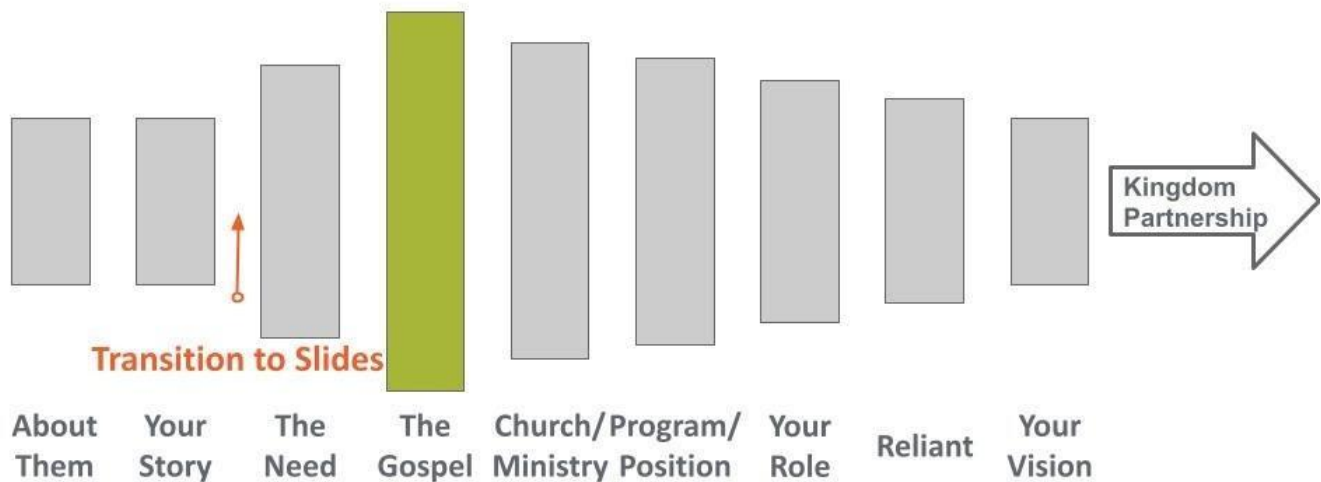


Hosting A Support Raising Training

Reliant Missions

The MTD Presentation Flow



Trainer's Notebook

Basic Information

This section is where each individual being trained has specific information about their ministry or church program. This will include things like:

- Staff Level
- Ministry Supervisor
- Support Raising Coach
- Any notes from the application process

Trainer's Log

As training continues, the trainer working with this missionary will take notes during each of the workshops (noting dates and times) so that during each day of training, progress can be seen and checked.

	A	B	C
1	RELIANT		
2	Church/Ministry Name		Staff Level
3	Church/Ministry Location		Ministry Supervisor
4	US / International		MTD Coach
5	Future Goal Hrs		Ministry Type
6	Ministry Description, Job Description		
7	Notes From Application Process		
8	Getting to Know You Notes		
9	General Notes during Training	(trainers can add notes here)	
10			
11			
12	Use this section any time during the week to write notes for the other trainers to see. Good to use any time you listen through a presentation, etc		
13	Trainers Log		
14	Date & Time	Trainer Name	Notes/Comments/Concerns
15			

Presentation Flow

This section of the Trainers Notebook allows a trainer to rate each section of the presentation from Good, Needs Work, and Bad News. This process starts on the first day of the training and allows the missionary to really focus on the parts of their presentation that they need to work on.

27	Presentation Flow	Rate (choose)	Notes/Comments by comments)
28	Can make clear and concise phone call for setting up an appointment		
29	Able to tell their own story in a brief & compelling way		
30	Knows and can explain their call to ministry/ reason for pursuing residency		
31	Knows and can describe their mission field and/or the need for this kind of program		
32	Knows & can communicate the Gospel in appropriate context		
33	Able to represent their church/program appropriately		
34	Knows and can represent their specific ministry role		
35	Able to represent Reliant's role as mission & ministry (incl 501c3/non-profit status)		
36	Knows and can present the 3 ways to help		
37	Can ask confidently & clearly for financial support		
38	Can handle Yes/No/Maybe ("close chart")		
39	Can ask confidently & clearly for new contacts		
40	Can explain How to Start Giving and walk a donor through each way		
41	Handles objections well (Acknowledges the question, asks to clarify, etc.)		
42	Presentation Skills Present (confidence, eye contact, body language, etc)		
43	General Flow/Mojo		
44	Overall Presentation Rating		

Check Out Report

Arguably the most important section of the Trainer's notebook, this section is filled out by a trainer at the end of training before the missionary is deputized. The trainer can review:

- a. A missionary's mental and spiritual status of moving forward with support raising
- b. The presentation flow and any spots that the missionary is still struggling with*
 - i. A missionary could be deputized with concerning points in their presentation with the goal to improve those the first week with their coach
- c. How prepared they are for the season of support raising they are walking into (strategy, time allotment, database of names, etc).
- d. A biblical foundation for support raising is essential for them to leave training with.
- e. Any documents for employment that we have them fill out at training

46	<i>Use this section during final checkout. You'll want to refer to the notes above as well. Notes here will be used to compile a report for Supervisors/MTD Coach.</i>		
47	CHECKOUT	Rate (choose)	Notes/Comments/Concerns
48	How are you? How do you feel about the last few days?	▼	
49	Presentation Flow		
50	Review Grid (above). Ask about any yellow or red areas	▼	
51	MTD Preparedness		
52	Ask if they have an understanding and plan for their database?	▼	
53	How many people have you namestormed? (less than 100 = concern)	▼	
54	Read over their Checkout Report. Ask about any fears/barriers that stand out.	▼	
55	Any questions about the overall MTD strategy? (Call nights, appointments, follows ups, etc.)	▼	
56	Knows who their MTD coach is and when they will speak to them next?	▼	
57	General		
58	Ask: Do you feel you have a solid Biblical conviction on the MTD process?	▼	
59	Completed all five Check Out Doc requirements (Share Worksheet/Checkout Report/Checkout Survey/ES Form/Copy and Giving)?	▼	
60	Pray for them and send them off!	▼	
61			
62	TRAINER NAME/Signature:	Notes for Coach	(Please leave a note for the trainee)
63	DEPUTIZED FOR FUNDRAISING	▼	
64	Date/Time		

Trainer Schedule						
Date >	Introduction	2 Monday	3 Tuesday	4 Wednesday	5 Thursday	
All Day >						
8 AM	0					Key:
	15					Prior to training
	30					Biblical
	45					Live: Welcome, video review, skill debrief
9 AM	0	Trainer Meeting	Trainer Meeting	Trainer Meeting	Trainer Meeting	Skills
	15					Workshop
	30	Welcome, Ice Breaker, & Q&A	Welcome, Review videos, Q & A	Welcome, Review videos, Q & A	Welcome, Review videos, Q & A	Break / Lunch
	45					Employment related
10 AM	0	M3 - Biblical Perspective (1hr)	Workshop - Practice the 3 ways and financial ask (1 hr)	How to give - 15 min	Workshop: Practice whole presentation (1 hr 15mins)	Post Training
	15			Wrapping up the appointment - 15 min		Homework
	30			Workshop - Practice wrapping up the appointment (30 mins)		Employment paperwork
	45					Ministry Meeting
11 AM	0	Break	Break	Break		
	15	Getting to know your Table trainer (15 mins)	M4 - Getting Connected to Others (30 mins)	Workshop - Practice call back for a decision and problem areas or whole run through.(1 hr)	Break	
	30	Workshop - Practice first contact (15 mins)			Reflections (1hr)	
	45	Workshop - Try your story w/ table 2 times (1 hr)	Workshop -30 min practice getting connected.			
12 PM	0					
	15		M2 - Support Goal live 45min	CopyCat & Preparation for Check out (30 mins)	Lunch	
	30			Lunch & Trainer Meeting (1:00-1:30) & ES available over lunch		
	45	Lunch (1hr) & Trainer Meeting (1:00-1:30)				
1 PM	0		Lunch & Trainer Meeting (1:15-1:45) & ES Ordained call 1:30-2pm est		Checkouts	
	15					
	30	Workshop: Practice the body of the presentaion recive feedback and make edits. (1 hr 30 mins)	Workshop - Practice whole presentation. (1hr15 mins)	Workshop: Practice whole presentation (1 hr 15 mins)		
	45					
2 PM	0			Wrap up the day- 15 mins		
	15					
	30					
	45					
3 PM	0			Partner specific times		
	15	Wrap up the day- 15 mins	Wrap up the day- 15 mins			
	30		Support goal Continued			Men and Women separte ministry debrief times.
	45					
4 PM	0	Homework	Homework	Homework		
	15	M4 - Making the Financial Ask (27mins) -	Goal Setting (30 mins)	MTD JD and checkout report		
	30			Work Week & Benefits (14 mins)		
	45		Employment paperwork			
5 PM	0	Int Insurance Benefits (14 min)		Risk assessment & contingency (21 mins)		
	15		M5 - Handling Questions & Objections (38 mins)	M3 - Biblical Principles- donor perspective (35 mins)		
	30	Support goal introduction- 15mins				
	45	M2 - Missionary Websites - toolbox & staff net (34 mins)	Employment standards (35 min)			
6 PM	0					
	15	Int Funds & Salaries (39 mins)	M4 - Call Back for a Decision (13 mins)			
	30					

MTD GOAL WORKSHEET

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MISSIONARY RESOURCES

UPDATED 1/24/2019

Name: Johnny Missionary

Today's Date: 4/15/2022

Input data in the light blue boxes only. All other boxes generate automatically:

MTD INFORMATION:

Release Date:	Aug 1, 2022
# of Months in Residency:	24
Total Goal:	\$100,000
Current Amount Raised (Received + Promised):	\$35,600
Single Gift Goal:	\$7,500
Total of Single Gifts given to date:	\$0
Total # of Weeks to raise:	15.1
Total Amount left to Raise:	\$64,400

WEEKLY GOALS:

Recurring Gift Ask (Appts):

Average Monthly Recurring Gift per Partner Expected:	\$100
Number of Connection Attempts needed per week:	23.3
Number of Connections needed per week:	5.8
Number of Appt needed per week:	2.9
Number of New Partners needed per week:	1.5
Average New Monthly Recurring Giving needed per week :	\$146

Single Gift Ask (Letter/Appt):

Average Single Gift Expected:	\$200
Number of Single Gift Asks needed per week:	5.0
Number of New Single Gift Partners needed per week:	2.5
Average Single Giving needed per week:	\$495

TOTAL GOALS:

Total number of New Recurring Gift Partners needed to meet goal:	22
Total number of Appts Needed to meet partner goal:	44
Total number of Contacts needed to meet appointments goal:	88
Total number of Single Gifts needed to meet goal:	38
Total number of Single Gift Asks:	75

CONTACT GOALS:

How many total Contacts do you currently have?	100
How many new Contacts do you need?:	26
New Names needed each week	2
Number of messages to send:	-26



**I can't do this alone.
I am Reliant.**