



TENDING THE VINEYARD

Stewardship of Religious Property

Educational Sessions for Strategic Property Planning

EXAMPLE PROGRESS REPORT TO BE COMPLETED BY PROFESSIONAL ADVISOR

NAME OF PROFESSIONAL ADVISOR:	
PROGRESS REPORT NUMBER:	
DATE SUBMITTED:	

I. PROGRESS AND ACCOMPLISHMENTS

<p>List of major tasks <u>begun</u> since the previous report</p> <p><i>New tasks begun should be connected to phases, activities and milestones identified in the detailed strategic property planning process description</i></p>
1.
2.
3.
4.
<p>Major tasks <u>completed</u> since the previous report</p> <p><i>Completed tasks should also be connected to phases, activities and milestones identified in the detailed strategic property planning process description</i></p>
1.
2.
3.
4.
<p>Major accomplishments since the previous report</p> <p><i>Major accomplishments should also be connected to phases, activities and milestones identified in the detailed strategic property planning process description</i></p>
1.
2.
3.
4.





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II. OVERALL PROGRESS SUMMARY. Please check the box below that best reflects progress since the previous report

- Ahead of schedule** – Our progress is ahead of where we thought it would be.
Comments:
- On schedule** – We continue to work, with no known major obstacles or barriers that will result in any significant delay to the planned completion dates specified in the detailed strategic planning process description
Comments:
- Behind schedule** – We are behind schedule for the following reasons:
- Modifications to detailed strategic property planning process** – We wish to make the following significant changes to the detailed strategic property planning process
 - 1.
 - 2.
 - 3.
 - 4.

III. OTHER INFORMATION

A. AREAS IN WHICH ADDITIONAL ASSISTANCE OR GUIDANCE IS NEEDED. Briefly describe below any significant obstacles being encountered and/or areas in which the professional advisor needs guidance from the religious institute.

B. ADDITIONAL COMMENTS OR INFORMATION ABOUT PROGRESS. Briefly describe any other information you want the religious institute to know about the progress of the strategic property planning process.

