

Contents of *Time to Build* Kit

The capital campaign used by Rick Warren and Saddleback Valley Community Church

Purchased at www.pastors.com at:
<http://www.pastors.com/pcom/stewardship/>

Kit comes in 9 CDs. There is no notebook (other than the one to hold the CDs); all materials are digital on the CDs

- CD#1 How to Prepare for a Miracle (audio)
- CD#2 A Personal Message from Pastor Rick Warren (audio delivered with member packet)
- CD#3 Time to Build Leadership Training (audio)
- CD#4 Building for Life Kickoff Meeting (audio)
- CD#5 Building for Life Sermon Series MP3's
- CD#6 Raising Money for God's Work (audio)
- CD#7 Building for Life Transcripts and PowerPoint Presentations (data)
- CD#8 Changing Lives: The Story of Saddleback – video file (Windows media file)
- CD#9 Time to Build Materials Files (data)

Raising Money for God's Work: Training other church leaders in *Time to Build*

Audio CD (regular CD that will play in your CD player) CD #6

Outline in MS Word, PDF, RTF, and plain Text

Full transcripts in Word, plain text, and PDF

Sermon Series: Building a Great Life

PowerPoint for all the sermons CD#7

CD with Audio of each sermon in MP3 CD#5

Transcripts of each sermon in MS Word, Text, and PDF CD#7

- How To Prepare For A Miracle (Also Audio, CD#1)
- Building A Life Of Faith
- Building A Life Of Service
- Building A Life Of Purpose
- Building A Life Of Commitment
- Building A Life Of Sacrifice
- Thanks To God At Thanksgiving
- What God Has Taught Us

Other Audio CDs (regular CD that will play in your CD player)

"How To Prepare For A Miracle" CD#1

"Time to Build Leadership Training" CD#3

"Time to Build Kickoff Meeting," recorded live CD#4

"A Personal Message from Pastor Rick" CD#2

(Taken by visitors to church members with packet of materials)

CD with short Video used in campaign – "Changing Lives" CD#8

Devotional Guide (32 or 33 days) CD #9 (Outside folders and in DevotionalGuide folder)

In RTF, PDF, MS Word, and plain text

Home Visitor Materials – all in PDF CD#9 (HomeVisitor folder)

- Attender mailer
- Discerning God's will (same as Personal Giving Commitment Guide in materials section below)
- Home Visitor Job Description
- Visit Instructions
- Visitation Report
- What I Learned

Materials CD#9 (In Microsoft Word and Text Format folders)

In MS Word, RFT, and plain text files. List below shows MS Word files.

INDEX OF TITLES

0teammtg.doc	TTB Leadership Team Kickoff
01teammtg.doc	Leadership Team Agenda - Checkup #1
2teammtg.doc	Leadership Team Agenda - Checkup #2
3teammtg.doc	Leadership Team Agenda - Checkup #3
5teammtg.doc	Leadership Team Agenda - Checkup #5
6teammtg.doc	Leadership Team Agenda - Midweek Service
agenda1.doc	Agenda for Advanced Gifts Dinner
agenda2.doc	TTB Thanksgiving Banquet
agenda3.doc	Thanksgiving and TTB Offering Day
agenda4.doc	Victory Weekend Order of Service
announc0.doc	Announcing Campaign Goals at Sunday Services
announc1.doc	Ann. at end of Sunday Services
announc2.doc	Ann. at end of Sunday Services
announc3.doc	Explain the Devotional Guide
announc4.doc	Ann. at end of service Victory Sunday

articl10.doc	Your Questions Answered
articl11.doc	Your Questions Answered #2
articl12.doc	More Testimonies
article1.doc	Sample Newsletter Article
article2.doc	Sample Article for Newsletter
article3.doc	Sample Article for Newsletter
article4.doc	Sample Article for Newsletter
article5.doc	Sample Article and Flyer for each TTB Packet
article6.doc	Giving Profile
article7.doc	Giving Potential Chart
article8.doc	Giving That Pleases God - 6 Questions
article9.doc	TTB Testimonies
banqinv.doc	Invitation to Banquets
banqmeso.doc	Banquet Message Outline
banqmess.doc	Banquet Message Text
banqnote.doc	TTB Banquet Reminder Note
banqtest.doc	Sample Letter for Recruiting Testimonies
banquet.doc	Banquet Program and Announcements
calendar.doc	TTB Official Countdown Calendar
campaign.doc	Campaign Leaders Information Packet
card.doc	TTB Commitment Card Text
goals.doc	TTB Goals
hvcinstr.doc	Instructions for Home Visit Area Coordinators
hvclist.doc	Homes to be Visited by Areas
hvinstru.doc	Instruction Packet for Home Visitors
insert.doc	Bulletin Inserts for TTB Campaign
insert1.doc	Survey Card for Bulletin
insert3.doc	Volunteer Recruitment Insert
insert4.doc	Last Chance! Volunteer Recruitment Insert
insert5.doc	Bulletin Insert to Collect Testimonies
job01.doc	Campaign Directors Job Description
job01a.doc	Reasons Directors Are Right Choice
job02.doc	Campaign Co-Directors Job Description
job03.doc	Advanced Gifts Dinner Directors Job Description
job04.doc	Banquet Directors & Coordinators Job Desc.
job05.doc	Children's Party Directors Job Desc.
job06.doc	Deferred Gifts Directors
job07.doc	Home Visitation Directors
job08.doc	Banquet Host Captains
job09.doc	Follow-up Directors
job10.doc	Home Visitor Captains
job11.doc	Home Visit Captains
job12.doc	Mailout Directors
job13.doc	Campaign Secretary
job14.doc	Property Gifts Director
job15.doc	Home Visit Director & Area Coordinators
keyevent.doc	Key Events Calendar
letter01.doc	Letter to People on TTB Leadership Team
letter02.doc	Letter in Response to Testimonial Letters
letter03.doc	Home Visit Captain Letters
letter04.doc	Home Visit Captain Letters
letter05.doc	To Givers from Previous POL Campaign
letter06.doc	To Leadership Team

letter07.doc	Invitation to Advanced Gifts Dinner
letter08.doc	Leadership Team Reminder
letter09.doc	To Congregation to Announce Visitors Coming
letter14.doc	To Significant Givers in Past
letter15.doc	To Everyone Week Before Offering
letter16.doc	To Everyone Who Turned In Commitment Card
media.doc	Goals of Multimedia Presentation
mistakes.doc	Mistakes Made in TTB
newsltr.doc	Contents of TTB Newsletters
newsltr3.doc	Text of Newsletter 3
newsltr4.doc	Text of Newsletter 4
overview.doc	Task: To Communicate
packet.doc	Official List of TTB Packets
persgiv.doc	Personal Giving Commitment Guide
praycard.doc	Copy for Prayer Card
profile.doc	TTB Giving Profile
purposes.doc	Four Purposes of TTB
quiz.doc	Quiz for Banquet Ice-breaker
readings.doc	Reading Schedule through Message of Hope
sermons.doc	Calendar of Sermons and Music
staff.doc	Staff Challenge
study1.doc	Bible Study for TTB Training
study2.doc	Sermon Outline of Introductory Message
tapescri.doc	TTB Cassette Tape Script
teamfax.doc	Report FAX to Leadership Team
testimo1.doc	Why Use Giving Testimonies?
testimon.doc	Testimony Guidelines
ttbday2.doc	Message & Order of Service - TTB Offering Day
ttbtapes.doc	Cover for Sermon Tapes of Series
values.doc	Values of Campaign
victory.doc	Script for Victory Sunday