

THE CLERK'S ANNUAL QUESTIONNAIRE for the Year Ending December 31, 2014

Return to Presbytery Clerk by _____, 2015

The Clerk of Session may find it necessary to consult with pastors, treasurers or other leaders on some questions.

| | | |
|----------------------|------------|-------------------------|
| Name of Congregation | | Address of Congregation |
| City | | State |
| Church PIN | Presbytery | Synod |

Special Offerings and Appeals

The Funds Development Ministry offers opportunities for partnership, learning, and witness to Jesus Christ's love for the whole church.

1. Would you be willing to share your congregation's membership directory with the Presbyterian Mission Agency's Funds Development Office with the understanding that Funds Development will not share this list and that no more than three contacts per year from the Funds Development Office will be made?

Yes No

If yes, please provide contact information below - PLEASE PRINT

Name: _____

Address: _____

Email: _____

Phone: _____

Bequests and Major Gifts

The Presbyterian Foundation asks these questions to learn about congregational giving trends and needs.

2. How many bequests did your congregation receive in 2014? Bequests are gifts of money, stock or other property given to the congregation through a will when someone dies. (*If none, enter zero or "0"*)

Number of bequests received in 2014: _____

Total value of these bequests: \$ _____

3. How many other gifts from estates (other than through a will) did your congregation receive in 2014? Other gifts are those that result when someone dies and has named the congregation a beneficiary of a life insurance policy, retirement account, trust, or gift annuity. (*If none, write zero or "0"*)

Number of other gifts from estates received in 2014: _____

Total value of these gifts \$ _____

4. Does your congregation have one or more programs in place to encourage each of the following types of giving:

| | Yes | No | Not Sure |
|---|--------------------------|--------------------------|--------------------------|
| a. Giving to special projects of the congregation..... | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Making a planned or other major gift to the congregation | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| c. Making a bequest to the congregation..... | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

5. Does your congregation have an endowment committee?

- Yes No

If Yes, the Presbyterian Foundation and other PC(USA) agencies has information available to share with congregations related to stewardship, wills/bequests and investment options. If your congregation would be interested in receiving this information in 2015, please provide the name and email for your endowment committee chair. (PLEASE PRINT)

Name of Endowment Committee Chair: _____

Email address: _____

Presbyterian Investment and Loan Program

The Presbyterian Investment & Loan Program asks these questions to determine which churches might benefit from the loan and investment products.

6. Does your congregation plan to expand or renovate its facilities within the next two years?

- Yes, definitely
 Yes, possibly

If Yes, definitely or Yes, possibly, what is the estimated cost of the project(s): \$ _____

- No

7. Does your congregation currently have loan balances totaling \$50,000 or more with any of the following groups or institutions? (Mark all that apply); Indicate the approximate balance and interest rate on loans in each category; and for multiple loans in a category, report the average interest rate for all loans in that category.

Table with 3 columns: Category, Approximate Balance, Interest Rate %. Rows include Banks or financial institutions, Presbyterian Investment & Loan Program (PILP)/ General Assembly (GA), Other (please specify), and No loans.

8. Does your congregation currently have funds in any of the following financial instruments? (Mark all that apply and list the approximate amount invested in each).

Table with 2 columns: Instrument, Approximate Amount Invested. Rows include Certificates of deposits, Money market accounts, Savings account, and None.

Ministry and Outreach to Non-members

The Office of General Assembly asks these questions to estimate how many non-members are being served or reached by congregations.

9. During 2014, how many different individuals would you estimate that the members of your congregation served or ministered among as they carried out the various activities, programs, and outreach of the congregation including visitors?

_____ Write a number on the line; estimate if you are not sure

Guest Preachers

The Office of General Assembly asks these questions in response to a General Assembly mandate.

10. The 1999 General Assembly urged all congregations to invite racial-ethnic ministers to preach during Sunday worship at least annually. Did your congregation invite a racial-ethnic minister, that is, someone other than your pastor if he or she is a racial-ethnic minister, to preach during 2014?

Yes

If Yes, on how many Sundays in 2014 did a racial-ethnic minister serve as a guest preacher?

_____ **If all invitations were turned down, enter zero or "0"**

No

If No, when was the last time that your congregation invited a racial-ethnic minister to preach there?

During 2013

7 years ago or more

2-3 years ago

Never

4-6 years ago

Not sure

Living Missionally

The Research Services Office of the Presbyterian Mission Agency asks these questions to develop baseline measures to track progress on the Living Missionally Initiative approved by the 221st General Assembly in June 2014.

11. Many congregations have small groups (or cells) for sharing and spiritual growth. Which of the following best describe this congregation? (**Mark all that apply.**)

We do not have such groups here.

A group or groups meet here, but they are not central to our congregational life.

Small groups are an important part of our strategy to involve people in the congregation.

Small groups are an important part of our strategy for spiritual development and discipleship.

Small groups are an important part of our strategy to involve people in community service or ministry.

12. Which of the following best describes the group prayer life of this congregation? (**Mark all that apply.**)

We have no organized prayer groups.

We have prayer groups, but they meet infrequently or only at certain times of the year.

We have regular prayer groups that are part of our small group or cell program or are attached to specific classes, groups, or ministries.

We have some other type of prayer groups.

13. Once a person has joined this congregation, are there any planned procedures designed to ensure that he or she becomes integrated into the life of the congregation? (**Mark all that apply.**)

Follow-up visits by clergy, lay leaders, or members

Designated people extend hospitality or invite them for meals

A group or course for new members

Invitation to join a small group, fellowship group, or similar group

Invitation to participate in leading worship (such as scripture reading, singing, taking the offering)

Invitation to take on a task within the congregation

Invitation to take on a task in service to the community

Other procedures or activities not mentioned above

No planned procedures

14. In the past 12 months, did your congregation provide any of the following services for this congregation's members or for people in the community? (Mark **all** that apply.)

- Housing for senior citizens (nursing homes, assisted living)
- Housing for other groups (crisis, youth shelters, homeless, students)
- Other senior citizen programs or assistance (Meals on Wheels, transportation)
- Prison or jail ministry
- Care for persons with disabilities (skills training, respite care, home care)
- Counseling or support groups (marriage or bereavement counseling, parenting programs, women's groups)
- Substance abuse or 12-step recovery programs
- Other programs for children and youth (job training, literacy program, scouting, sports)
- Programs or activities for college students
- Emergency relief or material assistance (free meals, food, clothes for the needy)
- Financial literacy programs or other help with budgeting, debt management, or investing
- Health-related programs and activities (blood drives, screenings, health education)
- Programs or services for persons with HIV or AIDS
- Immigrant support activities (English as a second language, refugee support, interpreting service)
- Activities for unemployed people (preparation for job seeking, skills training)
- Voter registration or voter education
- Community organizing or neighborhood action groups
- Political or social justice activities (civil rights or human rights)
- Animal welfare or environmental activities
- Other welfare, community service, or social action activities not mentioned above
- Sporting activities or teams (intramural teams)
- Arts, music, or cultural activities or programs
- Hobby or craft groups
- Other social, recreational, or leisure activities
- Transportation to bring people to worship services

Same-sex Marriages

The Research Services office of the Presbyterian Mission Agency asks these questions to collect data for a research project to track the number of same-sex marriages occurring as a result of a vote by the 221st General Assembly. Only aggregated data will be reported; information about individual congregations or pastors will not be shared.

15. During 2014, were any marriage ceremonies conducted in your church or on your church property?

- Yes No

If Yes, how many marriage ceremonies were conducted in your church or on your church property? _____

If Yes, how many of those were between couples of the same sex? (if **none**, enter zero or "0") _____

16. During 2014, did your pastor/pastors conduct any marriage ceremonies at locations other than a church property?

- Yes No

If Yes, how many marriage ceremonies were performed at locations that were not a church property? _____

If Yes, how many of those marriages were between couples of the same sex? (if **none**, enter zero or "0") _____

Contact Research Services with your questions concerning the Clerk's Annual Questionnaire

Call: 800-728-7228, ext. 5161 or Email: research@pcusa.org

Submit to <https://caq2014.pcusa.org> or

Mail to: RESEARCH SERVICES 100 Witherspoon Street Louisville, KY 40202