

Parish Self-Assessment Booklet

Church Location Advisory Committee

Diocese of Huron

Why a self-assessment?

The Director for Mission and Ministry and the Church Location Advisory Committee recognize that parishes face many challenges today. The challenges are of many kinds and parish leadership can't always think of everything. The idea of self-assessment is that clergy, wardens, a parish council, or any small group that a parish designates (different people may be best for filling out different sections), can dedicate a short time to producing a snapshot of parish health in a variety of areas.

This self-assessment booklet helps you to think about both the viability and the vitality of your parish. Viability refers to the capacity of a church to stay open. This hinges upon the ability of the congregation(s) to find the money to: pay bills (including apportionment), find the necessary volunteers and leaders, and maintain facilities. Vitality is about the church's capacity to fulfill its mission. This is evident in the congregation(s)'s work in: worship, understanding faith in the Christ, sharing faith, and inviting people to faith. Some degree of viability is necessary to make vitality possible, but being viable does not make a parish vital.

Parishes are encouraged to undertake this annually, perhaps at the end of the parish year as a way of preparing for Annual Vestry. You may wish to circulate the information at Vestry, so that members understand the parish situation – its successes, challenges, and possibilities.

Results are for parish use. If you would like help at interpreting your results, contact the Director for Mission and Ministry, who will either assist you or find the appropriate resource person.

There are numerous other assessment tools available. If you are interested in asking deeper questions about parish vitality, contact the Congregational Coaches. They can help you to work through a process such as Natural Church Development.

This booklet is freely available in the Diocese of Huron. You may produce as many copies as you like.

The Ven. Dr. Bill Harrison

Director for Mission and Ministry

Mission

Evangelism

Evangelism consists of activities in which the church community explicitly speaks its faith commitment and invites others into life in Christ. Evangelism helps the church to grow and be changed, in addition to transforming others and the world. Fundraising and social activities are not evangelism and neither are outreach activities such as a food bank or lunch programme (these will appear in other parts of the self-assessment).

1. What evangelism activities does your congregation undertake?

Holy Trinity invites the community to celebrate with us through admail, which is a 5x7 postcard that we deliver to all the households, farms and businesses in the area, twice each year. The post card invites the entire community and surrounding areas to come to church and lets them know about special events hosted by the church. We reach out to others through our updated website and through our parish Facebook account. Parishioners are very connected to each other and the community and will also individually reach out to others. During our twice annual concerts (Elvis shows) Rev. Matt invites people to God's table. Holy Trinity is also involved in a worship service once a month at the local retirement home, Prince George.

2. Is evangelism a high/medium/low priority for your congregation?

Medium

3. How comfortable are the members of your congregation with speaking their faith to others?

a. _____ very comfortable

b. X somewhat comfortable (It varies based on the individual, some very open and comfortable while others are hesitant.)

c. _____ uncomfortable, but open to it

d. _____ very uncomfortable

e. _____ opposed

- 4. Does your congregation routinely discuss the need for evangelism? Yes/No
No

- 5. Does your congregation have an evangelism plan? Yes/No
Yes

- 6. To whom are you speaking the Good News directly and explicitly? Are there specific people, or is there a specific group, whom you are trying to reach?
The residents in the township of Lucan Biddulph.

- 7. Are your congregation's outreach efforts linked to evangelism? If so, how?
Yes because of our belief system, bringing the Good News of Christ as well as our love and time.

- 8. Are there any systems in place for measuring the effectiveness of your congregation's communication?
No

- 9. By your congregation's own measures, how effective is your congregation at sharing Christian faith?
 - a. Very Effective
 - b. Somewhat Effective
 - c. Needs Work

- 10. Is your congregation interested in learning more about effective evangelism?
Holy Trinity welcomes new ideas, and is open to learning more.

Discipleship Formation

Discipleship formation consists of activities that form people as followers of Jesus the Christ. Discipling includes training in such things as: knowledge of Christianity (Scripture, doctrine, history, etc.); prayer; communicating faith; leadership; and outreach.

1. What discipleship formation activities does your congregation undertake?
 - Sunday worship
 - Education before sacraments
 - Lenten lunches
 - Information and orientation for new parishioners
2. Does your congregation use a discipling programme, such as Education for Ministry? If so, which one(s)?
 - Yes – Education for Ministry (EFM)
3. Is discipleship formation a high/medium/low priority for your congregation?
 - High
4. What aspects of discipleship formation does your congregation emphasize? Assign numbers from highest (1) to lowest (5). Assign tie scores, if the apply, or enter N/A if your congregation is not at all involved in training for a particular area.
 - a. 1 knowledge of Christianity
 - b. 1 prayer
 - c. 2 communicating faith
 - d. 1 leadership
 - e. 1 outreach
5. Does your congregation use small groups or a cell-group structure for discipling? If so, briefly describe the group arrangements.
 - We use small group formations including EFM, coffee club and prayer group meetings.

6. What does your congregation do for baptismal formation?

Parents or individuals meet with the priest to discuss life in the Christian faith and what that means to the person and the community.

7. What does your congregation do for confirmation formation?

Classes that teach about faith an individual's' journey in faith. The priest encourages participation in the church and weekly service, as well as expressing faith through their day-to-day lives.

8. By your congregation's own measures, how effective is your congregation at discipleship formation?

a. Very Effective

b. Somewhat Effective

c. Needs Work

9. Is your congregation interested in learning more about discipleship formation?

Holy Trinity welcomes new ideas and is open to learning more.

Outreach

Outreach consists of activities in which the church community gives of itself, its life and resources, to the larger community. Outreach work displays Christian commitment in the work of caring for those in need.

1. What outreach activities does your congregation undertake?

Our parish contributes through:

Toy and clothing bales to Northern Ontario reserve
 Backpack collection for children in our community who need them
 Collection of stamps for leprosy project
 Sponsoring children to go to Huron Church Camp
 Donations of time and money to Camp Wendake
 Give away tickets to Holy Trinity community dinners
 Donations to food bank
 Donations to toy drive

Our ACW contributes through:

The food bank
 Huron Hunger Fund
 VON support services
 St. Marion House
 Women's Rural Resource Centre
 Daily Bread
 Sister's of St. John the Divine

2. Is outreach a high/medium/low priority for your congregation?
High
3. Does your congregation have an outreach plan (even an informal one) based on assessment of community needs? Yes/No
Yes
4. If your congregation does not have a plan, does it have any ideas for future outreach work? Yes/No. If yes, then what are the ideas?
5. Are there any systems in place for measuring the effectiveness of your outreach programmes?

Not a system, but we receive multiple thank you emails and cards for our outreach to the community.

6. What sorts of challenges do your congregation's outreach programmes answer? (e.g. local poverty, international violence, local environment)

Hunger

Poverty

Inclusiveness

Health and wellbeing

7. By your own measures, how effective is your congregation at outreach?

We think Holy Trinity does an excellent job at effective outreach. We are proud of our efforts.

8. Is your congregation interested in learning more about outreach opportunities?

Holy Trinity welcomes new ideas and is open to learning more.

Ministry

1. Can officers be consistently found for the congregation? Yes/No

Yes

2. Does your congregation have a lay pastoral care team? Yes/No If so, how active is it?

Yes -we are currently formalizing this team.

3. How many of the following does your congregation have?

___0___ Licensed Lay Readers

___0___ Deacons

___0___ Priest for Specialized Ministry programme participants

___0___ Non-stipendiary and Honorary Assistant priests

4. Has the congregation worked with a Congregational Coach or the Director for Mission and Ministry within the last five years? If so, what was the outcome?

No

5. Does your congregation partner with any other congregations? Might the congregation be wise to consider more/closer partnering?

We partner with the other ecumenical churches in our area which include the United, Catholic and Pentecostal churches for special occasions.

Parish Characteristics

1. What is your average Sunday attendance? (From Diocesan statistics sheet): 107 for 2017. Currently average is 117.
2. How does this compare with:
 - a. Last year? Same Increase % 29% Decrease %
 - b. 10 years ago? Same Increase % 206% Decrease %
3. How many people are in your catchment area? (The area from which you draw the largest part of your attendance.)
 4,700 (Most places in Huron, this number needs to be 30,000 or greater to sustain one Anglican church building, full-time priest, and basic programmes.)
4. What percentage (roughly) of your attendees come because of:
 - a. 100% your location (including traditional associations with the place)
 - b. 100% family
 - c. 100% programmes or activities
 - d. 100% worship style

5. From question 4, a predominance of (a) and (b) makes for a *neighbourhood* church. A predominance of (c) and (d) makes for a *destination* church. A neighbourhood church emphasizes personal relationships and connections with the immediate community; its location is decisive. A destination church emphasizes the characteristics that make it different from other churches, including other Anglican churches, so that its location is less important.

Does your church planning match your type of church?

Holy Trinity fits both of these categories because not only are we a community church for the local congregation but we are also a destination church joined by people from the direct area but also London, St. Mary's, Exeter etc.

6. What percentage of your parishioners are in the following age ranges? Need to scan the church one Sunday

- | | |
|------------|------------|
| a. 80+ | ___ 14 ___ |
| b. 70-79 | ___ 15 ___ |
| c. 60-69 | ___ 20 ___ |
| d. 50-59 | ___ 10 ___ |
| e. 40-49 | ___ 5 ___ |
| f. 30-39 | ___ 5 ___ |
| g. 20-29 | ___ 6 ___ |
| h. 10-19 | ___ 5 ___ |
| i. Birth-9 | ___ 20 ___ |

7. What percentage of total financial givings come from the following age ranges?

- j. 80+ _____
- k. 70-79 _____
- l. 60-69 _____
- m. 50-59 _____
- n. 40-49 _____
- o. 30-39 _____
- p. Birth-29 _____

Everyone in our parish (at every level) gives what they can, from the youngest child who puts a coin in our “little church” at Sunday School to the oldest parishioner. We do not look at specific monetary giving based on the person - only what they add to the congregation through their faith.

Finances

1. Does your parish have regular conversations about the parish's financial circumstances? Yes/No
Yes

2. Does your parish have regular conversations about givings? Yes/No
Yes

3. Are you able to pay all of your bills, including 100% of apportionment, without taking capital from investments? Yes/No
Yes

4. Have you taken money from the capital of your investment funds this year? Yes/No
No

If yes, what percentage of the capital in your investment funds did you remove? _____%

5. What percentage of parish expenses is paid from fundraising? _____0____%
(More than 10% or your total parish budget puts your parish at risk, should the activity be unsuccessful or unsustainable for any reason.)

6. What percentage of parish expenses is paid from interest on investments? _____0____%

7. How many parishioners each donate more than 10% of your operating budget? _____0_____

PROPERTY CONDITION MATRIX

NAME OF PARISH: Holy Trinity Anglican

STREET ADDRESS: 189 Main Street, Lucan

Do you have a survey of the property?	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no			
	If yes please include a copy	If no would you provide a sketch with approximate dimensions			
Do you have a septic bed or are you connected to municipal services?	<input type="checkbox"/> septic bed	<input checked="" type="checkbox"/> municipal services			
If you have a tile bed when was the last time it was looked at?	<input type="checkbox"/> within the last 5 years	<input type="checkbox"/> 5 – 20 years	<input type="checkbox"/> longer	<input type="checkbox"/> do not know	N/A
If you have a well when was the last time it was reviewed or updated?	<input type="checkbox"/> within the last 5 years	<input type="checkbox"/> 5 – 20 years	<input type="checkbox"/> longer	<input type="checkbox"/> do not know	N/A
Is there a cemetery on the property?	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no			
Does the parish have a separate cemetery elsewhere?	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no			
Do you have a propane or oil	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no			

tank on site?					
If you have an oil tank where is it located?	() underground	() inside the building	() do not know		
How many parking spaces do you have on the property?	() spaces on pavement	() spaces on gravel			N/A Street and municipal parking

BUILDINGS

Which of the following buildings does the parish have?	(X) church	() separate parish hall	() rectory	() the # of other buildings	PLEASE complete a separate check list for each building
Approximate age of oldest part of the building?	()	109 years (main church)			
Approximate size of the main floor?	(6,868) sq feet	OR () square metres			
Number of storeys (including basement level) for each building?	() sq feet	OR () square metres			
Size of the entire building including useable basement,	(8,816) sq feet	OR () square metres			

upper floors and balconies?					
Do you have drawings for any of the buildings, floor plans etc.?	() yes	(X) no			
Type of Construction: check one of the following for each building or insert a description	() yes Wood structure with sloped roof and siding on the walls	(X) yes Wood roof structure and floors with masonry	() yes Steel and masonry construction	() yes Other Please describe	

ROOFS

Type of roof (check one for each) If a building has more than one type insert approx. % or area of each	LIFE CYCLE			
Slate	100 years	(80)%		
Cedar shakes or shingles	50 – 75 years	()%		
Asphalt Singles	20 – 30 years	(20)%		
Metal roof	30 years	()%		
Flat roof membrane	25 years	()%		
When was the last time major work or replacement of these roofs	(X) Within the last 5 years	() 5 – 20 years	() longer	() do not know

was done?					
Indicate which section of the roof was addressed?	Asphalt and slate ongoing maintenance				
Do you know the approximate cost of the work completed?	\$ (5000)				
Have you had roof leaks since the last major work?	() yes	(X) no			

EXTERIOR WALLS

Type of walls (check one for each). If a building has more than one type insert approx. % or area of each		LIFE CYCLE			
Masonry	100 years	(100)%			
Metal or plastic siding	50 years	()%			
Wood siding	40 – 80 years	()%			
Other (please describe)		()%			
When was the last time major work was done to	() Within the last 5 years	(x) 5 – 20 years	() longer	() do not know	

the walls?					
Do you know the approx. cost of this work?	\$ (12,000)				
Do you have a bell tower and/or a spire?		70 years	(X) yes	() no	
If yes what is approx. height from ground level to top?			(60) feet OR () metres		
How many stained glass windows do you have?		60 years	(14) windows		
Do they have storm windows?	(X) yes	() no			
When was the last time major work was done to the windows?	(X) Within the last 5 years	() 5 – 20 years	() longer	() do not know	

INTERIOR

Type of heating system (indicate approx. age)		LIFE CYCLE			
	Steam or hot water boiler with radiators	25 – 35 years	() years old		
	Forced air system	25 years	() years old		

Does your system cool as well?	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no			
Has there been a major upgrade to any of the systems since it has been installed (indicate the year)?	<input type="checkbox"/> within the last 5 years	<input type="checkbox"/> 5 – 20 years	<input type="checkbox"/> longer	<input type="checkbox"/> do not know	No
When was the last time the following other interior items were upgraded?					
	Lighting	50 years	<input checked="" type="checkbox"/> within the last 5 years	<input type="checkbox"/> 5 – 10 years	<input type="checkbox"/> longer <input type="checkbox"/> do not know
	Electrical work other than lighting	50 years	<input checked="" type="checkbox"/> within the last 5 years	<input type="checkbox"/> 5 – 10 years	<input type="checkbox"/> longer <input type="checkbox"/> do not know
	Floor finishes	25 years	<input checked="" type="checkbox"/> within the last 5 years	<input type="checkbox"/> 5 – 10 years	<input type="checkbox"/> longer <input type="checkbox"/> do not know
	Wall and ceiling finishes	50 years	<input type="checkbox"/> within the last 5 years	<input checked="" type="checkbox"/> 5 – 10 years	<input type="checkbox"/> longer <input type="checkbox"/> do not know

ACCESSIBILITY – Do you have the following?

Accessible building entrance	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no			
Accessibility to all public areas in the building	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no	Not the basement		
A lift or elevator	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no			
Accessible washrooms	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no			
Accessible pews or designated wheelchair areas (provide the # of spaces provided)	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no			

CURRENT PLANS - DO YOU HAVE ANY EXPANSIONS OR RENOVATIONS PLANNED FOR THE UPCOMING YEAR?

No