

NOTE TO ADMINISTRATOR

We are delighted that your congregation has been nominated for participation in the *Romans 12 Project*. This project seeks to identify vital congregations that embody the Wesleyan model of being and forming disciples. We hope to learn from each congregation and then distribute that information throughout the United Methodist Church in practical and meaningful ways so others might learn as well.

Your congregation was nominated based on one or more of the following criteria:

- ✓ Clarity around the mission and vision of the congregation.
- ✓ Practice of spiritual disciplines both corporately and individually.
- ✓ Nurture of growth in discipleship through mutual support and accountability.
- ✓ Cultivation of intentional and mutual relationships with the most vulnerable the poor, children, the imprisoned, the powerless.
- ✓ Consistent concern for inviting people into relationship with Jesus Christ, combined with wise practices for initiating them into the Body of Christ.
- ✓ Connectional relationships that facilitate participation in God's mission of global transformation.
- ✓ Shared clergy and lay leadership.

To learn more about the project go to www.gbod.org/congregational/romans12.

Our next step is to gather information about each nominated congregation and we need your help. Your role as administrator is two-fold and essential for ensuring the success of this stage in the process.

1. Collect the data asked in the Congregational Statistical Snapshot section of the survey.

Behind this note, you'll find a Congregational Statistical Snapshot document. This represents the questions that will be asked in the online survey. We provide this in paper form to make it easier for you to collect the required information. Many find it useful to collect, review and check data with the Trustees, Administrative committee or other body responsible for monitoring this data.

2. Complete the standard 60-90 minute online survey plus input findings from the Congregational Statistical Snapshot.

As part of the online survey process, you will be asked to "Select the words below that best describe your role within the congregation (please check all that apply)." Please be sure to select "Administrator for this survey" at the bottom of the list in addition to any other descriptors that apply. This will bring up the screens containing the statistical snapshot questions.

Thank you in advance for agreeing to perform this very important role. If you have any questions, please don't hesitate to contact us using the information provided below.

CONGREGATIONAL STATISTICAL SNAP SHOT ADMINISTRATOR'S WORKSHEET

Thank you for providing this important statistical snap shot on behalf of your congregation. If you are reporting on behalf of a group or committee, please indicate so by naming that body here: _____

Official Name of Congregation: _____

Church address: _____

Church website: _____

Annual Conference: _____

Jurisdiction: _____

Please select the best description of your church's setting:

- CENTRAL DOWNTOWN** area in a **METRO CITY** (City has population greater than 50,000, or any city in Metro Area with population greater than 50,000).
- Outer area of, but still **INSIDE** the **CITY** limits of a **METRO CITY** (City greater than 50,000, or any city in a Metro Area with population greater than 50,000).
- In the **SUBURBS**, outside of the official city limits, but still in the **METRO AREA** (area greater than 50,000 or area with city greater than 50,000).
- In a **NON-METRO CITY** or **TOWN** (city or town with population less than 50,000 & area less than 50,000).
- In the immediate **SUBURBAN** area just outside of **RURAL NON-METRO** town (suburban area of city or town less than 50,000 & area population less than 50,000).
- In a **RURAL NON-METRO AREA** removed from any town or city.
- Other (please put in the population and approximate percentage of population that commutes to another city or town.

Racial/Ethnic Composition of Congregation's Neighborhood (75% or more):

- | | | |
|---|---|--|
| <input type="checkbox"/> African American | <input type="checkbox"/> Asian American | <input type="checkbox"/> Caucasian/Anglo |
| <input type="checkbox"/> Hispanic | <input type="checkbox"/> Multicultural | <input type="checkbox"/> Native American |
| <input type="checkbox"/> Pacific Islander | <input type="checkbox"/> Other (describe) _____ | |

Racial/Ethnic Composition of Congregation (75% or more):

- | | | |
|---|---|--|
| <input type="checkbox"/> African American | <input type="checkbox"/> Asian American | <input type="checkbox"/> Caucasian/Anglo |
| <input type="checkbox"/> Hispanic | <input type="checkbox"/> Multicultural | <input type="checkbox"/> Native American |
| <input type="checkbox"/> Pacific Islander | <input type="checkbox"/> Other (describe) _____ | |

Age of church in current setting/location: _____

What best describes your type of congregation?

- New Church (pre-launch):** New church in 1st - 2nd year of development, moving towards launching weekly worship.
- New Church (post launch):** New congregation in years 2-7 that has started weekly worship.
- Turning Around:** Congregation has seen a steady decline over the last 5 years; is developing a strategy for revising its decline.
- Re-Focusing:** Congregation has remained the same for years; is looking for ways to refocus & renew its ministries.
- High Potential:** Congregation has experienced steady growth over last 5 years; is building strategy for continued growth & development.
- Multi-site:** Congregation offers ministry in multiple locations in its community.

1. What percentage of your congregation is:

- i. Children (12 & Under) _____
- ii. Youth (13-18) _____
- iii. Young adults (19-30) _____
- iv. Middle adults (31-64) _____
- v. Older adults (65 and older) _____

2. How Many Members:

- a. In 2006 _____ How many of these are "active" _____
- b. In 2005 _____ How many of these are "active" _____
- c. In 2004 _____ How many of these are "active" _____
- d. In 2003 _____ How many of these are "active" _____
- e. In 2002 _____ How many of these are "active" _____

How do you define "active"?:

3. Average Worship Attendance:

- a. In 2006 _____
- b. In 2005 _____
- c. In 2004 _____
- d. In 2003 _____
- e. In 2002 _____

How did you calculate "average"?:

4. Average Small Group (faith formation) Attendance:

- a. In 2006 _____
- b. In 2005 _____
- c. In 2004 _____
- d. In 2003 _____
- e. In 2002 _____

5. How Many Professions of Faith:
- a. In 2006 _____
 - b. In 2005 _____
 - c. In 2004 _____
 - d. In 2003 _____
 - e. In 2002 _____
6. How Many Transfers from Non-UM Churches:
- a. In 2006 _____
 - b. In 2005 _____
 - c. In 2004 _____
 - d. In 2003 _____
 - e. In 2002 _____
7. What % of apportionments (the financial askings of your annual conference) did your congregation pay?
- a. In 2006 _____
 - b. In 2005 _____
 - c. In 2004 _____
 - d. In 2003 _____
 - e. In 2002 _____
8. Average number of participants in ministries per week: _____
9. Please define, in percentages or actual figures, the amount spent in the following areas:
- a. Apportionments: _____
 - b. Outreach (mercy & social justice): _____
 - c. Administration: _____
 - d. Program Development: _____
 - e. Christian Education: _____
 - f. Evangelism: _____
 - g. Training: _____
 - h. Other (describe/amount): _____
10. Our congregation always pays our apportionments in full every year.
- Strongly agree Agree Disagree Strongly disagree Don't Know
11. Almost all members in our congregation give liberally to the ministries and services of our congregation.
- Strongly Agree Agree Disagree Strongly Disagree Don't Know
12. We are able to fund any new ministry we develop.
- Strongly Agree Agree Disagree Strongly Disagree Don't Know

13. The giving of participants in our congregation extends far beyond the operational needs of our own congregation.

Strongly Agree Agree Disagree Strongly Disagree Don't Know

14. Please describe your most successful fund development strategies:

15. How many participants in the congregation know their spiritual gifts?

Very few Less than half Half More than half Almost all

16. Of the total number of people participating in the ministries of the congregation, how many take an active leadership role?

Very few Less than half Half More than half Almost all

17. Please describe your leadership training system:

a. How often is leadership training offered?

b. What percentage of all leaders fully participate in this system?

c. What percentage of leaders are:

i. Clergy? _____

ii. Lay? _____

1. What is the average age of lay leaders? _____

2. What is the age range of lay leaders? _____

18. How long has your current pastor been pastor? _____
19. What was your previous pastor's tenure? _____
20. The average tenure for a pastor in our congregation is:
- 0-1 years 2-3 years 4-6 years 7-9 years 10 or more years

21. What is the average tenure of paid and volunteer staff? First list the position and then the average tenure:

Position:	Paid or Volunteer	Average Tenure:
	P V	
	P V	
	P V	
	P V	
	P V	

The next three questions are about faith formation activities. Please consider all activities which are designed to help people grow in their faith (e.g., Bible study, Sunday school, small groups, mission opportunities, etc.).

22. How many adults participate in faith formation activities each week?
- Very Few Less than Half Half More than Half Almost All Don't Know
23. How many youth (13-18) participate in faith formation activities each week?
- Very Few Less than Half Half More than Half Almost All Don't Know
24. How many children (12 & under) participate in faith formation activities each week?
- Very Few Less than Half Half More than Half Almost All Don't Know
25. How many regular worship services do you have during the week?
- 1 2 3 4 5 or more

If you answered "1," please skip to question 29.

26. Are these services
- The same
- Different
27. Which of your worship services attract the most people? Please describe the service in terms of time, location and type of music (UM hymnal, contemporary music sources, blend, etc.)

28. In the service with the highest average numbers in worship, how often do you use the following in worship:

Piano/Organ:	Never	Seldom	Sometimes	Almost Always
Electric Guitar:	Never	Seldom	Sometimes	Almost Always
Drums:	Never	Seldom	Sometimes	Almost Always
Visual Projection Equipment:	Never	Seldom	Sometimes	Almost Always

29. Where are your worship services held? (check all that apply)

- Main Sanctuary
- Chapel
- Fellowship hall/gym
- On more than one campus
- Other (specify) _____

30. How many people can be seated in your main sanctuary? (check one)

- 100 or less
- 101 to 200
- 201 to 300
- 301 – 500
- 501 – 750
- 751 – 1,000
- 1,000 or more

31. In the last five years our congregation has changed the worship style:
 Significantly Moderately little or none