

THE 2021 SPECIAL REPORT OF EPISCOPAL CONGREGATIONS AND MISSIONS
ACCORDING TO CANONS I.6, I.7, AND I.17
(OTHERWISE KNOWN AS THE PAROCHIAL REPORT)



Name of Congregation		Diocese	
Street Address 1		City	State
Street Address 2	Zip + 4	County	Country
Mailing Address 1		Mailing City	State
Mailing Address 2	Zip + 4	County	Country
Email Address	Congregation's Web Address		Phone #
Federal Tax ID #			

Report Preparation

Membership, Attendance, & Services - Pages Prepared by:	Email Address:	Daytime Phone:
Stewardship & Financial - Pages Prepared by:	Email Address:	Daytime Phone:

Certification by the Clerk of the Vestry

Certified by (Print or type name)	Email Address:	Daytime Phone:
Signature	Date	

Certification by the Treasurer/Financial Vestry Officer

Certified by (Print or type name)	Email Address:	Daytime Phone:
Signature	Date	

Certification by the Rector/Vicar/Priest-in-Charge

Certified by (Print or type name)	Email Address:	Daytime phone
Signature	Date	

Warden/Vestry Approval

Warden (Print or type name)	Email Address:	Daytime Phone:
Indicate the date that your 2021 Parochial Report was approved by the vestry or Bishop's Committee (Canon I.6.1)		Date

Parochial Report Completion

How many people participated in completing this parochial report?	
Please identify the roles of those who participated in completing this parochial report (Not including vestry members who only voted to approve it):	
<i>Examples: Rector/Vicar, Wardens, Vestry Member, Treasurer, Staff Member, Volunteer</i>	

Congregation

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Membership, Attendance and Services of the Reporting Congregation**Using Last Year's Report:**

Active Baptized Members of the
Reported Congregation
Reported Last Year

Using the 2020 Parochial report, record the **Number of Baptized Members**

Reported as of December 31, 2020. (See your 2020 Parochial Report, Box M20)

Members Reported Last Year = M20

Using the Register of Church Membership and Rites:

During the Report Year

Increases in Membership

1. Increases during year: All members added to the baptized members section of the congregation's Membership Register during 2021 by: baptism, confirmation/reception, or transfer; and those persons restored from inactive status, or not counted in last year's membership count.

Total Increases = 1.

Decreases in Membership

2. Decreases during year: All active baptized members lost by death, transferred to another congregation, removed to inactive status in the Register of Church Membership and Rites, removed for other reasons, or not removed from last year's membership count.

Total Decreases = 2.

Active Baptized Members of
the Reporting Congregation
at Year-End

M20. Add the increases entered in box 1 to **Box M19**. Then subtract the decreases entered in box 2 for the total active membership as of December 31, 2021

Total Active Baptized Members (end of report year) = M21

Communicants in Good
Standing of the Reporting
Congregation

Communications in good standing: Baptized members of the reporting congregation who "have received Holy Communion **at least three times** during the preceding year" and are faithful "in corporate worship, **unless for good cause prevented**," and "in working, praying, and giving for the spread of the Kingdom of God."

Youth Communicants
In Good Standing

3. Adult communicants in good standing (age 16 and over) =

3.

4. Youth communicants in good standing (under age 16) =

4.

5. Total Communicants in Good Standing (sum of 3 and 4) =

5.

Others Active

6. Others who are active who baptisms are **not** recorded in the Membership Register, or in another Episcopal congregation.

Others = **6.**

Using the Service Register: [count in-person worship attendance ONLY. Do not include online participation numbers.]

Average Sunday Attendance
for 2021

7. Sunday (& Saturday Evening) Attendance Divide total attendance by the total number of Sundays when services were held.

Total Attendance:

Total # of Sundays:

Average Sunday Attendance= **7.**

Weekday Attendance in Congregations without Sunday Attendance

8. Average In-person Principal Worship Service Attendance on a Weekday (for congregations without Sunday or Saturday evening services) =

8.

Easter and Christmas

9a. Total In person Easter Sunday Attendance (including Easter Vigil):

9a

9b. Total In person Christmas Eve and Christmas Day Attendance:

9b

Sacraments & Services:

Provide information for in-person and online services *separately*.
Click [here](#) for clarity.

**In-person
Services**

**Online
Services**

Number of Holy Eucharists
Celebrated During 2021

10. Total Sunday & Saturday Evening Eucharists

(10)

11. Total Weekday Eucharists

(11)

12. Total Private Eucharists

(12)

Daily Offices and Other
Services Held During 2021

13. Daily Offices on Sunday or Saturday Evening

(13)

14. Daily Offices Held on Weekdays

(14)

15. Marriages Conducted in 2021

(15)

16. Burials Conducted in 2021

(16)

Using the Register of Church Membership and Rites:

Baptisms in 2021

17. Baptisms 16 years and older

(17)

18. Baptisms under 16 years of age

(18)

Confirmation in 2021

19. Confirmations 16 years and older

(19)

20. Confirmations under 16 years of age

(20)

Received in 2021

21. Received by a Bishop

(21)

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Education

- 23.** Regular Sunday or weekday adult education programs held? ☐ Yes ☐ No
- 24a.** Number of adults engaged in religious education or spiritual formation _____
- 24b.** Number of children and youth engaged in religious education or spiritual formation _____
- 24c.** What was the impact, if any, of the pandemic on participation of children, youth, and adults in religious education or spiritual formation?
- ☐ significantly less ☐ Less ☐ about the same ☐ slightly more ☐ significantly more
- 24d.** How were religious education or spiritual formation programs held?
- ☐ In-person ☐ Online ☐ Both

Languages in which Worship is conducted:

Circle all that apply

- 25.** English | Spanish | French | Haitian Creole | Mandarin | Tagalog | Hmong | American Sign Language
- 26.** Other (please list) _____

2021 worship during the Pandemic:

1.	In what ways has your community worshipped this year? (Check all that apply)
	<input type="checkbox"/> In-Person Indoors <input type="checkbox"/> In-Person Outdoors <input type="checkbox"/> Online <input type="checkbox"/> Hybrid
2.	Do you track online participants/viewers <input type="checkbox"/> Yes <input type="checkbox"/> No
	2a. If you answered yes, how do you count online participation/viewers? <i>(examples: Number of devices, unique views, a formula to calculate number of viewers per device)</i> _____
	2b. Optional: If you have online numbers for worship what is your average weekly online worship participation? _____
3.	What COVID safety measures, if any, were used for attending in-person worship? <i>(masks, vaccination requirement, etc.)</i> _____ _____
4.	What were the source of COVID safety measures taken? Check all that apply
	<input type="checkbox"/> Diocese/Bishop <input type="checkbox"/> Church Committee <input type="checkbox"/> CDC <input type="checkbox"/> State <input type="checkbox"/> County <input type="checkbox"/> Other _____

Racial Justice and Reconciliation:

- 5.** We invite you to tell stories of how you have spent the last year naming, addressing, and dismantling the injustices of racism in yourselves, congregations, and your communities.

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Stewardship and Financial Information of the Reporting Congregation**Giving Information for 2021:**

Please indicate the reporting currency: _____

US DOLLAR

OTHER CURRENCY

Number of Pledges

1. Number of confirmed pledges for 2021 report year (1)

Total \$ Pledged

2. Total dollar amount pledged for 2021 report year (2)

\$

Report of Revenues and Expenses for 2021:**Operating Revenues**

3. Plate offerings, pledge payments & regular support (3)

4. Money from investments used for operations in 2021 (4)

5. Other operating income
• Include your Paycheck Protection Program (PPP) loan in line 5 only if it has been converted to a grant.
• Enter the amount of your PPP loan on the next page (line 23) whether or not it was converted. (5)

6. Unrestricted bequests used for operations (6)

Subtotal Normal Operating Income (3+4+5+6) = A

7. Assistance from diocese for operating budget (7)

Total Operating Revenues (A + 7) = B**Non-Operating Revenues**

8. Capital funds, gifts & additions (8)

9. Additions to endowment & other investment funds (9)

10. Contributions & grants for congregation-based outreach & mission programs (10)

11. Funds for transmittal to other organizations (11)

Subtotal Non-Operating Revenues (8+9+10+11) = C**Total All Revenues (B+C) = D****Operating Expenses**

12. To diocese for assessment, appointment, or fair share (12)

13. Outreach from operating budget (13)

14. All other operating expenses (14)

Subtotal Operating Expenses (12+13+14) = E**Non-Operating Expenses**

15. Major improvements & capital expenditures (15)

16. Expenses for congregation's outreach & mission (16)

17. Funds contributed to Episcopal seminaries (17)

18. Funds sent to other organizations (18)

Subtotal Non-Operating Expenses (15+16+17+18) = F**Total All Expenses (E+F) = G****At Year-End:**

19. Total cash in all checking & savings accounts (19)

As of December 31, 2021

20. Total investments at market value (not including cash reported in line 19) (20)

Continuing Stewardship and Financial Information of the Reporting Congregation

Information for 2021:

21. If your congregation received a Paycheck Protection Program loan in 2020, was the loan forgiven in 2021? ☐ Yes ☐ No

If yes, how much was forgiven? \$ _____

22. Did your congregation qualify and apply for a second round Paycheck Protection Program (CARES Act) loan for 2021? ☐ Yes ☐ No

23. Did your congregation receive a Paycheck Protection Program loan for 2021? ☐ Yes ☐ No

If yes, how much did your congregation receive? \$ _____

24. Has the 2021 loan been forgiven?

☐ Yes

☐ No

☐ In Process

☐ Have not applied yet

If yes, how much was forgiven? \$ _____

25. Please provide an estimate of additional expenses your congregation incurred in 2021 due to the pandemic (equipment for broadcasting services, Zoom and other subscriptions, personal protective equipment, sanitizing supplies, additional liturgical expenses, etc.).

\$ _____

26. If you have an endowment or reserve funds, how did usage of those funds in 2021 change compared to 2020?

☐ increased ☐ decreased ☐ same

27. If you take an endowment draw what was the percentage draw for 2021? _____

28. How significant was the actual negative impact of the pandemic on your congregation's finances for 2021, compared to the answer you provided last year (item 27, page 5)?

☐ Very significant

☐ somewhat significant

☐ neutral

☐ somewhat insignificant

☐ very insignificant

Comments:

29. How significant is the negative impact of the pandemic on your congregation's finances for 2022?

☐ Very significant

☐ somewhat significant

☐ neutral

☐ somewhat insignificant

☐ very insignificant

Comments:

30. Does the congregation have any outstanding debt? ☐ Yes ☐ No

If yes, how much? \$ _____

What is the debt for? _____

Narrative Questions

Clergy, Vestry and Staff are encouraged to participate in answering these questions.

1. Looking toward the future, what changes do you hope to see in your faith community? What does your community need in order to bring about these changes?

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Priest(s) Serving this Congregation

Last name of Rector, Vicar, Dean, Priest-in-Charge or interim	First Name	Middle Name
Title of position	Year ordained (priest)	Diocese of canonical residence
Employment status at this congregation: <input type="checkbox"/> Full time <input type="checkbox"/> Part time <input type="checkbox"/> Non-stipendiary	Year called to this congregation:	Church pension status: <input type="checkbox"/> Active <input type="checkbox"/> Retiree <input type="checkbox"/> Non-active
Name of other congregation(s) currently served by this priest		

Last name of associate priest, assistant priest or curate	First Name	Middle Name
Title of position	Year ordained (priest)	Diocese of canonical residence
Employment status at this congregation: <input type="checkbox"/> Full time <input type="checkbox"/> Part time <input type="checkbox"/> Non-stipendiary	Year called to this congregation:	Church pension status: <input type="checkbox"/> Active <input type="checkbox"/> Retiree <input type="checkbox"/> Non-active

Last name of associate priest, assistant priest or curate	First Name	Middle Name
Title of position	Year ordained (priest)	Diocese of canonical residence
Employment status at this congregation: <input type="checkbox"/> Full time <input type="checkbox"/> Part time <input type="checkbox"/> Non-stipendiary	Year called to this congregation:	Church pension status: <input type="checkbox"/> Active <input type="checkbox"/> Retiree <input type="checkbox"/> Non-active

Last name of associate priest, assistant priest or curate	First Name	Middle Name
Title of position	Year ordained (priest)	Diocese of canonical residence
Employment status at this congregation: <input type="checkbox"/> Full time <input type="checkbox"/> Part time <input type="checkbox"/> Non-stipendiary	Year called to this congregation:	Church pension status: <input type="checkbox"/> Active <input type="checkbox"/> Retiree <input type="checkbox"/> Non-active

If you have more than 4 priests who serve this congregation on a regular basis, complete this form online (where additional blanks will be generated) or attach a page to this paper form.

If you have no resident priest at present, who leads Sunday worship services? (Check all that apply)

- ☐ Supply ☐ Priest(s) ☐ Deacon Lay worship leader Other: _____ (e.g. lay vicar)
☐ A long-term supply priest _____ (Give full name of long-term supply)

Deacon(s) Serving this Congregation

Last name of Deacon #1	First Name	Middle Name
<input type="checkbox"/> Deacon (vocational) <input type="checkbox"/> Transitional Deacon	Year ordained (priest)	

Last name of Deacon #2	First Name	Middle Name
<input type="checkbox"/> Deacon (vocational) <input type="checkbox"/> Transitional Deacon	Year ordained (priest)	

Name(s) of other congregation(s) currently served by these priests (if any)

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Explanation of Unique or Unusual Clergy Situation

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Outreach Ministries and Volunteer Activity of this Congregation

Using the check boxes below, please indicate whether your congregation provided any of the following community service or outreach ministries during 2021. **If yes**, indicate how many volunteers involved.

For 2021, please estimate in the space provided approximately how many people were **new** volunteers this year.

Please also estimate in the space provided approximately how many people were helped or served **each month** by the ministry.

And, for 2021, using the checkboxes below, please indicate whether this is a new ministry for your congregation this year.

	No	Yes	Yes	Yes	Yes
		Is this a new ministry in 2021?	Estimated number of volunteers involved	Estimated number of new volunteers	Estimated number of people served
			(Provide a total figure only. No symbols or text.)		
1. Food pantry, soup kitchen or meal projects	<input type="checkbox"/>	<input type="checkbox"/>			
2. Sustainable food garden/cooperative (such as "Farm to Tray")	<input type="checkbox"/>	<input type="checkbox"/>			
3. Cash, vouchers or help with rent/utilities	<input type="checkbox"/>	<input type="checkbox"/>			
4. Day care, pre-school, before or after-school programs	<input type="checkbox"/>	<input type="checkbox"/>			
5. Tutoring or literacy programs	<input type="checkbox"/>	<input type="checkbox"/>			
6. Health programs (parish nurse, clinics, health education, etc.)	<input type="checkbox"/>	<input type="checkbox"/>			
7. Community organizing, organized social issue advocacy	<input type="checkbox"/>	<input type="checkbox"/>			
8. Job placement, job training, employment counseling	<input type="checkbox"/>	<input type="checkbox"/>			
9. Building projects (such as Habitat for Humanity)	<input type="checkbox"/>	<input type="checkbox"/>			
10. Support groups (bereavement, divorce, job loss, 12-step, etc.)	<input type="checkbox"/>	<input type="checkbox"/>			
11. Programs for the elderly and homebound persons	<input type="checkbox"/>	<input type="checkbox"/>			
12. Clothes closet, thrift store	<input type="checkbox"/>	<input type="checkbox"/>			
13. Homeless or no-freeze shelter	<input type="checkbox"/>	<input type="checkbox"/>			
14. Relief organizations, Overseas sponsorships or partnerships, Companion parish/Diocese relationship	<input type="checkbox"/>	<input type="checkbox"/>			
15. Refugee resettlement	<input type="checkbox"/>	<input type="checkbox"/>			
16. Ecumenical or Interfaith Partnerships	<input type="checkbox"/>	<input type="checkbox"/>			
17. Other, not listed.	<input type="checkbox"/>	<input type="checkbox"/>			