

**THE 2020 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
Mailing Address 1		Mailing City	State
Mailing Address 2		Zip + 4	Phone #
Federal Tax ID #	Email Address	Congregation's Web Address	

**Report Preparation**

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

**Certification by the Clerk of the Vestry**

Certified by (Print or type name)	
Signature	Date

**Certification by the Treasurer/Financial Vestry Officer**

Certified by (Print or type name)	
Signature	Date

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

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

**Vestry Approval**

Indicate the date that your 2020 Parochial Report was approved by the vestry or Bishop's Committee (Canon I.6.1)	Date
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**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):	

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**Membership, Attendance and Services of the Reporting Congregation**

**Using Last Year's Report:**

Using the 2019 Parochial report, record the **Number of Baptized Members Reported as of December 31, 2019.** (See your 2019 Parochial Report, Box M19)

Active Baptized Members of the Reported Congregation Reported Last Year

Members Reported Last Year = M19

**Using the Register of Church Membership and Rites:**

During the Report Year

**1. Increases during year:** All members added to the baptized members section of the congregation's Membership Register during 2020 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.

Increases 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.

Decreases in Membership

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, 2020

Total Active Baptized Members (end of report year) = M20

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:**

Average Sunday Attendance for 2020

**7. Sunday (& Saturday Evening) Attendance** Divide total attendance by the total number of Sundays when services were held. For 2020, calculate Average Sunday Attendance for January 1 through March 1 only.

Average Sunday Attendance= 7.

Weekday Attendance in Congregations without Sunday Attendance

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

**Sacraments & Services:**

Provide information for in-person and online separately. Count in-person worship that was also streamed as in-person worship. Click [here](#) for clarity.

Number of Holy Eucharists Celebrated During 2020

10. Total Sunday & Saturday Evening Eucharists (10)  In-person  Online

11. Total Weekday Eucharists (11)

12. Total Private Eucharists (12)

Daily Offices and Other Services Held During 2020

13. Daily Offices on Sunday or Saturday Evening (13)

14. Daily Offices Held on Weekdays (14)

15. Marriages Conducted in 2020 (15)

16. Burials Conducted in 2020 (16)

**Using the Register of Church Membership and Rites:**

Baptisms in 2020

17. Baptisms 16 years and older (17)

18. Baptisms under 16 years of age (18)

Confirmation in 2020

19. Confirmations 16 years and older (19)

20. Confirmations under 16 years of age (20)

Received in 2020

21. Received by a Bishop (21)

**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 of the pandemic on participation of children and youth in religious education or spiritual formation?

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significantly less   
  less   
  about the same   
  slightly more   
  significantly more

**24d.** What was the impact of the pandemic on participation of adults in religious education or spiritual formation?

significantly less   
  less   
  about the same   
  slightly more   
  significantly more

**Languages in which Worship is conducted:**

Check all that apply

25. English     Spanish     French     Other

26. Other (please list)

**2020 worship during the Pandemic:**

<b>1.</b>	Did you offer online worship prior to the pandemic?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>2.</b>	Did you offer online worship during the pandemic?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	<b>2a.</b> If you answered yes, was worship		
	<input type="checkbox"/> produced solely by your congregation		
	<input type="checkbox"/> produced in collaboration with other congregations or the diocese?		
	<b>2b.</b> If you answered no, did you direct the congregation to online worship by other congregations?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>3.</b>	What platforms did you use for worship? <i>(Check all that apply)</i>		
	<input type="checkbox"/> Facebook	<input type="checkbox"/> Zoom Meeting	<input type="checkbox"/> Zoom Webinar
	<input type="checkbox"/> YouTube, Vimeo, etc.	<input type="checkbox"/> Streaming service on church website	<input type="checkbox"/> Radio/Audio streaming service
	<input type="checkbox"/> Conference Call	<input type="checkbox"/> None	<input type="checkbox"/> Other: _____
<b>4.</b>	Was your online worship primarily livestreamed or prerecorded?		
	<input type="checkbox"/> Livestreamed	<input type="checkbox"/> Prerecorded	<input type="checkbox"/> Both
<b>5.</b>	If livestreaming services was new to your congregation during the pandemic, do you plan to continue streaming services after restrictions are lifted?		
	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
<b>6.</b>	Where did you record or stream virtual services? <i>(Select one)</i>		
	<input type="checkbox"/> From the church building	<input type="checkbox"/> From home(s)	
	<input type="checkbox"/> Combination of church building and home(s)	<input type="checkbox"/> Other: _____	
<b>7.</b>	Did you return to in-person worship in 2020?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>8.</b>	What metrics or analytics are you tracking for online worship? <i>(check all that apply)</i>		
	<input type="checkbox"/> Total Views	<input type="checkbox"/> Unique views	<input type="checkbox"/> Viewed live vs viewed recording later
	<input type="checkbox"/> Geographical location of viewers	<input type="checkbox"/> Estimate of viewers per device	<input type="checkbox"/> None
<b>9.</b>	Does most of your congregation have access to broadband internet and devices to view online worship?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

**Racial Justice and Reconciliation:**

**10.** Our congregation is actively addressing and working toward racial justice and reconciliation  Yes     No

**11.** Working toward racial justice and reconciliation is a priority for our congregation

Strongly Disagree   
  Disagree   
  Neutral   
  Agree   
  Strongly Agree

To be answered by the Vestry/Bishop's Committee

**12.** The Vestry/Bishop's Committee is committed to working toward racial justice and reconciliation

Strongly Disagree   
  Disagree   
  Neutral   
  Agree   
  Strongly Agree

To be answered by the Rector/Vicar

**13.** The Rector/Vicar/Clergy are committed to working toward racial justice and reconciliation

Strongly Disagree   
  Disagree   
  Neutral   
  Agree   
  Strongly Agree

**Stewardship and Financial Information of the Reporting Congregation**

**Giving Information for 2020:**

<b>Number of Pledges</b>	1.	Number of confirmed pledges for 2020 report year	(1)	_____
<b>Total \$ Pledged</b>	2.	Total dollar amount pledged for 2020 report year	(2)	\$ _____

**Report of Revenues and Expenses for 2020:**

<b>Operating Revenues</b>	3.	Plate offerings, pledge payments & regular support	(3)	_____
	4.	Money from investments used for operations in 2020	(4)	_____
	5.	Other operating income, including unrestricted gifts & restricted gifts used for operations & contributions from congregation's organizations <ul style="list-style-type: none"> <li>• Include your Paycheck Protection Program (PPP) loan in line 5 only if it has been converted to a grant.</li> <li>• Enter the amount of your PPP loan on the next page (line 22) whether or not it was converted.</li> </ul>	(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)	_____
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**Total Operating Revenues (A + 7) = B**

<b>Non-Operating Revenues</b>	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**

<b>Operating Expenses</b>	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**

<b>Non-Operating Expenses</b>	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**

<b>At Year-End:</b>				
<b>As of December 31, 2020</b>	19.	Total cash in all checking & savings accounts	(19)	_____
	20.	Total investments at market value (not including cash reported in line 19)	(20)	_____

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**Continuing Stewardship and Financial Information of the Reporting Congregation**

**Information for 2020:**

21. Did your congregation apply for Paycheck Protection Program (CARES Act) loan?  Yes  No

22. Did your congregation receive a Paycheck Protection Program loan?  Yes  No  
If yes, how much did your congregation receive? \$ \_\_\_\_\_

23. Has the loan been forgiven?  
 yes  no  in process  have not applied yet

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

25. Did you change your approach to stewardship/fundraising in light of the pandemic?  Yes  No  
If yes, please explain:

26. If you have an endowment or reserve funds, how did usage of those funds in 2020 change compared to 2019?  
 increased  decreased  same

27. How significant is the negative impact of the pandemic on your congregation's finances for 2021?  
 Very significant  somewhat significant  neutral  somewhat insignificant  very insignificant

Comments:

**Narrative Questions**

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

1. What were the primary opportunities, innovations and challenges in conducting worship during the pandemic? What did you learn?

2. What are the primary opportunities and challenges your church is facing as it plans for the future?

3. What three things have changed the most in how the church conducts its ministry?

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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

--

**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 2020. If yes, indicate how many volunteers involved.

For 2020, 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 2020, using the checkboxes below, please indicate whether this is a new ministry for your congregation this year.

	Ministry of the Congregation	Is this a new ministry in 2020?	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. Overseas sponsorships, microloans, Heifer Project, Haiti relief	<input type="checkbox"/>	<input type="checkbox"/>			
15. Other, not listed:	<input type="checkbox"/>	<input type="checkbox"/>			