

CLERK'S ANNUAL QUESTIONNAIRE FOR YEAR ENDING DECEMBER 31, 2008

Return to Presbytery Clerk By _____ 2009

SYNOD AND PRESBYTERY

	CHURCH PIN	LOCATION OF CHURCH (CITY OR TOWN, STATE)	NAME OF CHURCH
MAILING ADDRESS OF CHURCH AS RECORDED BY THE OFFICE OF GENERAL ASSEMBLY			

Clerks of Session May Find it Necessary to Consult With Pastors or Treasurers on Some Questions
The reason for asking each question can be found on the back page.

Form may be completed on the web: www.pcusa.org/clerks2008

Guest Preachers

- Q-1. The 1999 General Assembly urged all congregations to *invite* racial-ethnic ministers to preach during Sunday worship services at least annually. Did your congregation invite a racial-ethnic minister (other than your pastor if he or she is a racial-ethnic minister) to preach during 2008?
- 1 Yes → Q-1a. If yes, on how many Sundays did a racial-ethnic minister serve as guest preacher? (If all invitations were turned down, enter "0" – zero.) _____
- 2 No → Q-1b. If no, when was the last time your congregation invited a racial-ethnic minister to preach there?
- | | |
|--|---|
| <input type="checkbox"/> 1 During 2007 | <input type="checkbox"/> 4 7-9 years ago |
| <input type="checkbox"/> 2 2-3 years ago | <input type="checkbox"/> 5 10 years ago or more |
| <input type="checkbox"/> 3 4-6 years ago | <input type="checkbox"/> 6 Never/don't know |

Educational Ministries

- Q-2. Does your church provide **at least 10 hours** of instruction for those who are seeking to be:
- | | | |
|-----------------------------|---|---|
| No | Yes → | If Yes, Name and Email Address of Contact Person (please print): |
| a. Baptized as adults?..... | <input type="checkbox"/> 1 <input type="checkbox"/> 2 | _____ |
| b. Confirmed? | <input type="checkbox"/> 1 <input type="checkbox"/> 2 | _____ |
- Q-3. Does your church provide **at least 4 hours** of instruction for those who are seeking to:
- | | | |
|--|---|---|
| No | Yes → | If Yes, Name and Email Address of Contact Person (please print): |
| a. Join the church by certificate of transfer? | <input type="checkbox"/> 1 <input type="checkbox"/> 2 | _____ |
- Q-4. Are you interested in educational materials for use in such educational ministries? (Please check **all** that apply.)
- 1 Yes, for those seeking to be baptized
- 2 Yes, for those seeking to be confirmed
- 3 Yes, for those seeking to join the church by transfer of church letter
- 4 No
- Q-5. Please tell us about your congregation's formal, intentional educational opportunities that occur on a **weekly** basis. First, indicate if educational opportunities are offered regularly during each time period below. If "yes," indicate what age groups are included and where these offerings are held.

Concerning formal, intentional educational opportunities:	Offered?		For What Ages? (Check <i>all</i> that apply.)				Where? (Check <i>all</i> that apply.)		
	No	Yes	Pre-School	Ages 5 to 16	Youth (17-25)	Adults	At Church	In Homes	Else-Where
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
a. On Sunday morning	<input type="checkbox"/> 1	<input type="checkbox"/> 2 →	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. On Sunday afternoon or evening	<input type="checkbox"/> 1	<input type="checkbox"/> 2 →	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. On mid-week mornings or afternoons ..	<input type="checkbox"/> 1	<input type="checkbox"/> 2 →	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. On mid-week evenings	<input type="checkbox"/> 1	<input type="checkbox"/> 2 →	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Other (specify): _____ ..	<input type="checkbox"/> 1	<input type="checkbox"/> 2 →	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- Q-6. Which of the following sources has your congregation used in the past year to find resources, people, assistance, and information for your educational ministries?
- | | |
|--|--|
| <input type="checkbox"/> 1 PC(USA) Web site (www.pcusa.org) | <input type="checkbox"/> 7 Presbytery Resource Center |
| <input type="checkbox"/> 2 Presbytery or synod Web sites | <input type="checkbox"/> 8 Conferences and other events |
| <input type="checkbox"/> 3 Non-PC(USA) Web sites | <input type="checkbox"/> 9 Electronic newsletters or email you've received |
| <input type="checkbox"/> 4 Presbytery or synod mailings or newsletters | <input type="checkbox"/> 10 Facebook groups |
| <input type="checkbox"/> 5 Articles or ads in PC(USA) publications | <input type="checkbox"/> 11 Other (please specify): _____ |
| <input type="checkbox"/> 6 Direct mail from other sources | |

- Q-7. Which of the following methods would your congregation be likely to use to improve its lifelong learning and faith formation programs? (Check **all** that apply.)
- 1 Accessing free online resources and tools
 - 2 Participating in face-to-face educational consultations with trained volunteers in your presbytery
 - 3 Sending congregational leaders to regional training events
 - 4 Other (please specify): _____

Youth Ministries

- Q-8. How would you describe the participation and attendance of youth (ages 13 to 18) at your church? (Check **all** that apply.)
- 1 We have a core group of youth who attend regularly
 - 2 The group participating changes from week to week
 - 3 Different groups participate in worship and in youth group meetings or activities
 - 4 Most participants are from our own congregation
 - 5 We have a mix of youth from our congregation and youth from the community who participate here
 - 6 Most participants are from the community
 - 7 Youth participation ebbs and flows based on the type of activity
 - 8 Other (please specify): _____
 - 9 We have no youth participating here → *Skip to Q-12*

- Q-9. How are youth (ages 13 to 18) involved in the life of your congregation? (Check **all** that apply.)
- 1 We have an elder or deacon who is 13 to 18 years old
 - 2 Youth regularly serve as worship liturgists
 - 3 We seek the input of youth for the ministry vision of the congregation
 - 4 We seek the input of youth when developing policies and guidelines for youth ministry
 - 5 Youth plan and conduct their own activities, mission projects, and fundraisers
 - 6 Youth serve side by side with adults in most areas of church life
 - 7 We have youth serving as members of standing committees
 - 8 Other (please specify): _____

- Q-10. Who provides leadership for your congregation's youth ministry? Check **all** that apply to the left, then give details for each to the right.

		Time Working in Youth Ministry:		Volunteer		Minister Lay		Has Teaching Certificate	Certified Christian Educator
		Full-Time	Part-Time	Paid					
<input type="checkbox"/> 1	Pastor	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 1	<input type="checkbox"/> 2
<input type="checkbox"/> 2	Associate Pastor	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 1	<input type="checkbox"/> 2
<input type="checkbox"/> 3	Christian educator	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 1	<input type="checkbox"/> 2
<input type="checkbox"/> 4	Youth director	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 1	<input type="checkbox"/> 2
<input type="checkbox"/> 5	Other (specify): _____	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 1	<input type="checkbox"/> 2
<input type="checkbox"/> 6	No youth ministry leadership								

- Q-11. In the last year, has your congregation provided time or money for continuing education or leadership training and development for those who work with your congregation's youth ministry? (Check **all** that apply.)
- 1 Yes, we have provided funds for this purpose
 - 2 Yes, we have provided time for this purpose
 - 3 No

- Q-12. Please provide the name and email address for up to two persons in your congregation who would like to receive information about youth ministry or educational ministry tools and training:

Name: _____ Email: _____
(please print) *(please print)*

Name: _____ Email: _____
(please print) *(please print)*

Congregational Ministries

- Q-13. Does your congregation have a committee or conduct any activities that focus on HIV or AIDS either internationally or domestically? (Check **all** that apply.)
- 1 Yes internationally → Q-13a. Contact person for this committee or activity:
 - 2 Yes, domestically
 - 3 No
- Name: _____ Email: _____
(please print) *(please print)*

- Q-14. In the past year, has your congregation:
- | | Yes | No | Don't Know |
|--|----------------------------|----------------------------|----------------------------|
| a. Conducted a worship service with a focus on AIDS/HIV?..... | <input type="checkbox"/> 1 | <input type="checkbox"/> 2 | <input type="checkbox"/> 3 |
| b. Conducted any activities for Presbyterian AIDS Awareness Sunday (October 12)?..... | <input type="checkbox"/> 1 | <input type="checkbox"/> 2 | <input type="checkbox"/> 3 |
| c. Participated in or hosted any events related to World AIDS Day (December 1)?..... | <input type="checkbox"/> 1 | <input type="checkbox"/> 2 | <input type="checkbox"/> 3 |
| d. Ordered or used any materials from the PC(USA) International AIDS Ministry? | <input type="checkbox"/> 1 | <input type="checkbox"/> 2 | <input type="checkbox"/> 3 |
| e. Downloaded resources from the PC(USA) International AIDS Ministry Web site (www.pcusa.org/aids-international)?..... | <input type="checkbox"/> 1 | <input type="checkbox"/> 2 | <input type="checkbox"/> 3 |

Special Offerings

Q-15. Below please provide the name of the committee that is responsible for interpretation and promotion of each churchwide special offering your congregation receives, along with the name and email address of the committee chair. If your congregation receives *none* of these offerings, check here and skip to Q-16. (Please print.)

	Committee:	Chair's Name:	Chair's Email:
One Great Hour of Sharing: ...	_____	_____	_____
Pentecost:.....	_____	_____	_____
Peacemaking:	_____	_____	_____
Christmas Joy:	_____	_____	_____

Presbyterian Publishing Corporation

Q-16. The Presbyterian Publishing Corporation (PPC) is developing a new Web site (www.thePresbyterianLeader.com) that will help pastors and other congregational leaders plan worship services; download materials for training church officers; print baptism, ordination, and marriage certificates; prepare new member classes; and obtain other resources that will be helpful to leaders in Presbyterian churches. PPC plans to offer churches unlimited access to the new site at an annual subscription price of \$100. How likely is it that your congregation would purchase a subscription to this new site?

- 1 Very likely
- 2 Somewhat likely
- 3 Not likely → Q-16a. If you indicated that your congregation is *not likely* to purchase a subscription to the new Web site, please tell us why:
- 4 Don't know

Q-17. If your congregation would like more information about www.thePresbyterianLeader.com, please provide us with the name and email address of up to two contacts (you, the pastor, worship committee chair, etc.)?

Name: _____	Email: _____
<i>(please print)</i>	<i>(please print)</i>
Name: _____	Email: _____
<i>(please print)</i>	<i>(please print)</i>

Financial Information

Q-18. Does your congregation have a loan or loans with any of the following groups or institutions? (Check *all* that apply and indicate the approximate balance and interest rate on loans in each category.)

	Approximate Balance:	Interest Rate (%):
<input type="checkbox"/> 1 Banks or financial institutions	\$ _____	_____
<input type="checkbox"/> 2 Presbyterian Investment & Loan Program (PILP).....	\$ _____	_____
<input type="checkbox"/> 3 General Assembly Loan Program.....	\$ _____	_____
<input type="checkbox"/> 4 Presbytery or Synod.....	\$ _____	_____
<input type="checkbox"/> 5 Other (specify): _____	\$ _____	_____
<input type="checkbox"/> 6 No loans		

Q-19. Does your congregation plan to expand or renovate your facilities within the next two years?

- 1 Yes, definitely → Q-19a. What is the estimated cost of the project(s) (if known)? \$ _____
- 2 Yes, possibly → Q-19b. Will this project require a capital campaign (a special fundraising effort)?
- 3 No
 - 1 Yes, definitely
 - 2 Yes, possibly
 - 3 No

Q-20. Does your congregation currently have funds in any of the following financial instruments? (Check **all** that apply and indicate the approximate amount invested in each.)

	Approximate Amount Invested:
<input type="checkbox"/> 1 Certificates of deposit	\$ _____
<input type="checkbox"/> 2 Money market accounts	\$ _____
<input type="checkbox"/> 3 Bonds or treasuries	\$ _____
<input type="checkbox"/> 4 Stocks or mutual funds	\$ _____
<input type="checkbox"/> 5 Savings Accounts.....	\$ _____
<input type="checkbox"/> 6 Other (please specify): _____	\$ _____
<input type="checkbox"/> 7 None of the above → <i>Skip to Q-22</i>	

Q-21. Who manages your funds? (Check **all** that apply.)

- 1 A brokerage/investment firm
- 2 New Covenant Funds/Presbyterian Foundation
- 3 A bank
- 4 We manage our own portfolio
- 5 Other (please specify): _____

Bequests and Endowments

Q-22. How many **bequests** did your congregation receive in 2008? Bequests are gifts of money, stocks, or other property left to the church through a will when someone dies. If none, write “0” (zero).

Number of bequests received in 2008: _____
Total value of these bequests: \$ _____

Q-23. How many **other gifts from estates** did your congregation receive in 2008? Other gifts include being named as a beneficiary of a life insurance policy, retirement account, trust, or gift annuity. If none, write “0” (zero).

Number of other gifts received in 2008: _____
Total value of all such gifts: \$ _____

Q-24. Does your congregation have a program that encourages members to “remember the church” in their wills?

- 1 Yes
- 2 No

Q-25. In any of the past three years, has your congregation used the Presbyterian Foundation’s wills emphasis resource materials?

- 1 Yes
- 2 No

Q-26. Is your church the beneficiary of a permanent endowment fund held by the Presbyterian Foundation?

- 1 Yes
- 2 No

Q-27. Does some entity other than the Presbyterian Foundation hold permanent endowment funds that benefit your church?

- 1 Yes
- 2 No

Thank you for completing this survey.
Responses can be submitted on the web: www.pcusa.org/clerks2008

Reasons for These Questions:

Guest Preachers: The Office of the General Assembly asks these questions in response to a General Assembly mandate.

Educational Ministries: The General Assembly Council Office of Theology, Worship, and Education asks these questions to identify and meet congregational needs.

Special Offerings: The General Assembly Council Office of Mission Interpretation asks these questions to develop contact information for those who use special offerings materials.

Presbyterian Publishing Corporation: PPC asks these questions to identify interest in the new Web site and to develop contact information.

Congregational Ministries: The General Assembly Council Office of International AIDS Ministry asks these questions to understand congregational involvement in AIDS/HIV-related activities.

Financial Information: The Presbyterian Investment & Loan Program asks these questions to determine which churches might benefit from PILP’s low-cost loans and investment products.

Bequests and Endowments: The Presbyterian Church Foundation asks these questions to learn about congregational giving trends and needs.