

City \_\_\_\_\_  
Parish \_\_\_\_\_  
Deanery \_\_\_\_\_  
Year \_\_\_\_\_

## Annual Parish Statistical Report

Name of Parish \_\_\_\_\_ Year Founded \_\_\_\_\_  
Street Address \_\_\_\_\_ P.O. Box \_\_\_\_\_  
City \_\_\_\_\_ County \_\_\_\_\_ Zip \_\_\_\_\_  
Website \_\_\_\_\_ Email \_\_\_\_\_

### Numbers

Parish \_\_\_\_\_ Rectory \_\_\_\_\_  
Hall \_\_\_\_\_ FAX \_\_\_\_\_

### Personnel/Staff (Names and Dates of Appointment)

Pastor/Parochial Administrator/Priest-Moderator \_\_\_\_\_  
Pastoral Facilitator \_\_\_\_\_  
Parochial Vicar(s) \_\_\_\_\_  
Parish Secretary \_\_\_\_\_  
Other Priest(s) in Residence \_\_\_\_\_  
Pastoral Associates (religious, lay) \_\_\_\_\_  
DRE/CRE (specify) \_\_\_\_\_  
Director of Liturgy \_\_\_\_\_  
Director of Catechumenate \_\_\_\_\_  
Director of Music \_\_\_\_\_  
Youth Minister \_\_\_\_\_  
Parish Librarian \_\_\_\_\_  
Business Manager \_\_\_\_\_  
Principal \_\_\_\_\_  
Chairperson, School Board \_\_\_\_\_  
Moderator of Missions for School/PSR (specify) \_\_\_\_\_  
Chairperson, Parish Pastoral Council \_\_\_\_\_  
Chairperson, Parish Finance Council \_\_\_\_\_  
Chairperson, Committee for Education \_\_\_\_\_  
Chairperson, Committee for Liturgy \_\_\_\_\_  
Chairperson, Committee for Respect Life \_\_\_\_\_  
Chairperson, Committee for Social Concerns \_\_\_\_\_  
Chairperson, Committee for Stewardship \_\_\_\_\_  
Chairperson, Committee for Vocations \_\_\_\_\_  
Representative(s), Deanery Pastoral Council \_\_\_\_\_  
Contact, Bereavement Ministry \_\_\_\_\_  
Contact, Rural Life Ministry \_\_\_\_\_  
Contact, Separated & Divorced Ministry \_\_\_\_\_

### School

Name of School \_\_\_\_\_  
Street Address \_\_\_\_\_ P.O. Box \_\_\_\_\_  
City \_\_\_\_\_ Zip \_\_\_\_\_  
Phone \_\_\_\_\_ FAX \_\_\_\_\_  
Website \_\_\_\_\_ Email \_\_\_\_\_

**Convent**

Name of Convent \_\_\_\_\_  
Street Address \_\_\_\_\_ P.O. Box \_\_\_\_\_  
City \_\_\_\_\_ Zip \_\_\_\_\_  
Phone \_\_\_\_\_ FAX \_\_\_\_\_ Email \_\_\_\_\_  
Religious Community \_\_\_\_\_ Number of religious residing in convent \_\_\_\_\_

**General Parish Statistics**

- 1. Number of parishioners \_\_\_\_\_
- 2. Number of Households (Families)
 

	Catholic	_____
	Interfaith	_____
	Total	_____
- 3. Number of baptisms of infants (i.e., persons to age 7) \_\_\_\_\_
- 4. Number of Christian initiations through baptism, confirmation, Eucharist
  - a. Adults (i.e., persons 18 and older)
    - i. At the Easter Vigil \_\_\_\_\_
    - ii. Outside the Easter Vigil \_\_\_\_\_
  - b. Children of catechetical age (i.e., persons 7 to 18)
    - i. At the Easter Vigil \_\_\_\_\_
    - ii. Outside the Easter Vigil \_\_\_\_\_
- 5. Number of completed full Christian initiations of uncatechized baptized Catholics not reared in the Church and now completing Christian initiation through confirmation by a priest with special ad hoc mandate from the diocesan bishop, and Eucharist
  - a. Adults (i.e., persons 18 and older)
    - i. At the Easter Vigil \_\_\_\_\_
    - ii. Outside the Easter Vigil \_\_\_\_\_
  - b. Children of catechetical age (i.e., persons 7 to 18)
    - i. At the Easter Vigil \_\_\_\_\_
    - ii. Outside the Easter Vigil \_\_\_\_\_
- 6. Number of full Christian initiations of baptized non-Catholic Christians through confirmation and Eucharist
  - a. Adults (i.e., persons 18 and older)
    - i. At the Easter Vigil \_\_\_\_\_
    - ii. Outside the Easter Vigil \_\_\_\_\_
  - b. Children of catechetical age (i.e., persons 7 to 18)
    - i. At the Easter Vigil \_\_\_\_\_
    - ii. Outside the Easter Vigil \_\_\_\_\_
- 7. Number of confirmations of Catholics baptized in infancy
  - a. Adults (i.e., persons 18 and older) \_\_\_\_\_
  - b. Youth Grade Level and Number \_\_\_\_\_
- 8. Number of baptized Catholic children receiving first Eucharist
  - a. Grade Level and Number \_\_\_\_\_
- 9. Number of marriages
  - a. Between two Catholics \_\_\_\_\_
  - b. Between a Catholic and non-Catholic \_\_\_\_\_
  - c. Total \_\_\_\_\_
- 10. Number of deaths \_\_\_\_\_
- 11. Other churches/oratories/chapels within parish boundaries
  - a. With the Eucharist reserved \_\_\_\_\_
  - b. Without the Eucharist reserved \_\_\_\_\_

**Mass Schedules (Times)**

\_\_\_\_\_ Eve of Sundays  
\_\_\_\_\_ Sundays  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ Eve of Holydays  
\_\_\_\_\_ Holydays  
\_\_\_\_\_ Monday-Friday  
\_\_\_\_\_ Saturday morning

**Penance Schedules (Times)**

\_\_\_\_\_ Saturday  
\_\_\_\_\_ Eve of Holydays

\_\_\_\_\_ Daily  
\_\_\_\_\_ Other

**Catholic Minorities**

- 1. African Americans
- 2. Puerto Ricans
- 3. Cubans
- 4. Mexicans
- 5. Other Hispanics
- 6. Asians
- 7. Native Americans
- 8. Significant other similar groups (specify)

**Families**

**Individuals**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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**Parish Census/History**

- 1. Is the parish census (vital statistics) being maintained carefully?
- 2. When was the last formal/comprehensive parish census taken?
- 3. Is a parish history being maintained?  
If so, how? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Temporalities**

- 1. Are copies of any abstracts, deeds, canceled notes in parish possession?
- 2. Are ORIGINALS of the above filed with the curia (Office for Finances)?
- 3. Are all parish bank accounts in the name of the parish?
- 4. Is the pastor a signatory on *all* parish accounts, including those of parish societies?
- 5. Are records of Mass stipends carefully maintained with the money kept in an account separate from any other parish financial account (see c. 958)?
- 6. Are parishioners given an annual report of income/expenses?
- 7. Has the parish expended extraordinarily over \$5000?  
If so, was the permission of the local ordinary obtained?  
What was the extraordinary expenditure(s)? \_\_\_\_\_

\_\_\_\_\_  
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- 8. Has the parish established an endowment in the Foundation for the *People of the Roman Catholic Diocese of Springfield in Illinois*?
- 9. Please list *all* banks where *all* parish funds (including those of parish societies) are kept, name the accounts and give the account numbers \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Religious Formation**

	Boys	Girls
1. Elementary school students (1-8)		
a. Attending Catholic schools	_____	_____
b. Attending public schools	_____	_____
And receiving formal religious instruction	_____	_____
2. High school students (9-12)		
a. Attending Catholic schools	_____	_____
b. Attending public schools	_____	_____
And receiving formal religious instruction	_____	_____
3. Junior High School Youth Ministry (7-8) – Participants	_____	_____
4. Senior High School Youth Ministry (9-12) – Participants	_____	_____
5. Parish School of Religion (PSR)	Elementary	High School
a. Annual hours of instruction	_____	_____
b. Instructors		
i. Diocesan priests	_____	_____
ii. Religious priests	_____	_____
iii. Women religious	_____	_____
iv. Men religious (non-ordained)	_____	_____
v. Lay men	_____	_____
vi. Lay women	_____	_____
6. Middle School Youth Ministry (3-5)		
a. Annual hours		_____
b. Average regular attendance		_____
7. Junior High School Youth Ministry (6-8)		
a. Annual hours		_____
b. Average regular attendance		_____
8. High School Youth Ministry (9-12)		
a. Annual hours		_____
b. Average regular attendance		_____
9. Adult Formation		
a. Annual hours		_____
b. Average regular attendance		_____
c. Description _____		_____
10. Parish Mission/Spiritual Renewal Event		
a. Date of last parish mission or spiritual renewal event		_____
b. Description _____		_____

**General Parish Life**

	Yes	No
<b>1. Stewardship</b>		
a. Has the parish implemented a comprehensive stewardship process (time, talent, treasure)?	_____	_____
b. Is there an annual parish stewardship renewal?	_____	_____
c. Is there a parish committee for stewardship?	_____	_____
d. Has the parish hosted a will seminar?	_____	_____
<b>2. Sacraments and Worship</b>		
a. Has the parish implemented the Rite of Christian Initiation of Adults process with adults <i>and</i> children of catechetical age (c. 851, §1)	_____	_____
b. Are parents of infants to be baptized properly instructed about the meaning of baptism and their obligations as Christian parents (c. 851, §2)	_____	_____

- c. Are those to be confirmed properly instructed (c. 890)? \_\_\_\_\_
- d. Has the parish moved to implement Restored Order? \_\_\_\_\_
  - i. If Yes, year of implementation completion. \_\_\_\_\_
- e. Are youth properly prepared to receive first Eucharist (c. 914)? \_\_\_\_\_
- f. Does sacramental confession precede first Eucharist (c. 914)? \_\_\_\_\_
- g. Are extraordinary communion ministers properly trained and are they mandated by the local ordinary (c. 230, §3)? How many are they? \_\_\_\_\_
- h. Are lectors properly trained for their ministry? How many are they? \_\_\_\_\_
- i. Are record books accurately maintained for:
  - i. Baptism? \_\_\_\_\_
  - ii. Confirmation? \_\_\_\_\_
  - iii. First Eucharist? \_\_\_\_\_
  - iv. Marriage? \_\_\_\_\_
  - v. Death? \_\_\_\_\_
- j. Is there a parish liturgy committee? \_\_\_\_\_
- k. Is there a parish team for the Rite of Christian Initiation of Adults? \_\_\_\_\_

**3. Missions**

- a. Does the parish have a *sister parish*? If so, where: \_\_\_\_\_
  - b. Is an awareness of the missions promoted? \_\_\_\_\_
  - c. Are any parishioners serving in the foreign missions? If so, who and where: \_\_\_\_\_
- 
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**4. Justice, Charity, Social Concerns**

- a. Is there a parish social concerns committee? \_\_\_\_\_
  - b. Does the parish offer direct charitable services? If so, what: \_\_\_\_\_
- 
- 
- c. Is awareness raised to Church teaching on social justice? \_\_\_\_\_
  - d. Are respect life observances properly promoted and celebrated? \_\_\_\_\_
  - e. Are there rural families in the parish? If so, percentage? \_\_\_\_\_

**5. Parish Accessibility/Inclusion**

- a. How many children or adults have special needs (intellectual or physical disabilities)?  
Children \_\_\_\_\_ Adult \_\_\_\_\_
  - b. Are there any sizeable groups of persons with disabilities, and if so, who are those groups? \_\_\_\_\_
  - c. Do you have a religious education program in place specifically designed for children or adults with special needs? \_\_\_\_\_
  - d. How many students are in each of the following:
    - \_\_\_\_ Students with special needs attending the parish school
    - \_\_\_\_ Students with special needs attending PSR classes with standard students
    - \_\_\_\_ Students with special needs who are in a separate/accommodated PSR class or religious education program
    - \_\_\_\_ Check here if you use another parish for religious education
  - e. Does your parish minister to a community group home, assisted living facility or nursing/convalescent home and, if so, what is the name of the facility? \_\_\_\_\_
- 
- 
- f. Does the parish offer transportation and outreach to frail and elderly persons? \_\_\_\_\_

- g. Has the parish completed its long range plan to be fully accessible to persons with disabilities? Please check if your parish has the following:
  - i. Wheelchair accessible \_\_\_\_\_ Church \_\_\_\_\_ Hall \_\_\_\_\_ School/PSR rooms \_\_\_\_\_
  - ii. Accessible bathroom \_\_\_\_\_ Church \_\_\_\_\_ Hall \_\_\_\_\_ School/PSR rooms \_\_\_\_\_
- h. Is there a deaf community and, if so, how many persons are deaf? \_\_\_\_\_
- i. Does your parish have an ASL interpreted mass? If yes, please give the day and time of Mass \_\_\_\_\_
- j. Is there an assistive listening device (ALD) for hard of hearing persons with sign indicating that ALD is available? \_\_\_\_\_
- k. Are large print missalettes available for persons with vision impairments? \_\_\_\_\_

**6. Family Ministry/Awareness**

- a. Families spending time together is important. Does the parish consider this when planning meetings, events, and liturgical ministry schedules? \_\_\_\_\_
- b. Does the parish plan activities which promote Catholic family spirituality (e.g., family retreats, family catechesis, family time gatherings, etc.)? Please specify: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
- c. Do engaged couples receive at least three marriage preparation sessions? \_\_\_\_\_
- d. Does the parish host Pre-Cana? \_\_\_\_\_
- e. If the parish does *not* host a Pre-Cana, would the parish do so if the diocese provided training for the parish Pre-Cana team? \_\_\_\_\_
- f. Does the parish provide support services for the bereaved? If so, please explain (e.g., funeral luncheon, bereavement committee, laity assisting in funeral planning, etc.) \_\_\_\_\_  
 \_\_\_\_\_
- g. Does the parish offer ministry to the separated and divorced? If so, please explain: \_\_\_\_\_  
 \_\_\_\_\_

**7. Tribunal Services**

- a. Is the ministry of the tribunal made available to persons seeking it? \_\_\_\_\_
- b. Does the parish have *procurators* (trained by the tribunal and approved by the diocesan bishop) to assist petitioners? If so, who: \_\_\_\_\_  
 \_\_\_\_\_
- c. Does the parish have *advocates* (trained by the tribunal and approved by the diocesan bishop) to assist petitioners? If so, who: \_\_\_\_\_  
 \_\_\_\_\_

**8. Vocations**

- a. Does the parish have a Committee for Vocations? If so, what does it do? \_\_\_\_\_  
 \_\_\_\_\_
- b. Has the parish any vocations to priesthood or consecrated life? If so, please name and provide current residence for each: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
- c. Has the parish anyone presently in formation for priesthood or consecrated life? If so, please name and provide current residence for each: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Parish Organizations** – Please list the various parish organizations.

**Parish History** – *Please state briefly any significant historical events which occurred during the calendar year (e.g., leadership changes, modifications in physical structures, purchases of property, pastoral initiatives/programs, ordinations, jubilees, anniversaries, etc.) Please provide exact dates, where possible. Use additional sheets if necessary.*

**Date** \_\_\_\_\_ **Signature of Pastor** \_\_\_\_\_