



InFormation

News for Pastoral Planners and Those Making the Plan a Reality

Parishes Receive New Pastoral Planning Tool

The ongoing renewal of individuals and parishes, both spiritually and temporally, is the purpose of all pastoral planning taking place in the Archdiocese. An assessment of efforts made to continue to strengthen parish life is an important component of pastoral planning.

The Parish Mission Statement expresses the parish community's understanding of how it shares in the mission of Jesus Christ, in this time and particular location. The Parish Pastoral Plan frames the priorities and goals of the parish for a period of time. Pastors, parish staff and parishioners, as implementors of the pastoral plan, take action to make the Parish Pastoral Plan a reality.

As the faithful are busy living out the mission of the parish through worship, sacraments and pastoral ministries, some people involved in the implementation efforts may express impatience with the thought of adding another thing "to do." It is important for the Parish Pastoral Council to take on the role of guide in this shared journey of the parish, and pause for a brief time to check to see if the parish is still "on track!"

The annual self-assessment of the Pastoral Plan is a time for the Pastor and the Parish Pastoral Council, in

consultation with the parish staff and parishioners, to take a look at what actions have taken place to implement the Parish Pastoral Plan and to consider the effect that these have had on the parish community. The self-assessment requires prayerful reflection, a commitment of time to gather relevant information, a willingness to evaluate implementation efforts, open and frank discussions and continued discernment of what God is calling the parish to do.

The annual self-assessment is a time to affirm the good work that has taken place,

revise actions that may be off course, and develop objectives for the coming year that will continue the renewal of the parish community. This process may also provide an opportunity for members of the parish to recommit themselves to their Pastoral Plan.

Pastors or council members with questions about how to conduct an assessment, can contact Evelyn Brannan Tarpey at the Office for Research and Planning (215/5873545) or etarpey@adphila.org. Resources to support the annual assessment are being developed and will be available on the Archdiocesan website www.archdiocese-phl.org and from the Office for Research and Planning.

Initiating the Annual Self-Assessment

Prepare the Implementors

It is important to remember that many of those who are implementing the Parish Pastoral Plan have not been involved in the pastoral planning discussions which are taking place at the Parish Pastoral Council meetings. They will need to understand why they are being asked to report on their efforts. It may be beneficial to provide some education concerning the annual self-assessment and its role in the ongoing renewal of the parish.

Inform the Parish Pastoral Council

The Coordinating Committee of the Council could be responsible for collecting and organizing

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Census data is here!

Information from the 2000 U.S. Census, collected on April 1, 2000, is now being released by the U.S. Census Bureau. Through radio, television, newspapers and magazines, Americans are being made aware of the changing demographic composition of our country, states, cities, towns and neighborhoods.

Individuals, businesses, government and non-profit organizations all have vested interests in better understanding the population and how it has changed since the last census was conducted in 1990. Politicians are busy re-drawing legislative districts, while

businesses are redirecting marketing efforts to keep up with the characteristics of a diverse population.

A number of narrative reports, with graphics, are also available from the Census Bureau on a variety of topics related to Census 2000 data. Recent reports include:

- Census 2000 Brief, Household and Families: 2000
- Census 2000 Brief, Age: 2000
- Census 2000 Brief, The 65 Years and Over Population: 2000

In addition to the 2000

Census, the U.S. Census Bureau also conducts other surveys on an on-going basis. The following reports are available:

- Health Insurance Coverage: 2000
- Home Computers and Internet Use in the United States: August 2000

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2 AT-A-GLANCE OVERVIEW OF ARCHDIOCESE POPULATION

3 HOW A FACILITATOR CAN BENEFIT PARISH MEETINGS

Census data: Local statistics available

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- **Current Population Reports, Household Economic Studies: Reasons People Do Not Work**
- **Current Population Reports, Consumer Income: Poverty in the United States: 2000**

All of the reports listed above are general in nature, and usually cover only national or state geographies.

A good way to obtain census data for your own neighborhood is to use the Census Bureau's web-based tool called American Factfinder (see link below). Click on "Enter a Street Address" on the left side of the screen.

Once you've entered the address, click "Go." The resulting screen shows a list of Census geographies for which statistics are available. Highlight one of the geographies and click either "Map It" (to display a map of the area you've selected) or "Go" to go to a list of data reports available for this area.

In order to help parishes fulfill their missions, the Office for Research and Planning has developed a number of reports based on data from the 2000 U.S.

Census and the 2000 Annual Pastoral Report. In July, all Pastors were sent copies of the 1997 and 2000 Reports to Pastor. These documents help the parish understand trends in population, sacraments, mass attendance and education over the last 10 years.

Pastors of territorial parishes also received a copy of the Office for Research and Planning's U.S. Census Reports 1 and 2 which summarize the actual counts of all the people who live within the parish by race and Hispanic origin.

Specifically, the first report compares population counts between 1990 and 2000, while the second report graphically demonstrates what proportion of the 2000 population living inside the parish boundaries is Catholic. Pastors of personal parishes received U.S. Census Report 1 for their own cluster.

Over the next several years, the Office for Research and Planning will continue to share information from the 2000 Census as that information is released by the U.S. Census Bureau. Future reports will concentrate on age cohorts, housing and household characteristics, ethnic groups, income education, ancestry, language and populations.



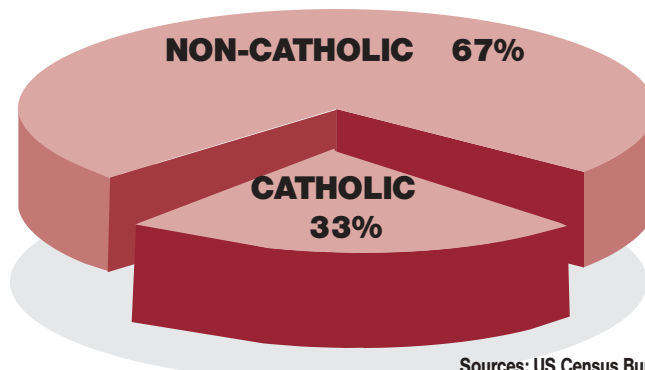
InSights

An overview of the population of the Archdiocese:

- ➔ The Archdiocese consists of the five counties in southeastern Pennsylvania: Bucks, Chester, Delaware, Montgomery and Philadelphia. There was a 1.5% increase in the registered Catholic population of these five counties over the last decade. This is about half of the rate of growth of the total population (+3.2%) over the same period.
- ➔ Since 1990, the total population has increased in Bucks, Chester and Montgomery counties, stayed about the same in Delaware county, and declined in Philadelphia.
- ➔ 33% of the total population of the five counties are registered Catholics. This is the same as 1990.
- ➔ Philadelphia has the smallest proportion of registered Catholics with only 28% of the population registered Catholic. Delaware county has the largest proportion of registered Catholics at 43%.
- ➔ The registered Catholic population in Bucks and Chester counties is increasing much faster than the total population.
- ➔ The registered Catholic population in Philadelphia is decreasing much faster than the total population.
- ➔ In the 5 counties, the Hispanic population has increased 51% over 10 years. The greatest percentage increases were in Chester and Montgomery counties.
- ➔ Hispanics make up 4.7% of the total population of the five counties. Their presence is greatest in Philadelphia, where 8.5% of the population is Hispanic, and least in Delaware county where they make up only 1.5% of the total population.
- ➔ Asian/Pacific Islanders are the fastest growing race group, increasing 70% over the last 10 years. They now make up 3.6% of the total population and are most present in Philadelphia and Montgomery counties.
- ➔ Black/African Americans make up 22% of the total population of the 5 counties. Montgomery and Delaware counties experienced over 30% growth in the Black/African American population over the last 10 years.

Source: Archdiocese of Philadelphia, Office for Research and Planning, U.S. Census Bureau, Annual Pastoral Reports

TOTAL POPULATION, ARCHDIOCESE OF PHILADELPHIA



Sources: US Census Bureau, Annual Pastoral Reports, Archdiocese of Philadelphia

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EDITOR:
Evelyn Brannan Tarpey

CONTRIBUTOR:
Robert Parfet

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Additional Resources:

U.S. Census Bureau's Web Site: <http://www.census.gov/>
 2000 Census Reports: <http://www.census.gov/prod/cen2000/index.html>
 Other Population Reports: <http://www.census.gov/prod/www/abs/popula.html>
 American Factfinder: <http://factfinder.census.gov/>

Support for Pastoral Planning

When Jesus sent His disciples on their first apostolic mission, He instructed them to go in pairs. It seems that from the very beginning, the followers of Christ were not meant to work alone.

Parish meetings bring together the gifts and abilities of many people to accomplish a common goal. It is easy to see the benefits of working in groups. No one has to do it all or have all the solutions. Group members often provide a creative energy for one another. They offer encouragement and support to one another in the work that they share.

Collaboration, however, is not without its challenges. Groups work differently than individuals, and it is important for group members to recognize this. Each member comes with their own experiences, attitudes and expectations concerning the task for which they are responsible. How a group learns to manage these differences will affect the outcome of their work together.

Using the Services of a Facilitator

The services of a facilitator can be helpful to those who Chair parish meetings. A facilitator allows the Chair to be fully engaged in the meeting - listening to the ideas and concerns of others as well as sharing their own. The Chair is not distracted with the need to watch the clock, make timely interventions or provide appropriate tools to help the group complete its work.

A facilitator can help a group by keeping them on task and on time. A facilitator can assist the work of a group by:

- keeping the discussion focused and on track
- helping the group to identify appropriate decision making models
- encouraging the group to check its assumptions
- insuring a quality experience while the group members supply the quality content
- summarizing discussions and decisions when needed
- utilizing tools to help them evaluate how they used their time together
- helping the group to set the agenda for the next meeting

In thinking about using the services of a facilitator, cost is an important consideration. Facilitators, who work with businesses and corporations, are generally compensated at rate of \$75 to \$125 per hour. Those working with non-profit groups often modify their fee to fit the circumstances.

Just as other professionals volunteer to assist the parish in their area of expertise (i.e. teaching, finance, technology, fund raising), a facilitator could offer assistance with parish meetings. Is there someone in your parish community who might offer their professional skills as a facilitator as their volunteer service to the parish?

If a professional facilitator is not a member of your parish, you may wish to explore other options. The Office for Research and Planning

PRAYERS FOR PARISH MEETINGS

Prayer Before A Meeting

Lord, Source of all our strength, support each of us in this meeting that is now beginning. Grant us the courage to be open to each other and to not be fearful of the new and different. Strengthen us with a willingness to risk for the sake of Your Kingdom.

It is our wish, Lord and God, that the true business of this meeting be our spiritual transformation and not simply the accomplishment of tasks and projects.

We ask this of You as we now begin, in the name of the Father, Son and Holy Spirit.

Amen+

Prayer After A Meeting

Before we adjourn this meeting, let us pause for silent prayer in gratitude to our Lord for the Divine Presence at the center of our gathering.

(Silent prayer)

We lift up into Your Divine Heart the material concerns that we have discussed.

With Your Holy Assistance, may we carry forward the work we have agreed upon.

Remember the needs of our parish community, especially that we, all of us, grow daily in the image of Your Son, our Lord, Jesus Christ.

May You accompany us homeward and bless our departure with Your abiding peace.

Amen+

Prayer for the Servants of God, Edward Hays
Published by Forest of Peace Publishing, Inc.

recruits and trains facilitators to support pastoral planning. We can offer a list of trained people that are available and willing to work with parish groups for a reduced fee. In addition, you may wish to consider someone in your parish with good communication and people skills (priest, religious, parish staff, volunteer) who could be trained to facilitate meetings. We will be offering a training sessions in facilitation skills in the Spring of 2002. These

sessions will include training in the dynamics of working groups, intervention strategies, group decision making and helping a group to reach consensus.

Contact Evelyn Brannan Tarpey in the Office for Research and Planning at (215)5873545 or etarpey@adphila.org, if you would like to receive notice of these training sessions or wish to obtain a list of trained facilitators.

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Initiating the Annual Self-Assessment

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the information received from those who are implementing the Parish Pastoral Plan.

It is recommended that the Parish Pastoral Council review the Parish Mission Statement. Council members need to understand that a review is not a critique or revision. The purpose of the review is to provide the context for the annual self-assessment.

Plan to Communicate and Celebrate

- Share the information concerning implementation efforts with the parish community.
- Celebrate all that has been accomplished
- Publish goals for the coming year
- Build on this positive energy to engage more parishioners in implementation efforts



Annual Pastoral Report Revised

One source of data that can be very useful for pastoral planners is the Annual Pastoral Report. This survey instrument, formerly known as the Spiritual Report, is used to collect data from each of the Archdiocese's 282 parishes. Each Pastor is asked to report on the status of his parish as of December 31 and to relate data on parish activities that have occurred throughout the calendar year.

Recently the Office for Research and Planning, along with the Chancery Office and the Office for the Vicar for Administration, met to closely examine the current Annual Pastoral Report

and recommend ways in which it could be improved. Specifically, this study was conducted in order (1) to reduce the number of questions asked by eliminating those that are no longer needed or collected elsewhere, and, (2) to make the report easier for pastors to complete.

Consultations were held with individuals and departments to review how their information needs were being met with the current Annual Pastoral Report, which was last redesigned in 1995. Based on this examination, changes were made to this year's Annual Pastoral Report. Also, the new report was

reformatted as a Microsoft Excel spreadsheet to make it easier to complete electronically. In order to ensure that the new questions and instructions were clear, the new version of the report was pre-tested with a number of parishes.

The Annual Pastoral Report is a source of information that provides data for the Report to Pastor, Cluster and Archdiocesan Summary Reports, as well as parish-by-parish summary reports for a number of interested parties. More information about these reports can be obtained by contacting the Office for Research and Planning.



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Office for Research & Planning

Archdiocese of Philadelphia • Philadelphia, Pennsylvania

If you found news in this issue useful please consider passing it on.

Your feedback is appreciated. I am interested in knowing what you liked and what you didn't like in this issue.

If you have any thoughts concerning topics for future issues, I'd like to hear from you.

*Please contact:
Evelyn Brannan Tarpey
etarpey@adphila.org
215-587-3545*