

THE CLERK'S ANNUAL QUESTIONNAIRE 2015  
THE CLERK'S ANNUAL QUESTIONNAIRE IS TO BE SUBMITTED ELECTRONICALLY  
<https://caq2015.pcusa.org>  
DEADLINE FOR SUBMISSION IS NOVEMBER 16, 2015

Name of Congregation		Address of Congregation
City		State
Church Email:		
Church PIN	Presbytery	Synod

Name of Clerk Completing THE CLERKS' ANNUAL QUESTIONNAIRE: \_\_\_\_\_

Your email address: \_\_\_\_\_

**WORLD MISSION**

*Presbyterian World Mission brings God's global family together to heal the wounds of poverty and violence and proclaim God's saving love in Jesus Christ.*

1. Does your congregation have a pastor or other staff person who oversees and coordinates congregational mission activity?

- Yes       No

***If Yes***, please provide contact information – PLEASE PRINT:

Name of staff person: \_\_\_\_\_

Email of staff person: \_\_\_\_\_

2. Does your congregation have a committee that focuses some or all of its attention on world (or international) mission?

- Yes       No

***If Yes***, please provide contact information – PLEASE PRINT:

Name of contact person for this committee: \_\_\_\_\_

E-mail of this person: \_\_\_\_\_

3. Would your congregation like to receive the *Mission Crossroads* magazine—a free publication with stories about Presbyterians involved in international mission, mailed three times a year—from the PC (USA) office of World Mission?

- Yes

***If Yes***, how many copies would you like? \_\_\_\_\_

- No  
 Do not know  
 Already receive

4. Is your congregation currently involved in any of the following programs or efforts to stop sexual violence?

Yes	No		Name of Congregational Contact	Contact's Email Address
<input type="checkbox"/>	<input type="checkbox"/>	Speak Up! Stop Sexual Violence campaign		
<input type="checkbox"/>	<input type="checkbox"/>	Courageous Conversations initiative		
<input type="checkbox"/>	<input type="checkbox"/>	Other grassroots efforts by Presbyterians, mission co-workers and/or global partners		

Provide the name and email address of a contact person if your congregation would be interested in learning about how Presbyterians are working to stop sexual violence in the U.S. and around the world. Leave blank if there is no interest at this time.

Name of contact person: \_\_\_\_\_

Email of contact person: \_\_\_\_\_

5. Is the congregation involved in any of the following programs or efforts to strengthen quality education for children in the U.S. and/or around the world?

Yes	No		Name of Congregational Contact	Contact's Email Address
<input type="checkbox"/>	<input type="checkbox"/>	Educate a Child, Transform the World		
<input type="checkbox"/>	<input type="checkbox"/>	Other grassroots efforts by Presbyterians, mission co-workers and/or global partners		

a. If no, would someone in your congregation be interested in learning about how Presbyterians are working to strengthen quality education for children in the U.S. and/or around the world?

Yes       No, not at this time

***If Yes, please provide contact information – PLEASE PRINT:***

Name of interested person: \_\_\_\_\_

E-mail of interested person: \_\_\_\_\_

6. Is your congregation involved in the **Train Leaders for Transformation** campaign or other local or global grassroots efforts of U.S. Presbyterians and global partners to train pastors and other community leaders around the world?

Yes

**If Yes**, what is the name of the program: \_\_\_\_\_

Name of congregational contact person for this effort: \_\_\_\_\_

E-mail of contact person: \_\_\_\_\_

No

**If No**, would someone in your congregation be interested in learning about how Presbyterians are working to train pastors and other community leaders globally?

Yes

No → *Skip to 7*

**If Yes**, please provide contact information – PLEASE PRINT:

Name of interested person: \_\_\_\_\_

E-mail of interested person: \_\_\_\_\_

7. For which topics does your congregation need information or resources to help with its mission work?

Short-term mission trips

Long-term mission partnerships

Mission/outreach committee best practices

Developing strategic mission focus in your congregation

Increasing your congregation's involvement in international mission

Becoming a mission worker for three or more years

Supporting long-term PC (USA) mission workers (those serving three or more years)

Participating in the Young Adult Volunteer program (specifically for those 19-30 years old)

Supporting the Young Adult Volunteer program, even without sending a young adult into service

Engaging in mission networks (focusing on specific regions or issues)

**Educate a Child, Transform the World** campaign

**Training Leaders for Transformation** campaign – at home and around the world

**Speak Up! Stop Sexual Violence** campaign

Host a missionary (known in the PC(USA) as a mission co-worker)

8. Would someone in your congregation like to serve as an ambassador for Presbyterian World Mission (sharing World Mission resources with and telling the World Mission story to your congregation and other congregations)?

Yes

No → *Skip to Q9*

**If Yes**, please provide contact information – PLEASE PRINT:

Name of interested person: \_\_\_\_\_

E-mail of interested person: \_\_\_\_\_

## COLLABORATIVE AGENDA FOR ENVIRONMENTAL STEWARDSHIP

*In 2015, the six agencies of the PC(USA) came together to work on collaborative and complimentary efforts for environmental sustainability, within and across the agencies of the PC(USA) and throughout the life of the church. The six-agency task force would appreciate your input into what environmental efforts and interests local congregations have, and how best the agencies might connect, equip and inspire congregations for action.*

9. Does your congregation have a stewardship of creation, care for creation, "earth care," or other "green" committee that focuses on environmental issues?

Yes       No

***If Yes***, please provide contact information – PLEASE PRINT:

Name of contact person for this committee: \_\_\_\_\_

E-mail of this person: \_\_\_\_\_

10. Did your congregation celebrate Earth Day Sunday last year or have a special/seasonal emphasis on creation care in worship (Blessing of the Animals)?

Yes       No

***If Yes***, what was the name of special worship service (Blessing of the Animals, Earth Day Sunday, other):

\_\_\_\_\_

11. Congregations that are committed to holistic earth care and have completed earth care projects or activities in the areas of worship, education, facilities, and outreach can apply to be certified as a PC(USA) Earth Care Congregations. Would your congregation be interested in becoming certified as an Earth Care Congregation?

Yes       No

12. In the past two years, which of the following environmental projects or "green" updates has your congregation done or been doing to improve its facilities? Check all that apply.

- Weatherization
- High efficiency lighting
- High efficiency HVAC
- EPA ENERGYSTAR
- LEED certification
- Water conservation
- Church-wide recycling (paper, metal, glass, plastic, electronics, or batteries)
- Land stewardship (wilderness places, community gardens): \_\_\_\_\_
- Installation of renewable energy (solar, wind, geothermal)
- Other: \_\_\_\_\_
- No projects

13. Which of the following PC(USA) resources or emphases on creation care might be used by your church?

- Bible studies
- Worship resources
- Adult/youth/children's education materials
- Climate change advocacy opportunities
- National parks/wilderness education
- Public policy advocacy
- Trips to areas of unique environmental interest: \_\_\_\_\_
- Other: \_\_\_\_\_
- None of the above

14. Would your church take on a Presbyterian Investment and Loan Program (PILP) loan for green projects (energy efficiency, renewable energy, etc.) or invest its congregational money in a fossil-free investment vehicle from the Presbyterian Foundation?

- Yes
- No

## OFFICE OF THE GENERAL ASSEMBLY

### Guest Preachers

*The Office of the General Assembly asks these questions in response to a General Assembly mandate*

15. The 1999 General Assembly encouraged congregations to extend sermon invitations to pastors of different races or ethnicities. Did your congregation invite a pastor of a different race/ethnicity to preach during the past 12 months?

- Yes

**If the invitation was accepted**, how many Sundays did he/she/they preach? \_\_\_\_\_

- No

**If No**, how long has it been since a pastor whose race/ethnicity differs from that of your congregation has preached at your church?

- More than 1 year ago, but less than 2 years ago
- 2-3 years ago
- 4-5 years ago
- 6 or more years ago
- Not sure
- Our congregation has never had a pastor whose race/ethnicity differs from this congregation preach at the church

16. Has a pastor from a different race/ethnicity been invited in 2015 to serve communion, moderate the session or be an event speaker?

- Yes
- No

**Ministry and Outreach to Non-Members**

*The Office of the General Assembly asks these questions to estimate how many non-members are being served or reached by congregations.*

17. During 2015, how many different individuals (including visitors) would you estimate that the members of your congregation served or ministered among as they carried out the various activities, programs, and outreach of the congregation?

\_\_\_\_\_ *Write a number on the line; estimate if you are not sure*

**RESEARCH SERVICES**

The Office of Research Services provides quality service to all entities of the denomination, and seeks to help the church understand itself and monitor the larger society in which it is located.

18. Which of the following phrases best describes the general race-ethnicity of your congregation?

- Mostly Hispanic/Latino
- Mostly Non-Hispanic/Latino
- Equal Blend of Hispanic/Latino and Non-Hispanic/Latino

19. How would you describe the specific race-ethnicity of your congregation?

*(Check **all** that apply. The numbers may total more than 100%).*

	1-10%	11-20%	21-30%	31-40%	41-50%	51-60%	61-70%	71-80%	81-90%	91-100%
African American										
African Immigrant										
American Indian/ Alaskan native										
Asian, non-Korean										
Black										
European Caucasian/White										
Hispanic/Latino/a										
Korean										
Native Hawaiian or other Pacific Islander										
Other										

20. Which of the following best describes your congregation's membership?

- 1-50 members
- 51-100 members
- 101-150 members
- 151-200 members
- 201-300 members
- 301-500 members
- 501-800 members
- 801-1200 members
- 1201-1600 members
- 1601 or more members

21. Who in your congregation can Research Services contact about participating in web-based surveys?

Name of interested person: \_\_\_\_\_

E-mail of interested person: \_\_\_\_\_

## FOUNDATION

*The Presbyterian Foundation asks these questions to learn about congregational giving trends and needs.*

### Bequests and Major Gifts

22. How many bequests did your congregation receive in 2015? Bequests are gifts of money, stock or other property given to the congregation through a will when someone dies. (If none, enter zero or "0.")

Number of bequests received in 2015: \_\_\_\_\_ Total value of these bequests: \$ \_\_\_\_\_

23. How many other gifts from estates (other than through a will) did your congregation receive in 2015? Other gifts are those that result when someone dies and has named the congregation a beneficiary of a life insurance policy, retirement account, trust, or gift annuity. (If none, write zero or "0.")

Number of other gifts from estates received in 2015: \_\_\_\_\_ Total value of these gifts: \$ \_\_\_\_\_

24. Does your congregation have one or more programs in place to encourage each of the following types of giving?

	Yes	No	Not Sure
a. Giving to special projects of the congregation.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Making a planned or other major gift to the congregation .....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Making a bequest to the congregation.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

25. In 2015, did your congregation accept donations via the internet?

Yes

**If yes**, in a typical month for 2015, what percentage of gifts and offerings to your congregation are made online, on average? \_\_\_\_\_%

No

Do not know if donations are accepted via the internet

## Theological Education Fund

26. From July 1, 2014 to June 30, 2015, how much did your congregation contribute to the Theological Education Fund?

\_\_\_\_\_

27. From which seminary(-ies) did your pastor(s) graduate?

- Austin Presbyterian Theological Seminary (Austin, Texas)
- Columbia Theological Seminary (Decatur, Georgia)
- University of Dubuque Theological Seminary (Dubuque, Iowa)
- Louisville Presbyterian Theological Seminary (Louisville, Kentucky)
- McCormick Theological Seminary (Chicago, Illinois)
- Pittsburgh Theological Seminary (Pittsburgh, Pennsylvania)
- Princeton Theological Seminary (Princeton, New Jersey)
- San Francisco Theological Seminary (San Anselmo and Pasadena, California)
- Johnson C. Smith Theological Seminary (Atlanta, Georgia)
- Union Presbyterian Seminary (Richmond, Virginia and Charlotte, North Carolina)
- Auburn Theological Seminary (New York, New York)
- Evangelical Seminary of Puerto Rico (San Juan, Puerto Rico)
- Other (please specify): \_\_\_\_\_
- Our pastor(s) or pastoral leader(s) has (have) not graduated from a seminary

28. From which seminaries did members of your congregation graduate?

- Austin Presbyterian Theological Seminary (Austin, Texas)
- Columbia Theological Seminary (Decatur, Georgia)
- University of Dubuque Theological Seminary (Dubuque, Iowa)
- Louisville Presbyterian Theological Seminary (Louisville, Kentucky)
- McCormick Theological Seminary (Chicago, Illinois)
- Pittsburgh Theological Seminary (Pittsburgh, Pennsylvania)
- Princeton Theological Seminary (Princeton, New Jersey)
- San Francisco Theological Seminary (San Anselmo and Pasadena, California)
- Johnson C. Smith Theological Seminary (Atlanta, Georgia)
- Union Presbyterian Seminary (Richmond, Virginia and Charlotte, North Carolina)
- Auburn Theological Seminary (New York, New York)
- Evangelical Seminary of Puerto Rico (San Juan, Puerto Rico)
- Other (please specify): \_\_\_\_\_
- None of our members have graduated from a seminary



## Same-Sex Marriages

*The Research Services office of the Presbyterian Mission Agency asks these questions to collect data for a research project tracking the number of same-sex marriages occurring as a result of a vote by the 221st General Assembly. Only aggregated data will be reported; information about individual congregations or pastors will not be shared.*

29. During 2015, were any marriage ceremonies conducted in your church or on your church property?

- Yes       No

**If Yes**, how many marriage ceremonies were conducted in your church or on your church property? \_\_\_\_\_

**If Yes**, how many of those were between couples of the same sex? (If none, enter zero or "0.") \_\_\_\_\_

30. During 2015, did your pastor(s) conduct any marriage ceremonies at locations other than a church property?

- Yes       No

**If Yes**, how many marriage ceremonies were performed at locations that were not a church property? \_\_\_\_\_

**If Yes**, how many of those marriages were between couples of the same sex? (If none, enter zero or "0.") \_\_\_\_\_

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## Submission Instructions

The Clerks' Annual Questionnaire is a web-based survey.

1. You will need access to a computer and the church's PIN and password. They are the same PIN and password required to submit the Session Annual Statistical Report (SASR).
2. If you need assistance with the PIN or password, contact your presbytery office or Stated Clerk.
3. Type: <https://caq2015.pcusa.org> in the browser line to access the website.
4. Enter the church's PIN and password.
5. If the password that worked for the SASR does not work for the CAQ, try reentering the password an "!" at the end. *Many passwords end with an "!".*
6. If you do not have access to a computer, send the paper copy of the completed CAQ 2105 to your presbytery office or Stated Clerk.

## For Your Information

- A. The responses are saved as you move from page to page.
- B. You may exit the survey and return later to complete it.
- C. If you forget to print a copy, return to the login screen then select "enter" until you reach the last page, where you can select "print."
- D. If you have questions or concerns, call the Office of Research Services at 1-800-728-7228, ext. 2040.

***ON BEHALF OF THE AGENCIES AND OFFICES WHOSE QUESTIONS YOU HAVE ANSWERED, THANK YOU!***