




*Disciples on the Way*

# PARISH MISSION PLANNING

## INTRODUCTORY WORKSHOP



Diocese of  
Green Bay




### FROM SCARCITY TO ABUNDANCE

*"I came that they might have life,  
and have it abundantly."*

— John 10:10

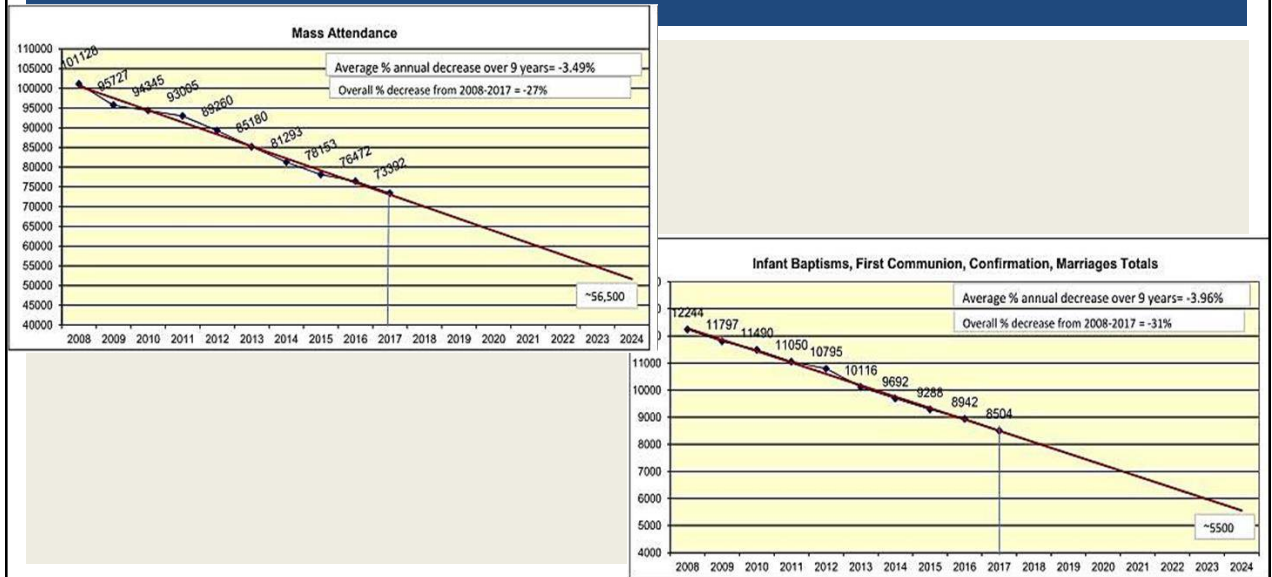
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Father Dan Felton



Diocese of  
Green Bay

## BASELINE TRENDS FOR DIOCESE OF GREEN BAY 2008-2017 WITH PROJECTIONS THRU 2024



## DIOCESE OF GREEN BAY VISION, MISSION & CULTURE VALUES

### VISION

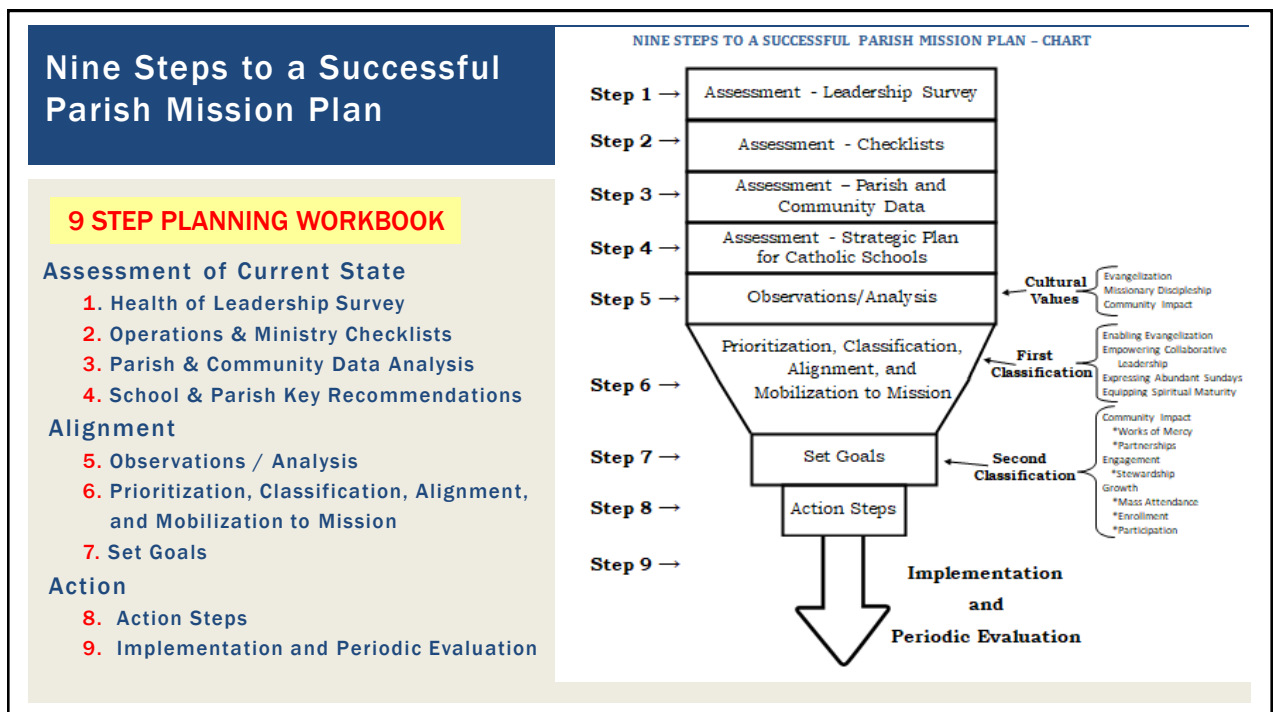
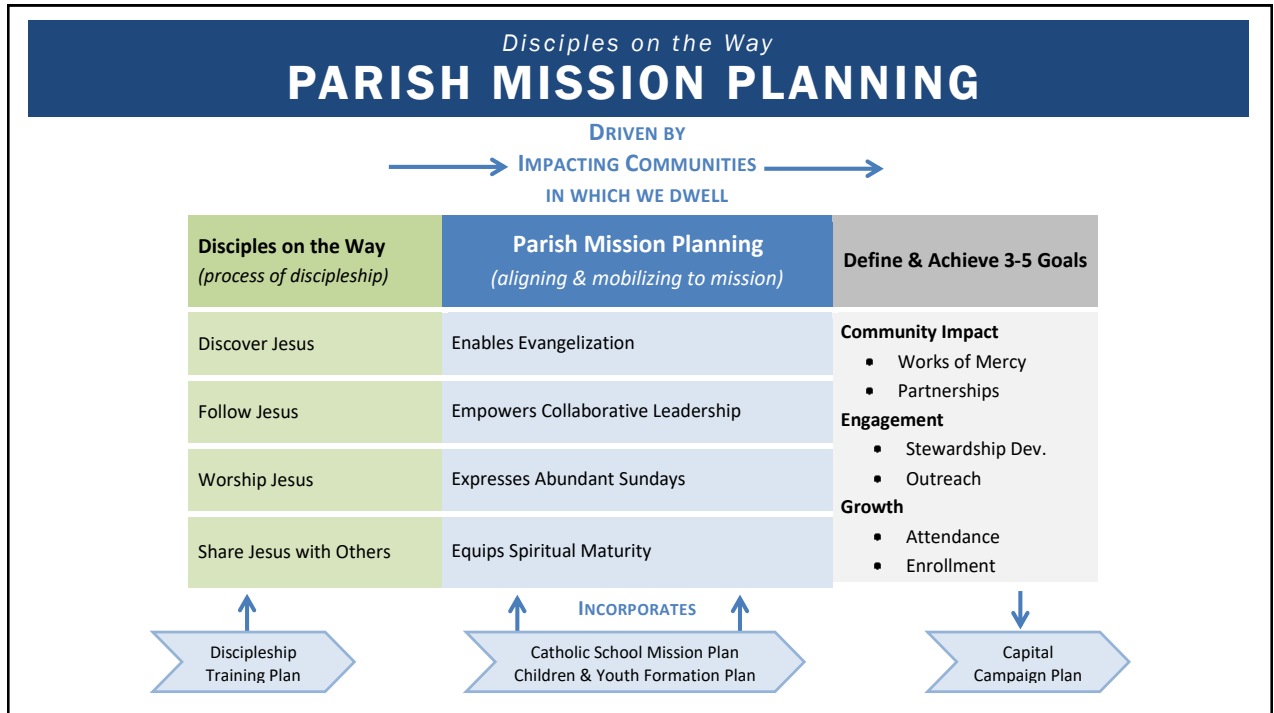
We are missionary disciples striving to lead all people to the Kingdom of God.

### MISSION

As friends and followers of Jesus, we are devoted to fostering households and communities of discipleship through the mission and ministry of the Catholic Church.

### Cultural Values

Potential Connect to Inspire  
Embrace People's Hearts  
Empower to Act Nurture  
Abundant Life and Growth



# HEALTH OF LEADERSHIP SURVEY – STEP 1

What is the Purpose of the Survey?

TAB 4

## 9 STEP PLANNING WORKBOOK – PAGE 5

To assist the planning team in identifying areas that need improvement in:

- Evangelization
- Discipleship
- Leadership
- Community Awareness
- Cultural Values

### PMP: STEP 1 ASSESSMENT – HEALTH OF LEADERSHIP SURVEY

- Ministry leaders, parish and school staff, board members, council members, and committee members complete the online Health of Leadership Survey regarding their perception of the parish's, the school's, and their own efforts in reference to Evangelization, Leadership, Discipleship and Community impact.
- The Leadership Survey is completed online by all members of the PMP team by the deadline set by the Curia Parish Mission Planning Team.
- The results of the survey will be shared with the entire PMP team and will point out areas for improvement in the four areas mentioned above.
- The PMP team will review and discuss the results of the survey.
- The PMP team will then list the areas that need improvement.
- The PMP team will decide on the top ten (10) or eleven (11) areas that need improvement based on the survey results.
- Those ten (10) or eleven (11) items are then listed below by the PMP team and retained for future processing and synthesizing (Step 5).

List

1. Evangelization - \_\_\_\_\_
2. Evangelization - \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. Community - \_\_\_\_\_
11. Community - \_\_\_\_\_

**STEP 1 GOAL: Identify 10 items in order of importance for parish mission planning consideration.**

# HEALTH OF LEADERSHIP SURVEY – TAB 4

Summary of Survey Results

## Constant Contact Survey Results

Survey Name: DePere StMary-SFX PMP Leadership Survey Apr 13, 2018 8:20:54 AM

### 1. Please indicate your role/ministry:

Respondents  
role type

	Number of Response(s)	Response Ratio
Staff / Faculty	27	27.8%
Ministry Leader	13	13.4%
Board Member	2	2.0%
Parish Council Chair or Member	6	6.1%
Finance Council Chair or Member	6	6.1%
Committee Chair or Member	2	2.0%
Other	37	38.1%
No Responses	4	4.1%
<b>Total</b>	<b>97</b>	<b>100%</b>

Respondents  
location

### 2. Choose your parish or school

	Number of Response(s)	Response Ratio
St Mary, De Pere	58	59.7%
St Francis Xavier, De Pere	19	19.5%
Notre Dame School	16	16.4%
No Responses	4	4.1%
<b>Total</b>	<b>97</b>	<b>100%</b>

# HEALTH OF LEADERSHIP SURVEY – TAB 4

## Breakdown of Survey Parts

### Rating Scale

- **Evangelization: *Discover Jesus***
  - **Questions 3 – 11**
- **Discipleship: *Follow Jesus***
  - **Questions 12 – 27**
- **Leadership**
  - **Questions 28 – 41**
- **Community Impact**
  - **Questions 42 – 55**

# HEALTH OF LEADERSHIP SURVEY – TAB 4

## Interpretation of Answers

### Some answers will be clear...

55. Everything the parish/school offers is available in both English and Spanish.

Strongly Agree	Agree	Disagree	Strongly Disagree
0	16	47	10
0%	22%	64%	14%

33. Team members quickly and genuinely apologize to one another when they say or do something inappropriate or possibly damaging to the team.

Strongly Agree	Agree	Disagree	Strongly Disagree
9	57	5	2
12%	78%	7%	3%

## HEALTH OF LEADERSHIP SURVEY – TAB 4

### Interpretation of Answers

Some answers will require a bit of interpretation...

5. The parish is a place of true hospitality and welcome for all members of the community.

Strongly Agree	Agree	Disagree	Strongly Disagree
24	44	15	1
29%	52%	18%	1%

leans positive

7. I actively seek to invite people to experience the process of conversion.

Strongly Agree	Agree	Disagree	Strongly Disagree
8	42	29	5
10%	50%	35%	6%

leans negative

## OPERATIONS & MINISTRY CHECKLISTS – STEP 2 TAB 5

### What is the Purpose of the Checklists?

#### 9 STEP PLANNING WORKBOOK – PAGE 6

To assist the planning team in identifying areas that need improvement in parish and school operations and ministry.

#### Operations

- Cemetery
- Communications
- Facilities & Properties
- Human Resources
- Parish Finance / Mgt. Services

#### Ministry

- Catechesis / Youth Ministry
- Evangelization
- Living Justice
- Marriage/Family/Pro-Life
- Pastoral Care
- Schools
- Worship

#### PMP: STEP 2 ASSESSMENT – OPERATIONAL & MINISTRY CHECKLISTS

- The appropriate personnel and school personnel fill out various checklists associated with parish and school operations.
- These checklists will point out areas for improvement in various areas of parish and school ministries and operations.
- The PMP team will review and discuss the results of all the checklists.
- The PMP team will then list the areas that need improvement.
- The PMP team will decide on the top ten (10) areas that need improvement.
- The list of the ten (10) major areas for improvement will be made by the PMP team and retained for future processing and synthesizing (Step 5).

List

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_

**STEP 2 GOAL: Identify 10 items in order of importance for parish mission planning consideration.**



# PARISH & COMMUNITY DATA ANALYSIS – STEP 3

## TAB 6

*What is the Purpose of this analysis?*

### 9 STEP PLANNING WORKBOOK – PAGE 7

*To assist the planning team in understanding the community in which their parish/school dwell so as to identify opportunities for impact .*



#### PMP: STEP 3 ASSESSMENT – PARISH AND COMMUNITY DATA SHEETS

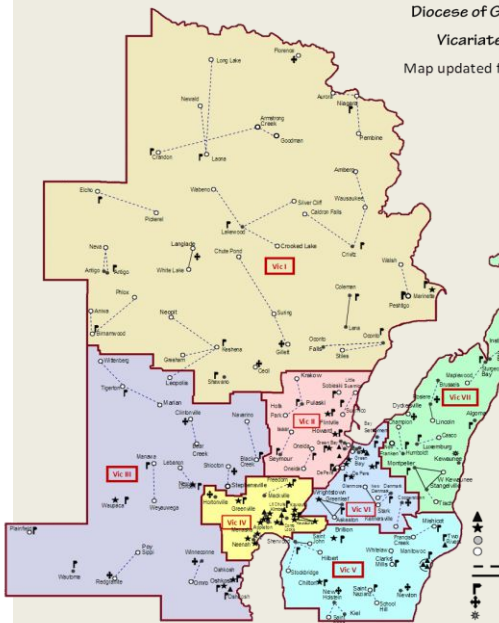
- The parish and school PMP team will review their parish and community data sheets regarding demographics, school and religious education enrollment as well as the youthfulness, faithfulness, contributions, and activity of the parish.
- The PMP team will look at trends between 2008 and 2017 regarding registered households, Mass attendance, the reception of the sacraments of initiation and marriage, community and parish economic and demographic data, contributed units, community values, non-participation in religion, and the average contribution per contributor.
- The PMP team will look for and identify connections between the various trends they observe utilizing the questions provided along with the parish data sheet.
- The PMP team will list up to five (5) recommendations for improvement in youthfulness, faithfulness, contributions, active membership, as well as community involvement based on their analysis of the parish data sheets.
- The PMP team will then retain their list of no more than five (5) items for future processing and synthesizing (Step 5).

#### List

- Youthfulness
- Faithfulness
- Contributions
- Active Membership
- Community Involvement

**STEP 3 GOAL:**  
Identify 5 items for parish mission planning consideration.

#### Diocese of Green Bay Vicariate Map Map updated for 7/20/17



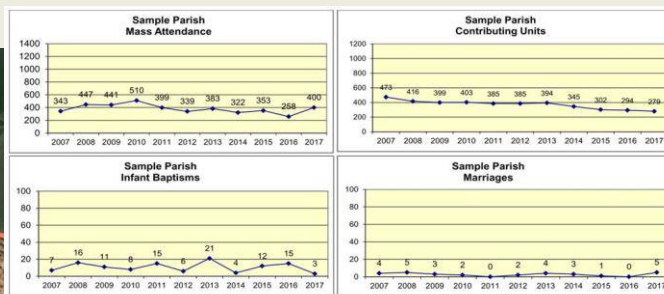
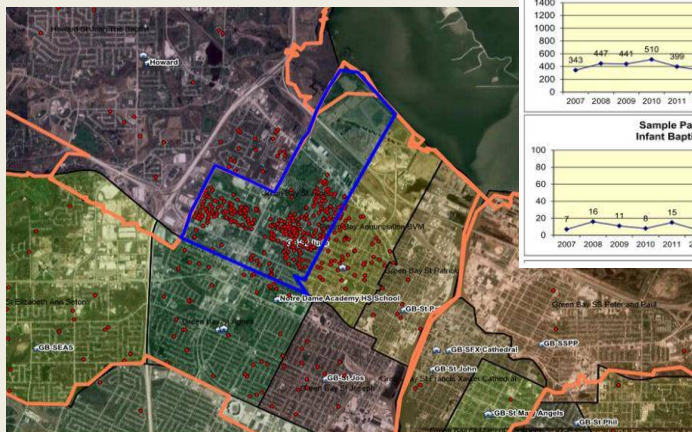
### ASSESSMENT OF CURRENT STATE

Baseline Trends for Diocese of Green Bay 2005-2015  
Note: OGD statistics lag 1 year; thus, year noted depicts actual figures from the previous year.



### DIOCESAN VIEW

## ASSESSMENT OF CURRENT STATE



## PARISH VIEW

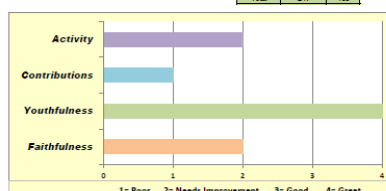
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Faithfulness (Mass Attendance & Registered Households)				
Year	Reg Hshlds	Mass Atnd	Ratio mass by Reg	Ratio Chg
2008	1912	1510	0.79	
2012	1894	1610	0.85	
2017	1924	990	0.51	-0.28

	Total Contrib	Contrib Units	Avg per contributor	% Incr / Decr
2008	\$1,083,071	1912	\$561	
2012	\$1,018,802	1894	\$538	-13
2017	\$1,010,671	1924	\$525	-13

Activity (Average % Difference in Reg Hshld, Contr Units, Mass Attend)			
Year	2008	2012	2017
Reg Hshlds	1912	1894	1924
Contr Units	1254	1102	918
Mass Atnd	1510	1610	990
Average	1552	1535	1277
Difference			-275
% diff			-18%

Targeted Strategy:  
Areas to focus on for Improvement:  
Faithfulness



Faithfulness: based on registered households and Mass attendance 2008, 2012, 2017

Youthfulness: based on actual sacraments received 2008, 2012, 2017.

Contributions: based on contributing units and average contributions 2008, 2012, 2017.

Activity: based on registered households, contributing units & Mass Attendance 2008, 2012, 2017.

Community Data: provided by MissionInsight and based on multiple national census and survey sources.

Youthfulness (Average difference of Baptism, 1st Communion, Confirmation, and Marriage)			
2008	2012	2017	Year
40	45	55	Bap
102	70	84	1HC
52	79	75	Conf
17	20	45	Mar
211	214	299	TTL
52.75	53.5	64.75	Avg

Enrollment		
School		Ret Ed
grade 3k	35	
grade 4k	28	
grade k	23	0
grade 1	23	41
grade 2	28	29
grade 3	33	40
grade 4	17	28
grade 5	31	28
grade 6	13	29
grade 7	11	42
grade 8	5	34
grade 9	0	53
grade 10	0	53
grade 11	0	52
grade 12	0	39
Total	247	459

Community Data						
Population/Households		Denomination/Affiliation			Family By Age	
	Total Popul	% of Pop.	% of Ad.	Age 0-4	Age 5-13	Age 14-17
Adults	14,273	Catholic	42%	8,147	2,497	1,313
Children	5,569	Protestant	41%	7,687	1,411	719
<b>Total Females</b>	<b>6,871</b>	Non-Denom	16%	3,037	819	503
		Other	1%	323	71	37
		<b>Baptist General</b>				
Sings	254	Total		19,334	age=5-	2,086
Death	124				Totals	19,332
		<b>No Religious Practice</b>	27%	5,231		

Parishioner Data		
	% of P	% Comm
203	3%	18%
668	11%	27%
386	7%	27%
1,932	33%	39%
1,954	33%	27%
777	13%	37%
5,920		31%
75	S. LUDLOW, JR.	

Community Data									
Head \$	Ethnicity (Popul)			Occup (Popul)	Comm Value	Non-Partic (Aught)			
\$14.9K	333	5% Asian	371	1.9% Blue Color	3,086	Pro-Life	22%	Trust Rail/Les	5%
\$15-24.9K	369	5% Black	114	0.5% White Color	7,265	Pro-Family	50%	Not Relevant	38%
\$25-34.9K	479	7% White	181	93%	1,933	Secularship	33%	Segregated	61%
\$35-49.9K	721	10% Hispanic	304	2.0%	2,140	Pro-Marriage	66%	Not Relevant	2%
\$50-74.9K	1,454	21% Other	332	2.0%	4,119	Immigration	98%		
\$75-99.9K	1,112	16%			3,054				
\$100-149.9K	1,651	24%			4,054				
\$150K+	752	13%			2,140				

Community Data: provided by MissionInsite and based on multiple national census and survey sources.

Community Services & Organizations - Kimberly Darby			
Day Care/Child Care	Mental Hlth/Crisis	Thrift Store/SVDP	
Youth programs	Job Search Assist	Shelters	
Parks/Museum	Government Offices	Low Income Housing	
Schools	Health Care	Nursing Homes	
Churches	Funeral Homes	Food Pantry/Meals	

Instructions to collect community data using Mission Insights will be presented at the workshops and materials will be provided.

Total possible community interfaces:



### Sample Parish

#### Faithfulness

(Mass Attendance & Registered Households)

Year	Reg HHs	Mass Attnd	% Reg HHs	Ratio Chg
2008	1912	1510	0.79	
2012	1894	1510	0.80	
2017	1894	966	0.51	-0.29

#### Contributions

(Contributions above the Diocesan Median of \$672 Per Year Per Contributor)

Year	Total Contri	Avg per Contributor	% Reg / Dioc
2008	\$1,653,071	1912	\$861
2012	\$1,718,502	1894	\$908
2017	\$1,816,671	1894	\$959

#### Activity

(Average % Difference in Reg HHs, Contri Units, Mass Attnd)

Year	2008	2012	2017
Reg HHs	1912	1894	1934
Contri Units	1254	1102	918
Mass Attnd	1510	1510	996
Average	1582	1535	1277
Difference		-275	
% Diff		-18%	

#### Enrollment

School	Rel Ed
grade 3K	35
grade 4K	28
grade 1	23
grade 2	28
grade 3	33
grade 4	17
grade 5	31
grade 6	13
grade 7	11
grade 8	5
grade 9	0
grade 10	0
grade 11	0
grade 12	0
Total	247

#### Targeted Strategy:

Areas to focus on for Improvement:

**Faithfulness**

**Contributions**

**Activity**

1= Poor 2= Needs Improvement 3= Good 4= Great

Faithfulness: based on registered households and Mass attendance 2008, 2012, 2017.  
 Youthfulness: based on actual sacraments received 2008, 2012, 2017.  
 Contributions: based on contributing units and average contributions 2008, 2012, 2017.  
 Activity: based on registered households, contributing units & Mass Attendance 2008, 2012, 2017.

Community Data: provided by MissionSite and based on multiple national census and survey sources.

#### Youthfulness

(Average difference of Baptism, 1st Communion, Confirmation, and Marriage)

Year	2008	2012	2017
Bap	40	45	55
1st	102	70	84
Conf	65	75	75
Mar	17	20	45
Total	211	214	259
Avg	52.75	53.5	64.75
Diff		12	

### Sample Parish

#### Community Data

Population/Households	Demographic Affiliation	Family by Age
Total Popul 19,332	% of Pop 8,147	Age 0-4 1,151 6%
Adults 14,173	Catholic 61%	Age 5-13 2,497 13%
Children 5,059	Protestant 21%	Age 14-17 1,411 7%
Total Households 7,031	Non-religious 18%	Age 18-29 5,003 26%
	Other 1%	Age 30-39 2,074 11%
Births 254	Totals 19,334	Age 40-49 2,086 11%
Deaths 124		Totals 19,332

\* No religious preference are those self-identifying as not associated with any faith.

#### Parishioner Data

	% of P	% of C
203	3%	18%
568	11%	23%
386	7%	23%
1,554	32%	28%
777	16%	37%
5,929	32%	37%
72	< unknown age	

#### Community Data

Household Income	Ethnicity (Popul)	Occup (Popul)	Comm Values	Non-Partic (Avg%)
\$14.0K 333	5% Asian 371	1.9% Blue Collar 3,506	Pro-Life 22%	Pro-Rel/Rel 53%
\$15-24.9K 568	1% Black 114	1.0% White Collar 7,288	Pro-Life 35%	Pro-Rel/Rel 35%
\$25-34.9K 479	7% White 18,181	30.9% Retirement 61%	Pro-Life 36%	Pro-Rel/Rel 28%
\$35-44.9K 247	10% Hispanic 384	2.0% Immigration 68%		
\$45-54.9K 1,454	21% Other 332			
\$55-64.9K 1,112				
\$65-74.9K 1,651				
\$75-84.9K 752				

Community Data: provided by MissionSite and based on multiple national census and survey sources.

#### Community Services & Organizations - Kimberlin Harbor

Day Care/Child Care	Mental Hlth/Crisis	Thrift Store/SVDP
Youth programs	Job Search Assist	Shelters
Parks/Museum	Government Offices	Low Income Housing
Schools	Health Care	Nursing Homes
Churches	Funeral Homes	Food Pantry/Meals
		Bleach/Lin

Instructions to collect community data using Mission Site will be presented at the workshops and materials will be provided.

Total possible community interfaces: 0

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# SCHOOL & PARISH KEY RECOMMENDATIONS – STEP 4

## What is the Purpose of these recommendations? TAB 7

### 9 STEP PLANNING WORKBOOK – PAGE 8

*To assist the planning team in identifying areas that promote:*

- **Mission and Vision Alignment:**  
*Parish & Schools of Discipleship*
- **Collaborative Leadership:**  
*Fostering collaborative dialogue and community connection*
- **Culture of New Evangelization:**  
*Reaching and receiving all souls for the kingdom of God*
- **Culture of Missionary Discipleship:**  
*Providing ongoing discipleship formation for children/youth and families*
- **Culture of Community Impact:**  
*Bringing schools and parishes together for community service and social endeavors*

#### PMP: STEP 4 ASSESSMENT – STRATEGIC CATHOLIC SCHOOL PLAN

- If the PMP team has responsibility for mission planning for a Catholic school or system, the parish and school PMP team will utilize copies of the *School and Parish Planning: Key Recommendations* document for this step.
- The PMP team will review *School and Parish Planning: Key Recommendations* document and determine which goals in this plan will be integrated into the development of their common parish/school Parish Mission Plan.
- No more than five (5) goals that stress formation in evangelization, collaboration, discipleship and cooperation between the parish and school as well as community impact should be identified by the planning team as a major parish/school collaborative focus.
- The PMP team will list no more than five (5) goals they have identified in this step and retain the list for future processing and synthesizing (Step 5).

Note: It is recommended that parishes that do not have an association with a school might still review the recommendations for ideas, especially relating to Evangelization and Community Impact.

List

1. \_\_\_\_\_
2. **STEP 4 GOAL: Identify 5 items in order of importance for parish mission planning consideration.**
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

## BREAKOUT SESSIONS FOR PASTOR/PASTORAL LEADERS, TEAM FACILITATORS AND TECH INDIVIDUAL (MISSIONINSITE)

### PRIESTS' AND PASTORAL LEADERS TRACK

Roles and Expectations  
Introduction to Hospitality and  
Intergenerational Considerations  
Parish Evangelization and Alpha

### PMP MEETING FACILITATORS TRACK

The Role of the Meeting Facilitator  
Leading the PMP Team through Steps 1 -9  
Setting the Agenda and Keeping Records

### TECH/MISSIONINSITE TRACK

Uses of MissionInsite  
Technical Aspects of MissionInsite  
How to Understand Your Parish Data

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## NEXT STEPS

1. The Pastor/Pastoral Leader needs to finalize the members of their PMP team.
2. The PMP Team Facilitator schedules the first planning meeting with the whole team.
3. At the first planning meeting, schedule all remaining planning meetings (2 or 3 per month, completion of the planning process by December 14, 2018).
4. The PMP Team Facilitator sends the planning meeting schedule to all team members and to Dr. Joseph Bound, Parish Mission Planning Director at [pastserv@gbdioc.org](mailto:pastserv@gbdioc.org).
5. The Pastor/Pastoral Leader ensures that the online the Health of Leadership Survey is completed two weeks prior to the first PMP team meeting.
6. The Pastor/Pastoral Leader assigns and distributes the operational checklists to the appropriate personnel for completion. The checklists are to be submitted to the Pastor/Pastoral Leader two weeks prior to the first PMP meeting. Please have copies for all the PMP team members.
7. The Tech Person downloads the MissionInsite data so that it is available for Step 3 of the planning process.

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