

ANNUAL STATISTICAL REPORT INSTRUCTIONS

The online report has not changed from last year, but here are some instructions to get you started.

What has changed in this 2020 pandemic year is your ability to collect data that represents your congregation, from membership to weekly worship attendance to Christian education numbers. Please do your best, as that is all anyone can expect. If you want to use numbers from the first two months of the year to extrapolate for the remainder, that is one way. Counting online attendance from “views” may be quite inaccurate.

Remember, the *Internet Explorer* browser does not work with the Statistics program – please use *Chrome, Firefox or Safari*. When your information has been assembled, go to: oga.pcusa.org/stats

Enter your church PIN (5 digit with the leading 0, if needed) and Password. See label below.

NOTE: If you want to see multi-year trends for your church or any church or presbytery in the denomination go to: <https://church-trends.pcusa.org/>

Please contact Loreen Stravers in the Presbytery office if you have questions. loreen@blackhawkpresbytery.org. I will soon have a new phone number—we will send by email ASAP.

Click on the three tabs across the top to navigate through the sections and make changes or enter data

When you are finished and want to print your report, go back to this tab and click on the PDF box

When in the Church or Clerk tabs, the Tasks box on the right allows you to edit this information

Church Statistics
Pin: 01001 Synod/Presb: Blackhawk
Press the Statistical Questions tab to enter your statistics.

Church Clerk Statistics Questions

Church Report: PDF

Name:
Address 1: Secondary 1:
Address 2: Secondary 2:
City/State/Zip: City/State/Zip:
Website:
Location:

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Church Statistics
1 Synod/Presb: Blackhawk

Church Clerk Statistics Questions

Name: Your clerk's information goes here

Mailing

Address 1: Secondary 1:
Address 2: Secondary 2:
City/State/Zip: City/State/Zip:

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Synod/Presb: Blackhawk

Church

Clerk

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SESSION ANNUAL STATISTICAL REPORT FOR THE YEAR 2020

This is designed to guide you through the statistical information that you must provide to the presbytery.

In accordance with G-3.0202f, churches must provide statistical information to the presbytery, presbyteries submit completed reports in accordance with General Assembly mandates. The Office of the General Assembly gathers the various PC(USA) presbytery reports to become the "OGA Statistics" that appear annually in the *General Assembly Minutes*, Part II, *Statistics*.

PLEASE NOTE: The session needs to approve the report as early as possible after December 31, 2020. This is a session report and DOES NOT require approval at a congregational meeting.

Contact your presbytery regarding the following questions:

1. When is the deadline? **FEBRUARY 18, 2021 for churches to enter their data online**
2. Oops, I hit the 'Submit' button and I have not entered data?
3. I've submitted my statistics and need to make a correction.

Questions such as:

1. Can I access the program/print reports after I've submitted?
2. Do I need to enter everything at one time?
3. How do I print my report or a previous year report?

When in the Statistics tab, the Tasks box on the right takes you to the four statistics pages

The following pages can be used like a workbook to assemble the information you will be entering online

Membership Statistics

Beginning membership shows your church's active membership as of December 31 of last year (G-1.0402). This is the official membership figure that appeared in the *2019 Minutes of the General Assembly, Part II, Statistics*. This figure cannot be changed. If the actual membership as of 1/1/2020 is different than the Beginning Membership, check the box and enter the new starting membership.

Beginning Membership

Different Beginning Membership?

Gains

Enter the number of persons received in 2020 into active membership by certificate of transfer from other churches (G-1.030b).

Certificate Gains

Enter the number of persons age 17 or younger received in 2020 through Profession of faith.

Youth Professions of Faith

Enter the number of members received in 2020 through the (first-time) profession of faith (18 or older), or reaffirmation (G-1.0303a & c).

Professions of Faith and Reaffirmations

Total Gains

0

Losses

Enter the number of persons dismissed in 2020 to other churches for whom certificates of transfer have been issued (G-3.0204).

Certificate Losses

Enter the number deleted from the roll in 2020 because of death. (G-3.0204a).

Deaths

Enter all other reductions (G-3.0204a) in 2020, reasons including persons temporarily excluded or removed from active membership (D-10.0300).

Deleted from the Roll for any Other Reason

Total Losses

0

Beginning Membership (or New Starting Membership, if corrected), plus Total Gains, then subtract Total Losses. This figure should equal the number of persons that appear on the active member roll. (This is the figure presbytery per capita is based on.)

Ending Active Membership as of 12/31/2020

Enter the number of women included in your total ending active membership.

Woman Members

The ending active membership does not automatically calculate. The page must balance in order for changes to save.

Congregational Life

Baptisms

Enter the number of infants and children presented for Baptism by parent(s) or others in 2020.

Presented by Others

Enter the number of persons who presented themselves for Baptism in 2020 at the time of their confirmation.

At Confirmation

Enter the number of all others who presented themselves for Baptism in 2020.

All Other

Enter the weekly average of all regularly-scheduled worship services.

Average Weekly Worship Attendance

Persons who are not members of the Presbyterian Church (U.S.A) who participate in the life and worship of this congregation.

Friends of the Congregation

Enter the number of ruling elders serving on session as of 12/31/2020.

Number of Ruling Elders on Session

Do you have deacons?

Age Distribution of Members

Enter the number of active members in each category. This figure needs to be equal to or less than Ending Active Membership.

25 and Under

26 - 40

41 - 55

56 - 70

71 and Over

Total

0 / 3

Age Distribution of Christian Education Groups

List the number of persons in each category according to the education records for 2020. This total should include, but not be limited to, small groups, such as, Bible studies, spiritual formation groups, and youth groups. This total will automatically calculate when you hit the 'Accept' button. Do not include Vacation Bible School.

Birth - 3

Age 4

Kindergarten

Grade 1

Grade 2

Grade 3

Grade 4

Grade 5

Grade 6

Grade 7

Grade 8

Grade 9

Grade 10

Grade 11

Grade 12

Young Adult

Over 25

Officers/Teachers

Total

0

Disability and Racial Composition

More information is found on the Racial Ethnic Stats page

Persons with a Disability

| | | |
|---|---------------------|----------------------|
| Persons with a major hearing loss. | Hearing Impairment | <input type="text"/> |
| Persons whose ability to move about is substantially impeded. This would include persons suffering from diseases such as arthritis and persons dependent upon canes, crutches, or wheelchairs, etc. | Mobility Impairment | <input type="text"/> |
| Persons with severe visual limitations. | Sight Impairment | <input type="text"/> |
| Persons with less easily discerned disabilities such as heart disease, diabetes, epilepsy, or mental conditions. | Other Impairment | <input type="text"/> |

Racial Ethnic Composition of the Church

| | | |
|---|--|----------------------|
| Persons originating or descended from Japan, China, Indonesia, Malaysia, Taiwan, Korea, Vietnam, Laos, Cambodia, Myanmar, the Philippines, Thailand, Hawaii, Samoa, Guam, the U.S. Trust Territories of the Pacific or the Northern Marianas; Tibet, Pakistan, Sri Lanka, and India. | Asian/Pacific Islander/South Asian | <input type="text"/> |
| Persons originating from or descended from black Africa. | Black/African American/African | <input type="text"/> |
| Persons originating or descended from any races, cultures, and nationalities from Latin American countries (Mexico, Central America, South America, and the Caribbean). | Hispanic/Latinx | <input type="text"/> |
| Persons descended from American Indian, Eskimo, or Aleut, and regarded as such by the community of which the person claims to be a part. | Native American/Alaska Native/Indigenous | <input type="text"/> |
| Persons originating from or having ancestry from these countries: Egypt, Libya, Algeria, Morocco, Tunisia, Sudan, Armenia, Kurdistan, Bahrain, Cyprus, Iran, Iraq, Israel, Jordan, Kuwait, Lebanon, Oman, Palestine, Qatar, Saudi Arabia, Syria, Turkey, United Arab Emirates, and Yemen. | Middle Eastern/North African | <input type="text"/> |
| A person having origins in any of the original peoples of Europe. | White | <input type="text"/> |
| Persons descended from two or more racial groups listed. | Multiracial | <input type="text"/> |
| Total | | 0 / 3 |

Financial Data (Whole Dollars Only. Do Not Use Punctuation or Add Cents.)

PLEASE NOTE!

Financial gifts from donors; rents; fees; income from investments and endowments; special offerings; general purpose fundraisers; and subsidies or grants. Include gifts for bequests or endowments.

Annual Income

The total of all expenditures for the current operations of the congregation including but not limited to personnel, building maintenance, program, mission, and administrative cost. Also include special offerings, contributions to the denomination (presbytery, synod, or General Assembly), staff pensions, payroll tax contributions, utilities, insurance, payments of interest and principal on loans. Do not include capital campaign expenditures.

Annual Expenses

The total of moneys given to mission related activities at the local, presbytery, synod or national level, ecumenical bodies or mission causes not related the Presbyterian Church (U.S.A).

Mission (Subset of Annual Expenses)

The total of all expenditures for staff (ordained and non-ordained) including but not limited to salaries, benefits, payroll tax contributions, workers compensation, retirement and health insurance contributions.

Personnel (Subset of Annual Expenses)

The total of expenditures related to the place where the congregation regularly gathers for worship, education, and spiritual nurture.

Facilities (Subset of Annual Expenses)