

Parish Stewardship Annual Report

The parish has the responsibility to be accountable to its parishioners, who have entrusted their gifts from God to their parish. One of the ways to do this is to provide a stewardship report. The purpose of the report is to thank, inform and invite continued participation in the parish. In turn, the parishioners tend to develop a sense of ownership, which often leads them to increase their commitment to the parish. Here are elements that go into a typical report:

1. Message from the Pastor
2. Parish Mission/Vision Statement
3. Check Out Our Numbers - Facts and Figures
 - a. Families in the parish
 - b. Registered parishioners
 - c. Average weekly attendance
 - d. New families registered
 - e. Infant baptisms
 - f. Received via RCIA
 - g. Children celebrated First Holy Communion
 - h. Confirmation candidates
 - i. Weddings
 - j. Funerals
 - k. Liturgical Ministers and Choir members
 - l. Children in Faith Formation Pre K - 8
 - m. Children in parish school
 - n. Catechists
 - o. Teens in Youth Ministry
 - p. Young Adults in Faith Formation
 - q. Adults in Faith Formation
 - r. Fundraising Activities
 - s. Parish support to other charitable organizations
4. Photo highlights and special events of the past year
5. Stewardship Prayer
6. Financial Report
 - a. Statement of receipts and expenditures with budgets
 - b. Balance sheets - Assets and Liabilities
 - c. Financial Notes and Highlights
7. Directory of Staff, Ministries and Associations