

# 2025 Parish Planning Process – Parish Report

Name of Parish: St. Frances of Rome

## **SECTION A:**

### **I. About Parishioners**

1. Total number of registrations: 315
2. Total number of parishioners (all ages): 550
3. Approximate percentage of members who are:
  - a. Over 60 years of age: 60.5%
  - b. Ages 41 to 60: 14.18%
  - c. Ages 20 to 40: 13.63%
  - d. Ages 14 to 20: 5.09%
  - e. Under age 14: 5.27%
4. Over the past five years, has the number of parishioners been:
  - a. Increasing:
  - b. Decreasing: X
  - c. Staying the same:
5. Estimated percentage of registered households that are actively engaged in the parish: 37 %
6. Ethnic make-up of parish:

<i>Percentage of parishioners who are:</i>	<i>increasing</i>	<i>decreasing</i>	<i>staying the same</i>
a. African American: <u>      </u> %	<u>      </u>	<u>      </u>	<u>      </u>
b. Asian: <u>      </u> %	<u>      </u>	<u>      </u>	<u>      </u>
c. Caucasian: <u>      </u> %	<u>      </u>	<u>      </u>	<u>      </u>
d. Hispanic: <u>      </u> %	<u>      </u>	<u>      </u>	<u>      </u>
e. Other groups: <u>      </u> % (Haitian, African, others)	<u>      </u>	<u>      </u>	<u>      </u>

## II. About Parish Facilities

### 1. Church:

- a. Age of church: 138
- b. Seating capacity of church: 258
- c. Date of most recent church renovations (if applicable): 5/2021

### 2. School (if applicable)

- a. Presently used as a grade school: yes \_\_\_\_\_ no X
- b. If yes, number of students: \_\_\_\_\_
- c. Maximum capacity of school: \_\_\_\_\_
- d. If no, what is school used for: \_\_\_\_\_  
\_\_\_\_\_

### 3. Rectory:

- a. Is the rectory used as a home for a priest? yes X no \_\_\_\_\_
- b. Is the rectory used for parish offices or other purposes? yes X no \_\_\_\_\_

### 4. Other Campus Facilities:

- a. Does the parish have a gymnasium? yes \_\_\_\_\_ no X
- b. Approximate number of parking spaces on parish property: 82
- c. List other parish buildings: Eifler Theater  
\_\_\_\_\_  
\_\_\_\_\_

### 5. Name any anticipated capital repairs or building projects planned for the next five years: New roof on church; resurface parking lot; \_\_\_\_\_ \_\_\_\_\_

### 6. Does the parish have a cemetery? yes \_\_\_\_\_ no X

### III. About Parish Ministries

1. Weekend Eucharist: (attendance figures should be based on a typical weekend in ordinary time: e.g., October)

a. Time of Mass: 4:30 PM Average attendance: 40  
b. Time of Mass: 8:30 AM Average attendance: 85  
c. Time of Mass: 10:30 AM Average attendance: 85  
d. Time of Mass: \_\_\_\_\_ Average attendance: \_\_\_\_\_

2. Over the past five years, has Mass attendance been:

a. Increasing \_\_\_\_\_ b. Decreasing \_\_\_\_\_ c. Remaining the same X

3. Weekday Eucharist: (attendance figures should be based on typical weekday attendance not considering Holy Days or particular seasons.)

a. How many per week: 3 b. Average attendance: 23

4. Sacraments (statistics from 2024)

Number of:

a. Baptisms: 1 Children: 1 Adults: \_\_\_\_\_  
b. First Communions: 2 Children: 2 Adults: \_\_\_\_\_  
c. Confirmations: 0 Children: \_\_\_\_\_ Adults: \_\_\_\_\_  
d. Weddings: 1  
e. Funerals: 20

5. Education: (Statistics from present school year)

a. Day Care: yes \_\_\_\_\_ no X # of students \_\_\_\_\_  
b. Grade School: yes \_\_\_\_\_ no X # of students \_\_\_\_\_  
c. Religious Education Program: yes \_\_\_\_\_ no X # of students \_\_\_\_\_  
d. OCIA: yes X no \_\_\_\_\_ # of participants 2  
e. Adult Education: yes X no \_\_\_\_\_ # of participants 53

6. Youth and Young Adult Ministry Programs:

- a. Jr. High: yes \_\_\_\_\_ no X # of participants: \_\_\_\_\_
- b. High School: yes \_\_\_\_\_ no X # of participants: \_\_\_\_\_
- c. Young Adult Programs: yes \_\_\_\_\_ no X # of participants: \_\_\_\_\_

7. Does the parish have:

- a. Parish Council: yes X no \_\_\_\_\_
- b. Finance Council: yes X no \_\_\_\_\_
- c. Pastoral Care/Hospital Ministry: yes X no \_\_\_\_\_
- d. Regular Eucharistic Adoration: yes \_\_\_\_\_ no X
- e. St. Vincent DePaul Conference: yes \_\_\_\_\_ no X
- f. Counseling Services: yes \_\_\_\_\_ no X
- g. Alcoholics Anonymous (or similar) yes \_\_\_\_\_ no X
- h. Sports leagues for adults: yes \_\_\_\_\_ no X
- i. Sports leagues for children/youth: yes \_\_\_\_\_ no X
- j. Ministry programs for seniors: yes \_\_\_\_\_ no \_\_\_\_\_
- k. Provide care for nursing home(s): yes X no \_\_\_\_\_

No. of nursing homes: 1

- l. Provide care for a hospital(s): yes \_\_\_\_\_ no \_\_\_\_\_

No. of nursing hospitals: As needed

- m. Provide services to a jail/prison: yes \_\_\_\_\_ no X

- n. Service Ministries/Organizations:

SEE ADDENDUM A

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- o. Social or Recreational Ministries/Organizations:

SEE ADDENDUM B

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8. Approximate number of non-registered persons that regularly attend weekend Mass or are involved in other parish activities: \_\_\_\_\_

#### IV. About Parish Staff

Indicate the number of your present parish staff for each of the positions listed below and indicate whether they are full-time, part-time or volunteer. If volunteer, indicate the number of hours. Do not include school personnel since this data has already been collected.

	<b><u>Paid</u></b>		<b><u>Volunteer</u></b>
	<b><u>FT</u></b>	<b><u>PT</u></b>	<b><u># of hours</u></b>
a. Pastor (or Pastoral Administrator)	X		
b. Associate Pastor (or Sacramental Moderator)		X	
c. Priest in Residence		X	
d. Deacon			
e. Pastoral Associate			
f. Director of Religious Education			
g. Director of Youth Ministry			
h. Director of Music Ministry			
i. Director of Worship			
j. Business/Parish Manager		X	
k. Bookkeeper		X	
l. Secretary(s)			12
m. Maintenance		X	
n. Other	X		

List title of Other Coordinator of Faith Formation and Parish Life (FT); IT (PT); HR (PT); facilities/operations (PT)

V. **About Parish Finances (Data from most recent financial reports)**

- a. Total annual income from collections: \$ 410,572
- b. Total annual tuition income: \$ n/a  
(if applicable and not included above)
- c. Total annual parish revenue: \$ 443,184
- d. Total investments and savings: \$ 344,313
- e. Total present debt to banks or Archdiocese: \$ 0
- f. Date of most recent capital campaign: \_\_\_\_\_
- g. Amount raised in most recent capital campaign: \$ \_\_\_\_\_
- h. Highest parish annual expenses:
- |  |           |                |
|--|-----------|----------------|
| 1. Payroll and benefits:               | Amount \$ | <u>290,055</u> |
| 2. Other expense: <u>Cath. Assess.</u> | Amount \$ | <u>27,803</u>  |
| 3. Other expense: <u>Utilities</u>     | Amount \$ | <u>21,452</u>  |
| 4. Other expense: <u>Property Ins.</u> | Amount \$ | <u>13,758</u>  |

IV. **About Collaboration**

1. List any programs or staff positions that the parish shares with another parish:  
Business manager; Director of Sacred Workshop & Music; Bookkeeper; Dir of Facilities & Operations;

Maintenance; IT; stewardship; all shared with Holy Trinity

2. List any other partnerships/sponsorships the parish has with churches or organizations:  
Jamaica - financial support

*If more space is needed, for any of the below questions, feel free to attach a separate page.*

**SECTION B:**

- I. What are three particular strengths of this parish that attract members and keep them involved?

1. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- II. What are three significant challenges facing this parish?

1. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- III. What is the unique mission and ministry of this parish for its members and for the wider community?

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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**SECTION C: (for parishes with schools)**

I. What are three particular strengths of your parish school that attract families and keep them enrolled?

1. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
2. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
3. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

II. What are three significant challenges facing this school?

1. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
2. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
3. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

III. Name anything that is particularly unique about this school, for its students or for the wider community.

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