



## Archbishop Thomas J. Murphy Parish Stewardship Award

### Evaluation Criteria

**Deadline July 31 – Applicant must be an ICSC member in good standing**

The Evaluation Criteria can serve as talking points to help you complete your Parish Summary. The committee uses these criteria to judge each application.

Each section and sub-section will be evaluated on a scale of 1 to 10 (1 lowest/10 highest) **in two separate categories: large parishes (3,000+ families) and small parishes (less than 3,000 families).**

### Parish Leadership\*

#### Commitment and Parish Progress

- The parish leadership, along with pastor, are actively committed to stewardship as a way of life.
- Parish mission statement incorporates a stewardship vision from the U.S. Bishops Pastoral Letter on Stewardship.
- Parish leadership has a detailed annual stewardship plan with on-going responsibilities which nurture all areas of parish life.

\*includes, Pastor, Parish Council, Finance Council and other pertinent leaders.

**Based on the “Pillars of Stewardship” Hospitality, Prayer, Formation, Service -  
how does your parish embrace stewardship in all areas of parish life?**

### Hospitality

The parish exhibits an inviting and sense of belonging atmosphere to new and current parishioners, visitors and all others.

- An official orientation/welcome for the new parishioner is in place. Give a breakdown of your process including from the inception (i.e.) visitor guides/packages to weekly hospitality and the process itself of the orientation/welcome for the new parishioner. “How can I connect and enter fully into the life of my parish community?” Is there any follow-up for this group?
- Hospitality at: liturgical celebrations, office staff, parish services and meetings.
- Tell us about any other forms of hospitality available in your parish and include any special needs programs, age related groups and outreach.
- Important days acknowledged (birthdays, anniversaries, etc.).

### Prayer

Prayer should be the heart and soul of your parish. Tell us how prayer is made a priority, incorporated in all areas of parish life and has become the font of spiritual growth.

- Lectors, Extraordinary Ministers, music and all other ministers of Sunday workshop.
- In parish ministry settings, meetings, etc.
- Parent, families given opportunities, guidance and resources for a home prayer life.
- Perpetual Adoration, RCIA program, sacramental preparation, etc.
- Prayer requests through a variety of media: bulletin, websites, prayer ministries, other media, etc.
- All other prayer opportunities in your parish (retreats, missions, etc.)

## Formation - Education

Formation of the mind and conversion of the heart is a life-long journey for a steward. Describe how your parish weaves stewardship formation throughout the following demographic groups. What are the elements of stewardship education in each group below?

- a) Children
- b) Youth and teens
- c) Young Adults
- d) Adults
- e) Seniors
- f) Various parish cultures (as applicable)
- g) Parish leadership (clergy, staff, ministry leaders/members)
- h) Unchurched (those outside parish walls)
- i) Overall

## Service

An unending formation process should lead to a realization of a need to give of ourselves. Service to your parish and outreach to the community and beyond is what we are called to do as God's stewards. Tell us how your parish gives everyone the opportunity to give of themselves.

- a) Annual stewardship renewal event (outline your process including commitment renewal materials of time, talent and treasure. Pledge cards, lay witness testimonies, follow-up process), include parish-created materials from any brochures, ministry information guidebook, etc.
- b) How do you encourage people into ministry during the year? Include any media resources used.
- c) What is the follow-up process for stewardship commitment or renewals?
- d) Parish discernment process to help people identify their gifts. A process to discern how to best use their gifts for the benefit of the parish, community and beyond.
- e) Recognition or thank you events for volunteers.
- f) Annual formation workshops for ministry and other parish leadership groups.

## OTHER:

### General Parish Assessment:

- a) The parish produces an annual report that reflects stewardship throughout every area of parish life (show samples).
- b) What is unique about your parish? What examples/lessons does your parish offer or helps mentor other parishes in stewardship?
- c) In what areas does the parish have the greatest opportunity for growth in living stewardship? Please describe your efforts.
- d) What are your challenges in stewardship?
- e) Add anything you want us to know "how your parish lives and breathes stewardship as a "way of life."
- f) How has your parish stewardship efforts responded to unique events or national crisis?
- g) Review below "Parish Data chart" and give us your information.

**Measurable Parish Data/Growth in Stewardship Efforts Over a Three or Five Year Period**

	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>
# of registered households					
# of those attending Mass					
# of ministries					
# of volunteers/parishioners involved in parish ministry					
# of pledges at stewardship renewal					
# of parishioners giving electronically (ACH or Credit Card)					
# of parishioners using envelopes/regular contributors					
% of parish funds given as outreach					
Total Offertory					