

The Church Development Tool

Information pack

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What is the Church Development Tool (CDT)?

The Church Development Tool is designed to help dioceses and churches reflect on how their communities are living out their faith daily, while also providing them with valuable information so they can plan for the future.

The tool comprises of adult and children surveys that will provide specific insight into not only how a church congregation practices their faith – that is their discipleship journey, but also demographic information on church congregations. The survey is completely anonymous and can be completed online or on paper in 10 minutes.

Once your church has completed the survey you will be able to download a short report, which will not only provide summary results of your survey but also census and deprivation data which will enable you to understand whether your church reflects the local area in which you sit.

You will also be offered resources on how you can take the insights provided into actionable steps for improving your church missions and relationships with your congregation.

What is a Church Champion?

As 'Church Champion' you will be a nominated or self-nominated member of a congregation(s) who voluntarily takes responsibility for the collection, organisation and submission of the CDT information for your church.

What does a Church Champion do?

Fundamentally a Church Champion needs to be enthusiastic and passionate about learning more about their church, and how to improve its mission work and other aims.

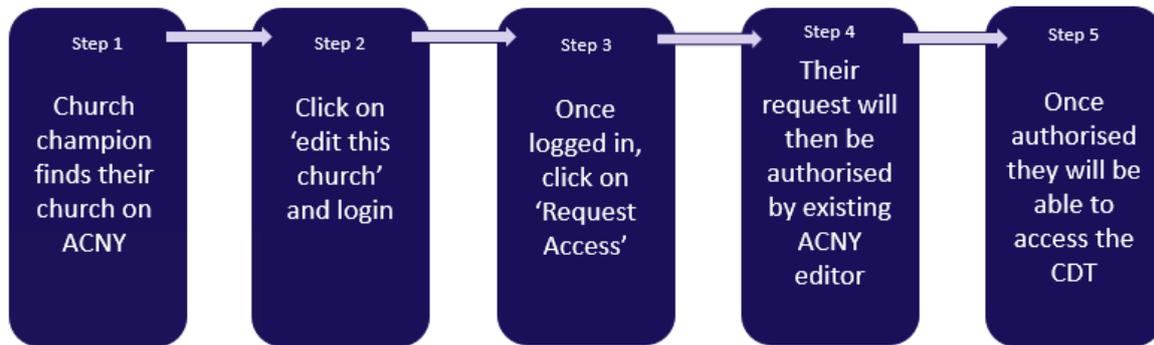
Key responsibilities include:

- Sharing the CDT survey (via the survey link or paper version) with their entire - if not as much as possible - church congregation.
- Enabling as much of their congregation to participate in the CDT surveys
- Accessing the reports and other useful resources providing further insights on how to take and use learnings from the CDT.

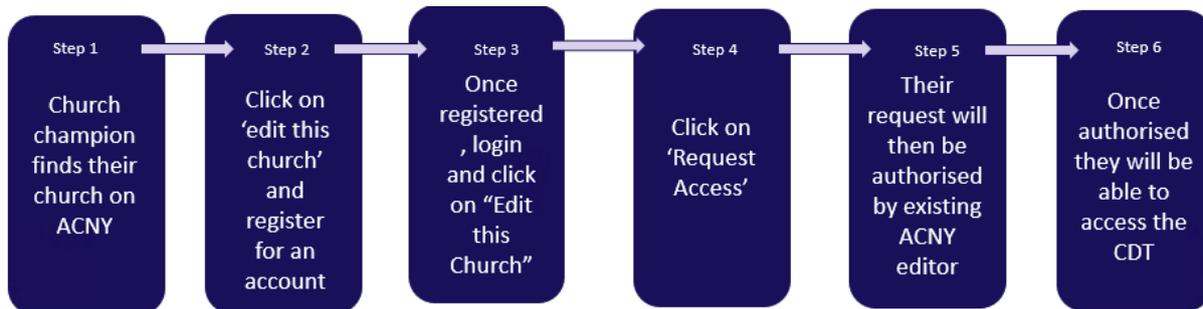
Step by step guide for Church Champions

How to create Church Champion Account

If you already have an ACNY account:

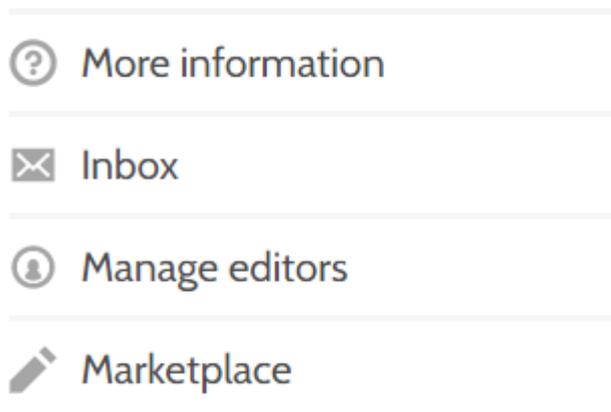


If you do not yet have an ACNY account:

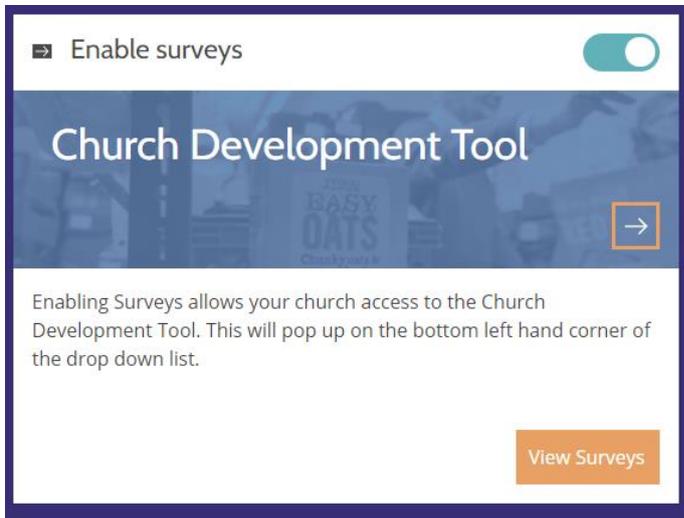


How to access the CDT

To access the CDT [when logged in to your A Church Near You page](#), click on your church, on the left-hand side and click on the new Marketplace section:



Then the Survey section will appear. Make sure the toggle in the top right-hand corner is to the right, then click on view surveys in the bottom right-hand corner:



You will then have access to the surveys we are making available under the Church Development Tool section on the left hand sidebar. There are three surveys for three different age groups, which you can send out as a link as required. To do this, click on the survey to load and copy the URL at the top of the page. This URL can be sent to your congregation in a newsletter, as a specific email to let them know about the CDT or even in church WhatsApp groups.

The export section allows you to download your surveys, and the report tool will let you see an overall report for the surveys completed by the church.

The download PDF section allows you to print out the surveys for those who are not able to go online, these can then be manually entered.

All online surveys are automatically submitted to us upon completion.

How could the Church Development Tool work in your diocese?

Using the Church Development Tool is voluntary, but we are encouraging all dioceses and churches to participate.

- Many dioceses will already have in place a vision or some strategic priorities that they are working towards. Other dioceses will be developing these. These may well overlap in themes with those expressed in the national Vision and Strategy work mentioned above.

- The Church Development Tool can provide a valuable way of assessing areas of relative strength and weakness across a diocese, enabling data-rich discussions about priorities and resource allocation.
- Ideally the Church Development Tool should be used in each church every year or so, allowing dioceses to measure progress.
- Additionally, the Church Development Tool provides a means of dioceses, churches, and the National Church Institutions being in conversation together, contributing to the shaping of strategy at every level.
- It will be very helpful if diocesan leadership teams can give profile to the Church Development Tool locally and encourage participation.
- More details to come on actionable steps for churches once the survey data is collected and reports are made available. For example the *Evidence to Action* piece available in the Resource Hub on ACNY.

FAQs

Admin side of CDT

- **What is a Church Champion?**
A church champion is a nominated or self-nominated member of a congregation who voluntarily takes responsibility for the collection, organisation and submission of the Church Development Tool (CDT) information for their church.
- **What are my responsibilities as a Church Champion?**
To inform your congregation and other church members in advance when the CDT will be accessible, so that they can get involved. To share the survey with members of your congregation. Finally, to nudge as many members of your congregation as possible to participate – the more people that fill out the h – the more information your church will have. .
- **How do I sign up?**
Step 1 - Go to the ACNY website
Step 2 - Find your church and click 'edit the church',
Step 3 – Register yourself as Church Champion by completing the form
Step 4 - Once you have registered you will just need to be approved by an existing ACNY editor. Once this has happened you will receive an email letting you know you have been approved and are all ready to go!
- **I have forgotten my password for ACNY, what do I do?**
Please use the 'forgot my password' facility on A Church Near You and you will then be redirected to reset your password. If you continue to encounter problems, then please email chima.rickards@churchofengland.org

General CDT Queries

- **What is the Church Development Tool?**
The Church Development Tool (CDT) is a voluntary resource designed to help churches reflect on how their communities are living out their faith in the everyday, while also providing them with valuable information so they can plan for the future.
- **How is the Church Development Tool different to the Big Church Survey?**
We were due to launch the BCS last May, however, due to the pandemic this was not possible. In the interim we have been able to build on the success of the 2019 Big Church Survey pilot and in collaboration with our NCIs colleagues and dioceses make amendments to ensure that the tool is as helpful as possible for all churches and dioceses taking part as we seek to rebuild post-COVID
- **When will the survey be accessible?**
The survey will be available to use during May - July 2021
- **Is there a PDF/paper version of the survey?**
A paper survey for both adults and children will be available to download from the A Church Near You website. Just ask your Church Champion for more information.
- **Who is the survey intended for?**
Everyone! We are encouraging everyone in your congregation to participate (including children).
- **How can we access the survey?**
A link will be made accessible to you by your Church Champion.
- **How will the Pdf version of the survey info be input?**
Church Champions will fill in the surveys online from the paper copies on behalf of the relevant congregation member.
- **How long does it take to fill out the survey?**
The survey takes between 10 and 15 minutes to complete.
- **What do I do if somebody needs help filling in their form?**
The online form is intuitive to use and there is a paper version available for any congregation members not comfortable with using an online form.
- **Can children do the survey?**
Yes, there are two extra separate surveys for young members. One for ages 0-5, the other for ages 6-13. Older children may be able to complete much of the survey independently, but most children will, however, need support to complete the question about ethnicity.

Survey questions specific aspects

- **What kind of information is the CDT gathering?**
The questionnaire focuses on not only the demographic makeup of a congregation (e.g. age, sex and ethnicity) but also their individual discipleship journeys. For example, how confident they feel sharing their faith or how often they read their bible.
- **Why is there a children's survey?**
We are interested in all members of the church, which includes its youth and how we can better support their faith journey.
- **Why are you asking me about sex?**
We want to understand the profile of the church so we can think about how to reach out to those groups of people who are currently missing out. The CDT is a tool that can be used annually as a way of measuring how our congregations change.
- **Why are you asking about my postcode?**

We are asking about postcode so that churches will have a better idea of how many people live inside or outside the parish. This information can help churches to better understand their congregations and parish.

- **Is the information gathered anonymised/ will it be confidential?**

Yes, the information collected is confidential as we will not be collecting any personal information (e.g. name, email) then it will be anonymous too. All data gathered will be aggregated before being reported as well.

Use of Survey

- **Who is meant to fill out the survey?**

Ideally all members of the church congregation – if not as many as possible. The more people that complete it, the more likely it is that your results will give a good reflection on your congregation.

- **Why should our church participate?**

Churches have found themselves in extraordinary circumstances over the past 18 months. They have had to navigate their way through a series of government lockdowns, sickness and fatigue, all while providing pastoral care for their communities and engaging with new worshippers online.

It is our hope that the Church Development Tool and resources will make planning for the future a little bit easier as it will provide:

1. Detailed data on the demographic mix of each participating church
2. Previously unavailable information on the discipleship journey of the congregation
3. Links to resources to help church leaders respond to this learning

- **What use is the tool for churches/parishes?**

The results from the CDT can be used in conjunction with a range of free resources (including 'From Evidence to Action') to help churches really make the most of their results. We want churches to feel empowered to use their results to not only grow their church congregations and but to also help people with their own discipleship journeys.

- **What use is the tool for Dioceses?**

It will support and contribute to the shaping of Diocesan vision and strategy, by enabling data evidenced discussions about priorities and resource allocation. It will also enable the measuring of progress – knowing where you are at, where you are aiming for, and how close you are to getting there.

- **What use is this for our congregations?**

It can help your congregations feel seen. Knowing that their church is aware of their characteristics, aspects of their faith journey and making efforts to support them in this will feed a more interactive engagement with your church members. The discipleship questions are also thought provoking in themselves and are a helpful tool for reflection for individuals.

- **Who can access the results?**

Church champions, other church administrators such as clergy, and dioceses.

- **When will churches be able to access the results?**

All results will be made available for churches from July. We will be notifying all users nearer the time.

- **How will the results be reported?**

Churches – The results for individual churches will be reported at the aggregate level in a short summary report. This report will not only provide a summary of the results but also some questions to help churches think through some of their results.

Dioceses – Aggregated data will be provided for dioceses in the form of an Excel sheet. This will provide church level information but will be provided in such a way as to not identify individuals participating in the CDT.

National – The overall results of the CDT will be analysed and reported at a national level. The results will be aggregated so no individual church level data will be reported.

Useful links

A Church Near You: www.achurchnearyou.com

Resource Hub on ACNY where Evidence to Action info can be found:
www.achurchnearyou.com/hub/

Contact

If you have any queries regarding The Church Development Tool , then please do not hesitate to get in touch.

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