

October 2017

**Miss Susan E Pope**  
**Diocesan Secretary**

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Dear Incumbent,

### **Annual Statistics for Mission 2017 – for submission by 19 January 2018**

I am writing to ask you to start the process of collecting this year's statistics for mission figures.

Thank you to all of you who submitted forms for 2016 particularly those that helped with the process by using the online portal. It is important that we receive returns from all parishes not only for use within the diocese but also to ensure that the national church has accurate information about us. If you need help in order to provide the information please ask Sue Luckhurst (see below for details).

The on-line facility for the 2017 data collection will be available from Sunday 1 October 2017 for you to fill in your October count figures and enter your 2017 APCM Electoral Roll and Easter 2017 figures. The deadline for dioceses to submit the information requested to the National Research and Statistics Department is 31 January 2018. In order that we can collate the statistics for onward transmission to meet the deadline please submit this information to us by **Friday 19 January 2018**.

It is a great help if the original data is submitted on-line and we hope that you will make good use of this resource. Again we are very happy to help if you have a difficulty with the on-line process for your church/parish.

By using the online portal you will see your previous year's figures on your Welcome page where the graphs show your past year's figures that have been reported for ER, Christmas & Easter, Average Weekly Attendance, Baptisms, Marriages & Funerals together with Income and Expenditure figures. We are planning to add further graphical data soon. See over the page for an example Welcome page. Further graphical data is also available via the [Dashboards](#) on the diocesan website.

This information and guidance notes are on the [website](#) to help first time users retrieve a password and login and also as a reminder for past users.

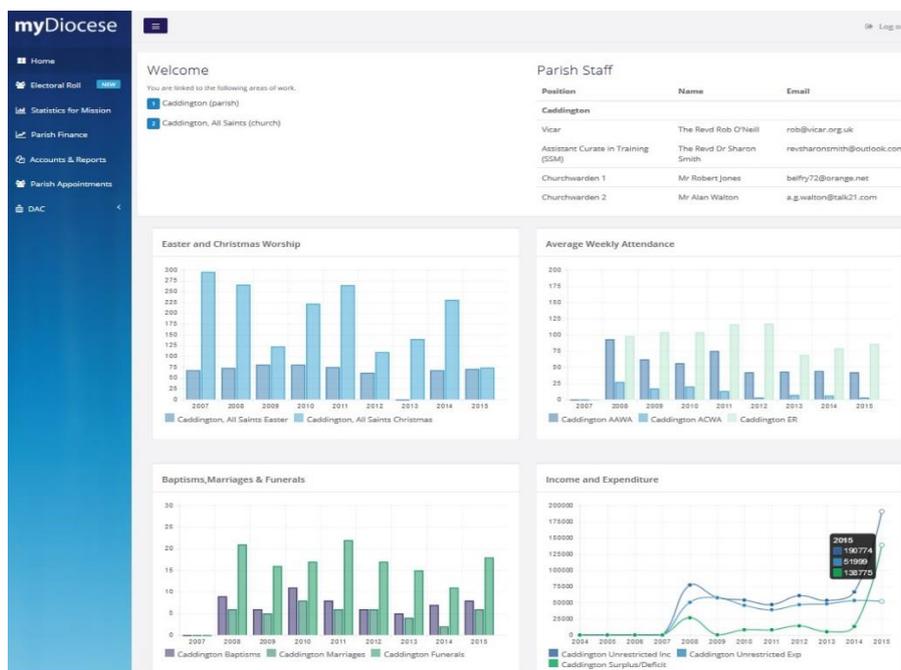
- Submit your data online here at <https://myd.io/stalbans>
- Login with your email address and your password (from last year or newly created)
- Click on Statistics for Mission (left hand side bar)
- The form for your church will open on the Electoral Roll tab
- Select October Count tab for the October returns
- Save your entries but don't mark complete until the whole form is finished in January
- Paper copies of the form may also be downloaded from the online portal, click on Print Form which will be tailored to your parish.

Alternatively you can download a blank Word or PDF version which is available from the diocesan website [here](#) or visit [www.stalbans.anglican.org/diocese/statistics-for-mission-annual-returns/](http://www.stalbans.anglican.org/diocese/statistics-for-mission-annual-returns/) .

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The Welcome page looks like this:



As in previous years I have copied this message to Parish Administrators / Secretaries and Churchwardens, where we have a note of their e-mail addresses. This is to keep them in the picture, and also to cater for the situation in some parishes, where someone else completes the form on the incumbent's behalf, or where there is an interregnum. It is recommended that each parish nominates, from within the above-mentioned group, a "primary respondent" to collate your information.

I am sometimes asked how this information is used. In addition to its use within the diocese when considering, for example, deployment of clergy, it contributes to national reports and planning. See [Statistics for Mission 2015](#).

If you have any queries about the 2017 statistics form please contact Sue Luckhurst in the first instance: [sluckhurst@stalbens.anglican.org](mailto:sluckhurst@stalbens.anglican.org).

With kind regards,

**Susan Pope**  
**Diocesan Secretary**

Copied to: Parish Administrators / Secretaries and Churchwardens.