



Section Two: What Makes A CAT?

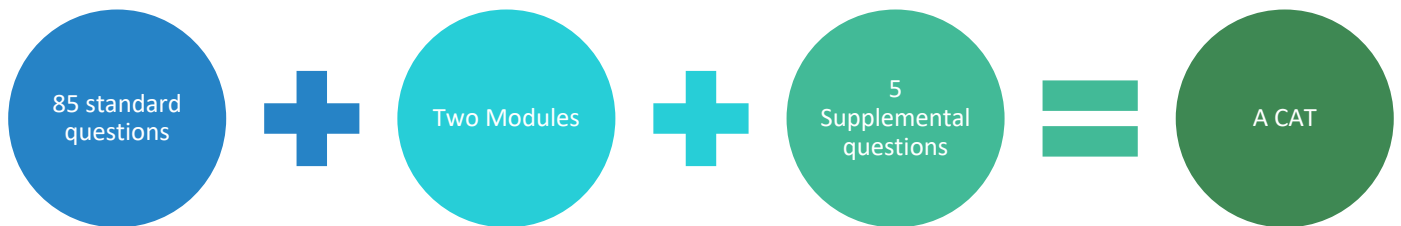


How the CAT is Constructed

Every *Congregation Assessment Tool* is built on a standardized, 85-question platform. Since a key feature of the instrument is its ability to compare a congregation with other congregations, these questions cannot be modified. The CAT is benchmarked against other congregations who have taken the CAT in the last 5 to 6 years. The benchmarking data includes over 2,800 congregations in all states, regions, all denominations and all sizes.

A few of the questions in the CAT can be modified and they questions related to the function of the clergy (Questions 2, 11, 18, 20, 25, 27, 29, 39, 47, and 49). Since clergy have different titles in various churches which also vary according to context, one of the customization options is to change the wording of those questions. On rare occasions it is appropriate to delete the questions altogether. These occasions typically involve a vacancy of any clergy for a long period of time or a sudden loss of clergy due to illness or death.

Congregations can add on two modules if desired. The list of modules available are on the next page. They may add up to five supplemental questions that pertain to their specific congregation.



Modules by Topic

Clergy Transition Modules

- **Transition Module:** for Congregations in a clergy transition who want to understand member engagement and how the congregations feels about the transition. Adding this module allows the Transition Summary and Vital Leader Profile to be ordered as well.
- **Critical Abilities Module:** Allows congregation to rank the abilities they would like to see in their next rector
- **Interim Module:** Used to assess how things are going during the congregation's time with interim clergy
- **Designated Clergy or Priest in Charge Modules:** Measures how the congregation perceives the strength and direction of the church with these specific clergy models

Ministry Outreach Modules

- **Flow Module:** Measures how members are investing time in ministries as expressions of Christian discipleship
- **Missional Module:** Measures whether the congregational is missionally outward or attractational and waiting for people to come to them.

Strategic Planning Modules

- **Strategic Planning Module:** Measures how the congregations feels the church has done in having a clear uniting vision and whether there a need for new direction
- **Merging Congregations Module:** For congregations wanting to reflect on the possibility of merging with another congregation

Areas of Performance Modules

- **Worship Experience Module:** Asks member how they feel about the worship, what is important to them in worship and what else they would like to see
- **Communication Module:** Helps determine what communication work with the congregation and what types of communications they typically use
- **Online Worship Module:** Asks members to share how they use online worship and the needs of those using online worship

Financial Modules

- **Stewardship Module:** Looks at members perspectives on an upcoming stewardship campaign
- **Building Fund Module:** Measures how members feel on proposed changes to the building and grounds facilities along with the costs associated with those changes.
- **Debt Reduction:** Asks members to reflect on their perspectives on a campaign to reduce the church's capital debt

How to Order the CAT

The assessment process is a cooperative effort between a church and Holy Cow! Consulting. It is important that the leadership team appoint a liaison from the team who will manage the process and serve as the single point of contract. The responsibilities of the liaison are to:

- Communicate instructions and other important information to others involved in the process.
- Work with the leadership team, Holy Cow! Consulting, and the interpreter, to determine how the instrument is to be customized.
- Order the CAT, please note payment is required at the time of ordering by either credit card, debit card, or paypal unless previously arranged: <https://holycowconsulting.com/order-the-cat-now/>
- Make sure the Church Data Form is completed before the survey is closed: <https://holycowconsulting.com/church-data-form/>
- Let Holy Cow! Consulting know the date to close the survey and generate the report: <https://holycowconsulting.com/schedule-the-date-to-close-your-assessment/>
- Coordinate a schedule for an online interpretation or onsite interpretive consultation among leaders and the interpretive consultant. If using Holy Cow! Consulting for the interpretation it can be scheduled at: <https://holycowconsulting.com/rsvp-here-for-your-interpretation/>



What Makes a CAT

Getting the Reports

Within 48 to 72 business hours after the close of the assessment, *Vital Signs*® reports are generated and emailed as an attachment to the interpretive consultant who are strongly encouraged not to distribute the reports until the same day as the interpretation session.

The reports (PDF format) that are emailed to the consultant include

1) *Vital Signs*

This is the foundational report generated from the CAT instrument and most of the supplemental modules. Some of the page numbers for modules will make it appear that pages are missing, this just indicates that there are pages in between that were deleted because those modules were not used by the congregation.

2) *Vital Signs - Executive Summary*

This report is computer-generated and intended to be used as a starting point for the leadership to develop a more customized executive summary for distribution to the congregation if desired.

3) *Vital Signs - Supplemental Responses*

This is the report that contains the responses to all the supplemental questions.

4) *Vital Signs - Free Text Responses*

This is the report that contains all the responses to any open-ended questions added to the assessment.

5) *Vital Signs - Flow, Communication, Worship Experience, Online Worship and Merging Congregation Modules*

These reports are not yet benchmarked so they are generated separately from the *Vital Signs*® report and distributed as attachments with the *Vital Signs*® report.

In addition and upon request a *Vital Signs -Clergy Profile* is sent confidentially to the clergy person who serves as head of staff, assuming the clergy evaluative questions were retained in the instrument.

Congregations that order sub-reports by age, tenure, worship service, etc. will also receive those reports with the overall *Vital Signs* report.

A note to Interpreters: If you are expecting the *Vital Signs* reports and have not received them it is likely one of two things has happened. The congregation has not completed the church data form needed to run the reports or the congregation has not communicated a close date.