



Hidden Treasure in Cheshire East Faith Sector Audit

A survey of local faith communities and groups.
Guidance notes for completing the questionnaire.

These notes are intended to assist with the completion of the Audit.

If you are unsure of what a particular question is asking or why it is being asked please refer to these notes.

If you are still unsure as to any questions then please contact Carolyn McQuaker using the details below.

Faith Communities and Groups are increasingly acknowledged for the strategic role they play in generating and maintaining community cohesion, contributing intrinsically to the quality of life within their communities and neighbourhoods.

The results of this survey will identify where Faith Communities and Groups within the *Cheshire East* area are already at work and may impact even further their neighbourhoods and address local and area priorities. The project will help to increase understanding and communication between faith groups and other sectors.

The benefits of recognising and understanding the contribution made by Faith Communities and Groups can include:

- Identifying best practice
- Promoting joined-up thinking and action
- Signposting
- Networking
- Promotion
- Influencing
- Funding Opportunities
- Enhancing effective use of available resources.

It would be an enormous help and make a significant difference if you would take part in this survey. We shall, therefore, be very grateful if you would take the time to fill-in this questionnaire as fully and accurately as possible.

Thank you very much for your support. For any other questions regarding the Audit, please also contact **Carolyn McQuaker** at:

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Rob Wykes, Christian Concern, Crewe.

If, after using these guidance notes, you are still unable or unwilling to answer any particular questions please leave these blank and move onto the next question.

Q1 About Your Meeting Place.

This question will provide us with the basic information necessary to map the results of the survey.

- If you have responsibility for several places of worship or meeting, please could you complete a form for each and return them in a single envelope. In doing this there will be no need to duplicate your contact or other generic details.
- If you are completing this questionnaire for a project or initiative but do not have your own meeting place, then please just complete this form in respect of the project. Once questionnaires are returned, we will look to ensure that no individual initiative is double-counted.

Q1f to Q1k – Please give the total number of members at your place of worship, rather than just the number you may expect at any one time. Your best estimate only of the breakdown of the adult age groups is needed.

Q2 About Your Facilities. / Q3 Who Else Uses Your Facilities?

These questions will allow us to understand better the capacity of your built environment and the current and potential role that it could play in the wider local community.

Q4 About Your Contacts./ Q5 Making Contacts?

These questions are designed to examine how your faith community is linked in with other local statutory or voluntary agencies. It is hoped that this will allow a consideration of how Faith Communities and Groups can best network with other groups and be part of a more integrated approach to neighbourhood issues. This should ensure that they complement, rather than conflict with existing provision and be better placed to identify possible gaps in local services.

Q6 About Your Activities. / Q7 About Your Future Plans.

These questions are intended to give us a more in-depth idea of the specific community activities with which your faith group is involved. This should allow for a clear mapping of which activities are taking place in which localities. This could, in turn, allow for a more systematic level of networking between relevant groups and the pooling of ideas and dissemination of best practice across the Cheshire East area.

Please fill in the boxes, working down the page, for each social and caring activity that your faith community undertakes. This could include lunch clubs, youth groups or any other such initiatives. Please do not include any religious activities, such as prayer groups or primary acts of worship.

There is space for 8 separate activities on pages 4 and 5. If you would like to add any additional information please use the space provided on page 8, or attach a separate sheet but do make sure to mark clearly which question this relates to. In the 'who is this activity for' section please mark one or more of the groups provided.

Please ensure you include all time given, including planning, preparation, clearing away for all team members.

Q8 About Local Issues and Priorities

These questions are designed to find out if there are groups or areas of activity which you would like to develop but are currently unable to do so, the priority you would give them, and the reason for not being able to respond, e.g. time, funding, expertise or lack of space etc. This will help identify current and emerging local priorities and where future

resources may be directed and possibly highlight where a reduction in funding may further impact your community.

Q9 Skills and Expertise Needed or Available.

There is a much expertise within our faith groups that may be shared with others. One of the particular potential outcomes of this survey will be to identify expertise available and possible training needs which we would be able to bring together to help support and develop activities and projects across our area and networks.

Q10 About Local Schools.

Education is an area in which Faith Communities and Groups have traditionally made a significant contribution in the past. These question will enable us to understand this specific role in more detail and recognise the contribution made both on a paid and a voluntary basis.

Q11 About Local Care and Other Facilities.

Care for old and young and provision of housing are areas in which Faith Communities and Groups have traditionally made a significant contribution in the past. These questions will enable us to understand this specific role in more detail.

Q12 Fund Raising.

Many Faith Groups raise the funds to support their local social and caring initiatives. This question is designed to identify regular, monitored and significant contributions of time to raising funds for local caring projects, for example helping in Salvation Army shops raising funds for local projects. This is *only* for projects delivering support and care to *Cheshire East residents*. These questions will enable us to understand this specific role in more detail.

Q13 Languages.

This question will help us to get a clearer picture of the linguistic and cultural mix of your faith community.

Q14 Your Contact Details.

This would be helpful for us should we require, or be able to offer, any follow up on specific issues.

Your data

Go Project will store and maintain the database arising from this Audit.

The report and outcomes will be compiled on a no-names basis by generic Faith Communities and Groups, projects and locations. On this basis data will be fed into a wider Third Sector Audit process.

We will aim additionally make available a directory and web-based resource of Faith Communities, groups and projects from which you are able to opt out if you would prefer.

Thank you very much for your help. We believe that the findings of this project will give further opportunities for Faith Groups to access greater support, encouragement and resources to continue to impact positively on the whole of Cheshire East.

Shalom