# Capacity Building Questions

A good practice for capacity building is to conduct an annual (or seasonal) Capacity Assessment. Review faith formation (or ministry) plans and ask, “What do our faith formation plans require in order to be implemented effectively and successfully?” Use questions like the following to guide your assessment. Customize these questions to fit your needs.

1. **What capacities do we require to implement our plans for the coming year (or season)?**

* What will our plan require of the pastor and professional ministry leadership (competencies, skills, processes and procedures)?
* What volunteer leaders will be required, and what competencies (knowledge and skills) and resources will they need to perform effectively (tools and resources)?
* What material resources (facilities, communication, technologies, print and digital resources) will be required?
* What financial resources will be required?

1. **What capacities (resources) do we already have available to us for the coming year:**

* **within** our church community (people, programs, resources, finances)
* **outside** our church in other religious congregations, schools and col leges, community organizations, denominational agencies—regional and national

1. **What capacities (resources) do we need to develop or enhance in order to implement our plans?**

Create a “Capacity Report” that presents what is required this year, what we already have, and what we need to develop. This can form the blueprint for develop a plan of action.