



## **Diocese of Des Moines Turns the Kenedy Blues into Rock 'n Roll**

If your parishes and diocesan staff are still dancing the blue Kenedy Directory form shuffle, Sandy Reisberg from the Diocese of Des Moines offers some sage advice: “Save yourself a ton of administrative work, and let your software do the work for you.”

Before she began using the ParishSOFT’s Kenedy Directory Manager, a web-based application that lets parishes update and submit their organization information and Kenedy statistics online, Reisberg made more than a few phone calls to parishes whose blue forms never arrived in her mailbox. Often, the forms had not been delivered to the right person, or they disappeared into an abyss of paperwork (it’s happened to the best of us), and she would have to send the parish another form.

“Once the forms came back, I would spend an entire day with my calculator, totaling up the statistics one by one,” said Reisberg. “Now, the parishes submit their forms online and ParishSOFT compiles the statistics for me. With one click I can submit my final report to the Chancellor’s office. It’s much simpler.”

The Diocese of Des Moines began using the Kenedy Directory Manager last year for its 2007 update. Reisberg was involved from the beginning and says that the program setup was pretty simple, “I spent an hour, maybe less, setting up the logins for each of the parish administrators. I emailed each administrator a login and organization code to access the online form, and that was all it took. This year, the process was even simpler—I just had to update a few accounts.”

Getting the parishes on-board with the new process was easily handled with an announcement during the regular users’ group meetings, where parish and diocesan staff gather to collaborate on technology and process issues that affect staff. Reisberg said, “Most parish staff members were receptive to the idea, and the few who were skeptical learned pretty quickly that this new process made the updates easier, not harder.”

Because the parishes within the Diocese of Des Moines are all using ParishSOFT applications, they saved between 200–291 collective hours of administrative work to prepare their Kenedy updates with the online Kenedy Directory Manager. That translates to as high as a 97% improvement in processing and submission time. Parishes run a quick *Kenedy Statistics Report*, which calculates a complete set of Kenedy statistics needed for the annual update in about 2–5 seconds.

The Parish staff agrees that the online updates save a great deal of time and effort. “We don’t have to spend time figuring how many Marriages or Adult Baptisms we did during the year – it’s all in the database. What took me three hours to complete a few years ago now takes me maybe five to ten minutes.”

Sue Fitzpatrick (Our Lady’s Immaculate Heart, Arkeny) never had to do her parish’s Kenedy update the old way; but she reports hearing from other parish staff that the paper process was a bear. Her update for this year is complete, and it took only about 5 to 10 minutes. Laurie Delvaux (SS John and Paul, Altoona) agreed that the process was simple, “It went very easily for me. I got the instructions from the diocese, logged in, entered the data, and submitted. The whole thing took just a few minutes.”

Just how much could a diocese and its organizations save with the Kenedy Directory Manager? Our research indicates that in addition to mailing costs, a diocese spends at least 30 to 60 minutes per organization managing the paper Kenedy update process from start to finish each year. In a diocese the size of Des Moines with about 100 organizations, the web-based process cuts that processing time from as much as 100 hours to about 4 hours for a 96% reduction in administrative costs.

Diocesan-wide, the costs of processing all those paper forms at the organization level are significant. Each organization spends an average of 3 hours processing and submitting its Kenedy update. In a diocese with 100 organizations, parishes will spend about 300 collective hours on Kenedy. The online update process streamlines that figure to about 8 collective hours, resulting in substantial savings and process improvement as high as 97%.

Organizations that use ParishSOFT for their day-to-day parish data management would benefit the most because their Kenedy processing time drops from about 3 hours to as little as 5 minutes with automatic statistic calculations. Even the organizations that do not use ParishSOFT still reduce their Kenedy processing time from about 3 hours to 1 hour.

If your diocese is already using ParishSOFT products, online Kenedy updates are a natural extension to improve collaboration between parishes and dioceses. Contact your diocesan representative today at 866.930.4774 for more information on the Kenedy Directory Manager. Then use the time you save as you see fit...though we suggest a well deserved lunch break before you get caught up on other tasks.

#### Tips for Simpler Kenedy Updates

- Don’t be intimidated by the idea of change—online updates are easier than you think!
- Not sure who does the Kenedy update at your parishes? Use the Diocesan Directory to email your parish administrators, and ask them to let *you* know who is responsible for updating the form.
- Send login information with the organization ID via email.
- Let those updating forms know where to get help if they need it...this could be you, another diocesan staff member, or ParishSOFT support at 866.930.4774.

- Create a *Kenedy Update Administrator* Workgroup in the Diocesan Directory to organize all your Kenedy form administrator contacts in one place.
- Save your parishes time—those using ParishSOFT can run the Kenedy Statistics Report on their local databases to get current, accurate statistical information in seconds.
- Remember: ***All*** your organizations can do their updates online...even those that are not using ParishSOFT applications.