

ADDENDUM B: PASTORAL PLAN FOR THE PARISHES OF

Please list parishes.

1. The following churches are within the area served by this pastoral plan:

Please indicate the requested status of each church in the plan, i.e. worship site, oratory, parish church. Include proposed use of churches not being used as worship sites.

For policies for changing the status of churches and related issues, please see Policies # 406.6, 406.10 and 406.11 in the *Pastoral Handbook*.

2. Proposed Mass Schedule

Indicate time and church where Mass will be celebrated.

Daily _____

Saturday (Anticipated) _____

Sunday _____

Holy Day and other Masses

Confession schedule

3. Staff/Personnel of the Parish (indicate whether volunteer or employee)

Pastor:

Parochial Vicar:

Other Priests in residence:

Deacon(s):

PLC or Pastoral Associate(s):

Bookkeeper:

Business Manager:

Secretary(ies):

Maintenance:

Other:

Faith Formation

DRE:

Secretary(ies):

Adult Formation: _____

Sacramental Preparation: _____

Youth Minister: _____

Director of Vocation Promotion: _____

Music Minister: _____

Check here to indicate that all of the positions have written job descriptions.

Additional personnel:

1. Ministries/Services

	Have sufficient number	Need more	Training has been provided	Training will be provided
Greeters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ushers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
EMHC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lectors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Altar Servers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Music Ministry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Money Counters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sacristans	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Catechists	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Youth Ministry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Have sufficient number	Need more	Training has been provided	Training will be provided
Church Cleaners	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hospital Ministry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Home Visitation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Food Pantry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prison Ministry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vocation Team	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Buildings/Grounds	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other ministries and services

2. Lay Groups and Societies (check all that apply)

- | | |
|---|--|
| <input type="checkbox"/> Women of Grace | <input type="checkbox"/> Knights of Columbus |
| <input type="checkbox"/> Altar Rosary Society | <input type="checkbox"/> Men's Group |
| <input type="checkbox"/> Catholic Daughters | <input type="checkbox"/> Vocations Committee |

Other: please list all groups and societies

3. Attach proposed budget(s) of revenues and expenses for the next fiscal year. Please follow the format and chart of accounts used in the Annual Financial Report submitted to the Diocese.

Check when completed

4. Finance Council

Please list Parish Trustees

Please list all members of the Finance Council

Finance Council meets:

Monthly

Quarterly

Semi-annually

Other, explain

5. Parish Council

Please list all members of the Parish Council

Parish Council meets:

Monthly

Quarterly

Semi-annually

Other, explain

6. Pastoral Plan

Please briefly summarize how the following needs will be met in your parish(es).

- a. Ministry to the homebound

b. Ministry to those in nursing homes

c. Hospital ministry

d. Religious education program (please indicate release time or Sunday program, elementary program, high school program, whether catechists are certified)

e. Sacramental preparation (indicate personal responsible for the preparation, number of meetings, description of the preparation program and follow-up)

a. Baptismal preparation

b. First Reconciliation / First Eucharist

c. Marriage preparation (indicate in parish or remote, grade levels, program used, person responsible)

d. Confirmation program

f. Adult formation

g. Pre-Cana preparation

h. Bereavement ministry

i. Vocations (What do(es) your parish(es) do to build a culture of vocations? How will this be maintained under this plan? List members of the vocations committee.)

j. Family life (What do(es) your parish(es) do to strengthen the family? How will this be maintained under this plan?)

- k. Outreach to the poor (What do(es) your parish(es)do to reach out to the poor? How will this be maintained under this plan?)

- l. Prison ministry (What do(es) your parish(es)do to serve the needs of inmates in local jails? How will this be maintained under this plan?)

- m. What do(es) your parish(es) do to reach out to the unchurched?

7. Consultations

Summarize the consultations made in order to form this plan.

- a. Trustees

b. Pastoral Council

c. Finance Council

d. Parishioners

Please attach any minutes for meetings in which the pastoral plan was discussed, including any consensus or decisions reached.

Check when completed

Do you believe that the possibility of a civil and canonical merger of these entities should be considered at this time? If yes, please indicate your reasoning below. For requirements of canonical modifications of parishes, please review *Pastoral Handbook*, Policy 406.10, and for the requirements of Closure of Churches and Relegation to Profane Use, please review Policy 406.11.

Yes No

How will honorable closure of any church building be commemorated, or how will the formation of a new parish family be celebrated liturgically?

8. Additional comments

9. Name of person(s) preparing this Pastoral Plan

