

## ANNUAL IMPLEMENTATION PLAN

(First year – 18 months – Jan 2015 – June 2016)

DATE 11/03/2014

COHORT #: 13\_     DEANERY: West Indianapolis

PARISHES IN THE COHORT: Saint Gabriel the Archangel Parish, Saint Michael the Archangel Parish, and Saint Monica Parish\_

Which Model are you working on?    \_\_\_ Merger    \_\_\_ Linkage    X Partnership

ARCHBISHOP TOBIN'S MODEL DIRECTIVE: Saint Gabriel the Archangel Parish, Saint Michael the Archangel Parish, and Saint Monica Parish to be in Partnership

### GOAL 1: TO FORM A PARTNERSHIP AMONG THE ABOVE NAMED PARISHES.

#### ACTION PLAN

Objective(s)	Action Steps	When? How Frequent?	Responsibility	Status *
<p><b>Coordinate existing Mass schedules among the three Cohort 13 parishes so that our collective parishioner base has multiple options for Sunday Masses and the Sacraments and so our parish priests have support/backup coverage when needed.</b></p>	<p>1) The priests of St. Gabriel and St. Monica will coordinate Spanish language Masses so they do not overlap and they can offer Mass coverage.</p>	<p>Rollout Fall 2014 and reevaluate in May 2015</p>	<p>Pastors</p>	
	<p>Priests in Cohort 13 will coordinate English Masses.</p> <ul style="list-style-type: none"> <li>• St. Gabriel and St. Michael priests will coordinate and cover school Mass times.</li> <li>• St. Monica will coordinate their school Mass schedule.</li> <li>• St. Michael will continue to host a French Mass once a month.</li> </ul>			
	<p>2) Promote cohort Mass times among parishes in parish media (Ex: web sites, bulletins, etc.)</p>	<p>Complete by January 2015</p>	<p>Parish Staff</p>	
	<p>3) Concelebrating of Mass with partner priests, followed by a brief reception afterwards.</p>	<p>June 2015</p>	<p>Pastors Volunteers Parish Staff</p>	
<p>4. Work together to consistently communicate CIS Process</p>	<p>June 2015</p>			

<b>Explore ways to share pastoral and administrative positions (e.g. pastoral assistant, business manager, bookkeeper, volunteer coordinator, IT professional and media communication specialist, school personnel, etc.)</b>	1a) Host a 3-partner parish lunch where staff get to know each other and share their responsibilities, skill sets, frustrations, and needs. Consider holding 1-3 times.	February 2015	Becki Roach St. Michaels	
	1b) Conduct a cohort-wide Parish Pastoral Council meeting and idea exchange.	Late April 2015	Rebecca St. Gabriel	
	2) Solicit feedback from priests on areas where they would like to see staffs work together	June 2015	Pastors	
	3) Allow staff to identify areas where they would like to see the parishes work together.			
	4) Solicit feedback from Parish Pastoral Councils if appropriate		Rebecca	
	5) Gather org charts, budgets, and calendars to develop cost metrics, overlap, and opportunities to share/improve operations.	January 2016		
6) Implementation Team discusses whether a subcommittee is needed to explore further and develop additional action steps	June 2016			

**GOAL 2: ENGAGE YOUTH IN THE LIFE OF THE PARISH**

Objective(s)	Action Steps	When? How Frequent?	Responsibility	Status *
<p><b>Explore the sharing of current resources to identify common or mutual activities that can be partnered and identify needs that will enhance present programs.</b></p>	<p>Take an inventory of each parish's physical and spiritual resources that can be shared and combined.</p> <p>Identify and implement a shared means of communications and organization for activities.</p>	<p>March 2015</p> <p>September 2015</p>	<p>YM Subcommittee includes Teresa Keith, Fr. Martin, Mary Ann Hawkins</p>	
<p><b>Explore opportunities to engage the youth and young adults in the life of the parishes to become engaged.</b></p>	<p>Empower the leadership of the parishes' commissions and committees to actively pursue youth and young adults.</p>			
<p><b>Explore the sharing of staff positions solely to focus on youth and young adults to oversee the development and coordination of activities in all three parishes.</b></p>	<p>Form a subcommittee to explore the creation of positions solely to focus on youth and young adults and identify a model that allows parish ownership that provides common structural leadership.</p>			

**GOAL 3: ENGAGE YOUNG ADULTS IN THE LIFE OF THE PARISH**

Objective(s)	Action Steps	When? How Frequent?	Responsibility	Status *
<p><b>Explore developing a young adult program among the three parishes</b></p>	<p>1) Ask the Archdiocese Office of Young Adults to assist us with this effort</p> <p>2) Determine next steps needed to begin joint programming</p>	<p>March 2015</p>	<p>Mel and Susie will contact Dan Krodel for assistance in getting process started</p>	

**ARCHBISHOP TOBIN'S MINISTRY GOAL: #8 Promote good stewardship of human and financial resources**  
**GOAL 4 TO PROMOTE GOOD STEWARDSHIP SO THAT PARISHES ARE FINANCIALLY VIABLE NOW AND INTO THE FUTURE**

Objective(s)	Action Steps	When? How Frequent?	Responsibility	Status *
<b>Find out what parishioners currently know/ believe about stewardship</b>	<ol style="list-style-type: none"> <li>1) Survey/Study of Issues/Resources</li> <li>2) Develop an understanding of integration process into American culture regarding church and finances.</li> </ol>	January 2015	Pastors and Finance Committees	
<b>Create better understanding of stewardship and provide stewardship opportunities for people with specific skillsets to offset the operating expenses</b>	<ol style="list-style-type: none"> <li>1) Develop shared stewardship goals and education needed for all three parishes</li> <li>2) Offer stewardship workshops at three cohort parishes</li> </ol>	June 2015 begin discussions	Look at continuing with Finance Committees or establish subcommittee	
<b>Financially stable parishes with regularly reviewed and updated long term financial and facility plans</b>	<ol style="list-style-type: none"> <li>1) Identify areas where mutual purchasing currently takes place</li> <li>2) Examine current maintenance and capital needs of three cohort parishes and how best to maintain and be good stewards of our facilities and resources</li> <li>3) Determine viability of creating a staff position to coordinate shared purchasing, custodial, and maintenance of parishes</li> <li>4) If staff position is not created, develop a subcommittee to identify and contact sources for preferred pricing</li> </ol>	May 2015 exploratory process begins	Carlos Alexander will lead subcommittee	
<b>Examine current capacity/programs of Catholic Schools serving the three cohort parishes to see if they meet needs of students wishing to attend Catholic Schools</b>	<p>Look at financial contributions of each parish; how can they be lowered to permit debt payment</p> <p>Look at impact of vouchers on school operations</p> <p>Look at unique and specific education needs of students whose first language is not English to ensure successful integration into English speaking primary and secondary schools, with possible creation of a school at St. Gabriel's campus</p>	May 2015 exploratory process begins	Carlos Alexander will lead subcommittee	

	<p>Implement means of communicating expectations and required practices for school operations and financial structure</p> <p>Schools need to be monitored closely and the Archdiocese needs to be involved so they don't sink parishes in debt</p>			

