

## **Missionary Cooperative Policy Diocese of Colorado Springs**

In the spirit of the Gospel, each year Missionary organizations representing various parts of the world and the United States are invited to present their appeal in the Diocese of Colorado Springs. The parishes assigned to any given mission will include parishes of varying sizes.

### **VERY IMPORTANT:**

**The person making the appeal at the parish MUST be a Priest in good standing.**

Please adhere to the following policies or your mission group may not be invited to speak in the Diocese of Colorado Springs:

1. **A Letter of Suitability** must be provided to the Diocese of Colorado Springs for each missionary priest no later than 30 days before the presenter's first presentation. Note: Presenter emergency substitutions must be cleared by the Diocese of Colorado Springs Bishop's office. In the event that a definite presenter cannot be identified, the mission group must provide a Letter of Suitability for each possible presenter. If a Letter of Suitability is not received then the presenter may NOT present. In addition, a copy of the Letter of Suitability should be carried on his person.
2. **Faculties** The Missionary Priest assigned to make the appeal will enjoy the faculties of the Diocese of Colorado Springs and will serve as a substitute for the Pastor on the Saturday and Sunday on which he makes the appeal. It is also imperative that the priest be capable of presiding in the Roman Rite.
3. **Presentation Dates** Mission groups must inform the Colorado Springs Diocese Propagation of the Faith Office of their presentation schedule at least 30 days in advance of their scheduled presentation in parishes. The dates for the mission appeal are determined by the pastor after he has been contacted by the Missionary organization. Appeal dates should not conflict with USCCB National Collection dates. Missionary priests are asked to NOT change the dates once they are set, as many diocesan priests use this time for vacation.
4. **Travel Arrangements** The Missionary Priest making the appeal in the Diocese of Colorado Springs must provide his own vehicle to travel to and from the parish or parish group assigned. Parishes are not responsible for making travel arrangements. Please note that the arrival airport may be several hundred miles from the parish of the appeal. Public transportation is not available in our mountain parishes or on the plains; the only way to travel is by private vehicle.
5. **Accommodations** Parishes are asked to provide accommodations **only** for the Missionary Priest presenter, not additional guests. The missionary priest is to coordinate with the pastor to sleep in his rectory during the weekend of the appeal. If a rectory is not available, the cost of accommodations will be deducted from the final mission payment.
6. **Presentation** Since the purpose of the Missionary Coop Program is to educate our people regarding the needs and work of the missions, the Missionary Priest is encouraged to speak about the work of their specific missions. Before making the appeal, the Missionary Priest is asked to announce the following (either as stated below or in his own words):

*"With the permission of your Bishop, I am here today as a member of the (Name of the Missionary Organization) to speak to you of the special needs and problems of our mission area and to appeal for your prayers and material support. It is the Bishop's wish that every Catholic in the diocese shall have the opportunity to learn about and to contribute each year to a special mission project in addition to the general Mission Sunday appeal in October."*

7. **Collections** In order to accurately track donations, the Parish will collect all monies for the Mission Appeal. Mission groups may provide their own collection envelopes as long as no address is listed.

The missionary is not to establish any auxiliary or branch of his particular organization in the parish, nor may he solicit memberships for any fee that would entitle the member to spiritual benefits of the work of this missionary organization, nor may any appeals for magazine subscriptions be made. (Copies of such magazines may be distributed if the Pastor permits.) Any of the above would tend to rival the already established memberships in the Society for the Propagation of the Faith.

8. **After the Appeal** The total amount collected for the mission is sent to the Diocesan Finance Office, not directly to the mission group. After deducting a nominal fee for the diocesan expenses, the Mission Director of the Diocese of Colorado Springs will forward the amount to the headquarters of the missionary organization. Please note that there are several reports that must be compiled once all of the appeals in the diocese have been completed. Therefore, no money will be forwarded to the mission until all of the parishes have submitted their collections.

If you have any question please contact Esperanza Griffith: [egriffith@diocs.org](mailto:egriffith@diocs.org) or 719-866-6486.

**Please retain this page for your records and return all requested materials to the following address:**

Esperanza Griffith, Director of Missions

Society for the Propagation of the Faith

Diocese of Colorado Springs

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