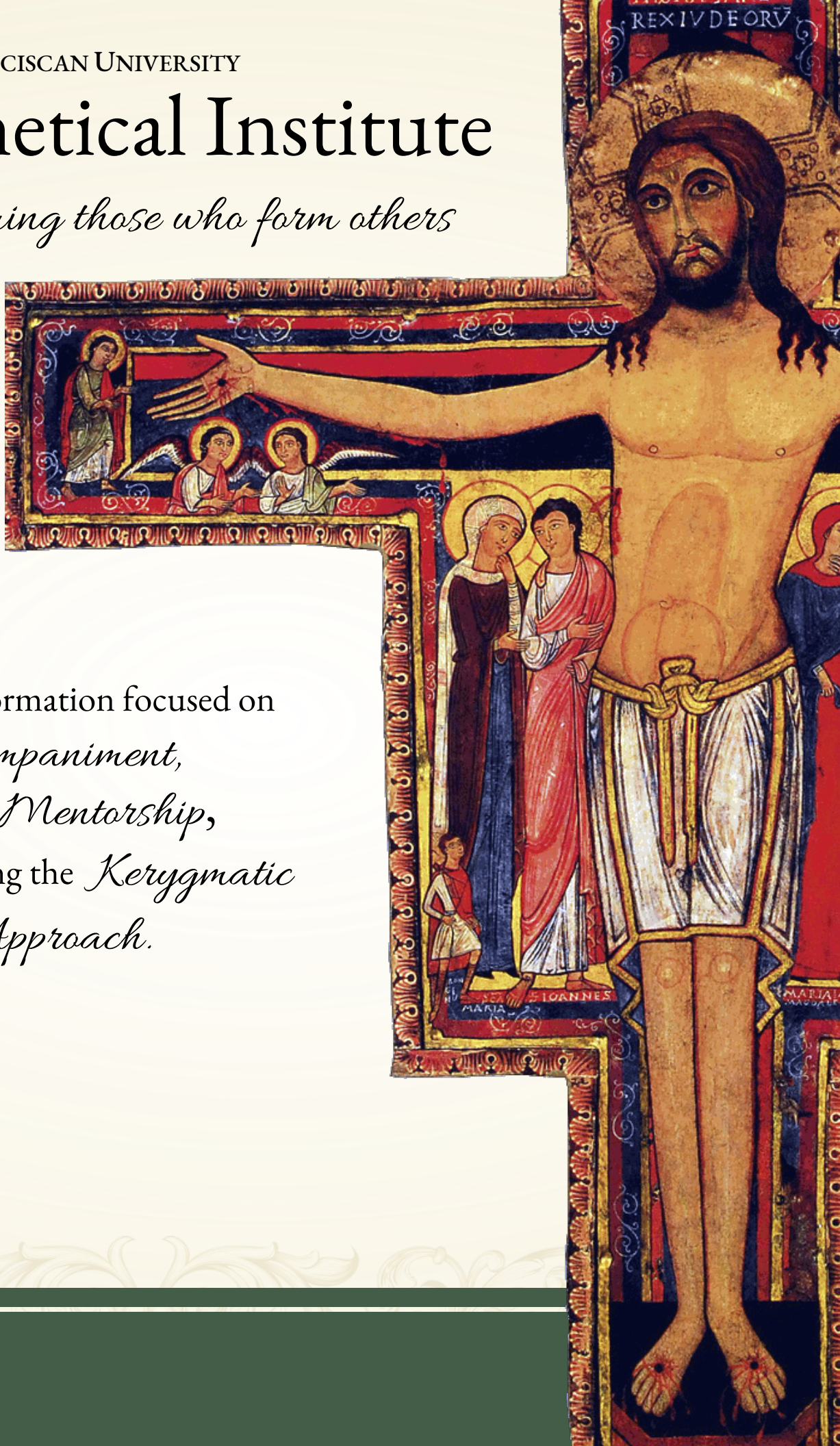


THE FRANCISCAN UNIVERSITY

Catechetical Institute

Forming those who form others

Ministry formation focused on
Accompaniment,
Mentorship,
and mastering the *Kerygmatic*
Approach.



The Franciscan Difference

We are here to *collaborate*, not compete with your current formation structures – to *empower* you, not unemploy you – by providing a *customizable*, long-term process of accompaniment that is *practical* and *field oriented*.

Franciscan At Home is...

GENEROUSLY AFFORDABLE

We are committed to *financial flexibility* and will work with your diocesan needs to recognize and fully accommodate cluster parish situations, missionary circumstances, and geographical challenges.

COMPLETELY ACCESSIBLE

Your teachers, leaders, and ministry team members will receive *unlimited access* to our online formation workshops from the comfort of their own homes and offices.

DEEPLY DIVERSE

Our workshops are delivered by seasoned presenters from different walks of life, countries, and ministry areas. Their rich and unique perspectives help you to both *effectively train* and *spiritually nurture* all involved in passing on the faith.

HIGHLY FLEXIBLE

This formation can be adapted to a ministry certification process, ongoing formation or continuing education, volunteer formation, and group studies.





LEARNERS

We serve those engaged in ministry by providing online workshops and personal accompaniment through mentorship.

40,000 +

WORKSHOPS

We offer unparalleled online ministry formation workshops to provide practical support for many ministry areas.

200 +

DIOCESAN PARTNERS

We've partnered with dioceses around the world to support the vision of local Bishops for catechesis and evangelization.

120 +

COUNTRIES & TERRITORIES

We serve people from countries across North America, Asia, Europe, Africa, Central and South America.

131 +

LANGUAGES

We offer complete workshops in English, Spanish, Latvian, and Slovakian.

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WANT TO LEARN MORE?

Reach out to ci@franciscan.edu to learn how Diocesan Officials can receive FREE access to Franciscan At Home!



Our Tracks

AVAILABLE

- ◆ Catechist Track
- ◆ Four Pillars of the Catechism
- ◆ Eucharistic Renewal
- ◆ Youth Ministry
- ◆ Young Adults Track
- ◆ Catechumenal Ministry (OCIA)
- ◆ Parish Catechetical Leader
- ◆ Catholic Schools

- ◆ Ministry of Parenting
- ◆ Pastoral Accompaniment
- ◆ Proclamation & Evangelization
- ◆ Marriage Renewal Ministry
- ◆ Ongoing Diaconal Formation

En Español

- ◆ *Certificación Básica Para Catequistas*
- ◆ *Especializaciones Ministeriales*

IN DEVELOPMENT

- ◆ Educating in Christ
- ◆ *Antiquum ministerium*
- ◆ Special Needs Ministry
- ◆ Culture of Life

- ◆ Diocesan Officials
- ◆ Priestly Renewal
- ◆ Music Ministry

I am most grateful for the ministry and efforts of the Catechetical Institute of the Franciscan University of Steubenville. They have been on the cutting edge of forming catechetical leaders and others of the faithful in a kerygmatic catechesis that is life giving and life changing. Their ministry is a vital service to the Church, especially at this juncture of history. Therefore, it is my wish to affirm my support for the Catechetical Institute and to endorse their efforts.

—Bishop David L. Ricken, Diocese of Green Bay, WI

This was my first time entering an online course/workshop and it surpassed my expectations. I expected it to be a lot more demanding and over the top too difficult for me to understand but it wasn't so. Thank you for making it accessible to me.

–Virginia R., Holy Spirit Parish, Diocese of Oakland, CA

I love taking online courses because I can do it at my own pace, in a quiet room and at my convenient time. Also, for us parents that work, go to school and have children, workshops online is what I can handle at this time. Thank you!

–Hilda B., Saint Isidore Parish, Diocese of Sacramento, CA

I am not only working through the workshops I am loving the workshops! I have learned so much and been so inspired by what I have learned so far. I'm looking forward to the elective courses that are possible. Thank you for finding this program and making it possible at such a small charge for the parishes. I am most grateful.

–Gwen C., Sacred Heart Parish, Diocese of Venice, FL

I came home and started a workshop that I couldn't fault! Part of my job is to pick out the problems in software (bugs, bad user experience, etc.) and I can be very critical! But there was nothing I could honestly fault. It is a brilliant online learning environment. The one thing I did believe I would disagree with is "a personal encounter" with the mentors and presenters. I have never seen that implemented successfully in my seven years in software. However, I feel it has been done very successfully here. I've gotten to know you more through your sharing of experiences, struggles and your testimony. You shared in an honest, humble and trusting way in the workshops.

–Julianne C., Youth 2000 Leader, Ireland

The Spanish tracks will be extremely valuable; the fact that CI's website scales beautifully to mobile devices is important, and there is value in the flexibility of the Catechetical Institute to allow dioceses to create both commonly agreed-upon and unique/specialized sets of tracks; the fact that the system is portable for the catechist is fantastic.

–Jayne M., Diocese of Honolulu, HI



Our Pricing

We want to serve you in whatever way is possible during this unprecedented time of pastoral, structural, and financial struggle. Founded seven years ago, the Catechetical Institute has been providing excellent formation to help those in ministry roles in your diocese to be accompanied, trained well, and encouraged — in English, Spanish, and other languages! We endeavor for our pricing to follow the same model of mentorship and accompaniment.

Our Pricing

Since our founding, we have focused on pricing for the sake of the mission. Our cost to dioceses is currently set at \$400 per year, multiplied by the number of institutions* in a diocesan subscription. We also provide additional accommodations for further support:

- ♦ A school belonging to a parish (rather than the region) is considered as one institution.
- ♦ Any mission parishes use the platform for free.
- ♦ Any parishes that are formally clustered are also simply counted as one.

To put this in context: Assuming about 20 individuals in various ministry roles were engaged in every parish, the total amounts to \$20 per year or \$1.67 per month, per individual — for unlimited use of everything described above.

**An institution is a school, parish, apostolate, etc. in your diocese.*

For this amount:

- ♦ An unlimited number of people can use all the workshops and tracks for free.
- ♦ The entire platform is available to the whole diocese for mentoring, group use, certificate generating, tracking progress, and reporting.
- ♦ The diocese can create a custom landing page, and any diocesan offices can create custom tracks for their areas of service.

The Guild

For the purpose of better engagement with those under your diocese's care and more effective ongoing formation of those in ministry roles, the Catechetical Institute has recently **enhanced its offering** to include membership in our newly-founded *International Guild for Catechists and Catechetical Leaders* (franciscanathome.com/guild).

This Guild was established to foster effective engagement by means of a more personal accompaniment. Going beyond tracks and workshops, the Guild expands to include webinars, personal mentorship, small group engagement, discussion boards, additional media and resources, and formation opportunities with discount streams.

Our focus in founding this Guild is strong formation and relationships so that people, who too often feel isolated in being faithful to the Church, would not remain unsupported and unaccompanied. Then the faithful creativity we see arising in so many places can be fruitfully shared under the grace and guidance of Mother Church. The Guild is designed to be a place of catechetical friendship and mutual support:

- ♦ Offering networks of local and international collaboration for overcoming isolation.
- ♦ Fostering a culture of accompaniment in ministry.

Diocesan price - \$400 per institution, which includes all of the above (even the Guild).

Two routes are available . . .

1

Annual fee, full access to the Guild

In this option, your diocese would pay a single, **annual fee of \$400 x number of institutions** in your diocesan subscription. **This provides every institution with:**

- ♦ Access to **all of CI's normal resources** (workshops, webinars, etc.).
- ♦ **Guild membership.**

For example, if your diocese had:

- ♦ 50 institutions.
- ♦ 20 members per institution = 1,000 members in total.

Then the annual fee would be:

- ♦ $\$400 \times 50 \text{ institutions} = \underline{\$20,000 / \text{year}}$; or $\underline{\$1,666.67 / \text{month}}$.
- ♦ This means that the diocese would be paying a little over \$1.50 per individual, per month.

2

Payback opportunity, encouraged access to the Guild

In this option, your diocese would still pay the **single, annual fee of \$400 x number of institutions** in your diocesan subscription, but it does not include immediate access to the Guild. Rather, by encouraging those in your diocese to purchase Guild subscriptions, you would **have the opportunity to receive payback over time.**

This is possible because, for **every individual** in your diocese that purchases a **Guild subscription** (\$3 / month), **the diocese receives that money toward the annual fee, thereby reducing the fee with each Guild subscription.** This causes the diocese's annual fee to drop, potentially reaching a point where the diocese pays nothing entirely.

This route provides every institution with:

- ♦ Access to **all of CI's normal resources** (workshops, webinars, etc.).
- ♦ An **opportunity to join the Guild**, through the diocese's encouragement, at the cost of the individual.
- ♦ An **opportunity** for the diocese **to receive payback** over time.

For example, if your diocese had:

- ♦ 50 institutions.
- ♦ 20 members per institution = 1,000 members in total.
- ♦ 300 members (33%) who choose to pay for the Guild.

Then your diocese would receive back a little over 50% of your annual fee:

- ♦ **Original diocesan annual fee:**
 $\$400 \times 50 \text{ institutions} = \underline{\$20,000 / \text{year}}$
- ♦ **Money paid back to the diocese:**
Number of Guild subscriptions (300) \times \$36 / year = $\underline{\$10,800 / \text{year}}$
- ♦ **Diocesan annual fee is then reduced to:**
Annual fee (\$20,000 / year) – individual Guild subscriptions (\$10,800) = $\underline{\$9,200 / \text{year}}$

The goal of CI encouraging individuals join the Guild is two-fold:

- 1) The Guild provides stronger engagement for individuals in ministry roles, thereby helping foster a culture of ongoing adult formation in a diocese.
- 2) The overall cost to a diocese is reduced without any serious cost to individuals (\$3 per month, \$36 per year).

If you have more questions about the Guild, please visit <https://franciscanathome.com/guild>, or call us at (740) 283-6754.

Partnering Dioceses

We provide access to Franciscan University's learning management system, www.FranciscanAtHome.com, for all institutions within a partnering diocese. This system hosts our expanding collection of ministry formation workshops designed to meet the needs of diocesan learners in all ministry areas.

Partnership Means...

UNLIMITED LEARNERS

A diocese can allow an unlimited number of people from subscribing parishes and schools to become learners on the system.

MENTORING STRUCTURES

A diocese can train and deploy mentors using Franciscan At Home's mentoring structures to facilitate and manage mentor and learner relationships within the diocese.

STRONGER COMMUNITY

A diocese can use workshops in groups, ministry teams, and school faculties to foster cohesion, trust, and a shared vision.

CUSTOMIZABLE FORMATION

A diocese can create and maintain a landing page on *Franciscan At Home* and build custom ministry tracks from the Catechetical Institute's library of 200+ formation workshops.

REGULAR FEEDBACK

A diocese can view reports available on *Franciscan At Home* to track learner engagement and assess the effectiveness of the formation.

Partnership Benefits...

THE FRANCISCAN CENTER FOR EVANGELIZATION & RENEWAL

Partnership with the Catechetical Institute also includes discount streams into online Masters' programs, and other entities developed by Franciscan University to benefit lay, diaconal, and priestly formation, spiritual direction training, and missionary preparation.

The *Franciscan Center for Evangelization and Renewal* offers multiple avenues to facilitate encounter Jesus Christ, such as Parish Missions, Discipleship Quads, Nights of Worship, and *The Catechetical Review*, the oldest quarterly publication for ministry formation and teaching.

Franciscan University also offers other online evangelization initiatives such as the Wild Goose & Metanoia series created by Fr. Dave Pivonka, TOR. We can detail any of these other aspects of our outreach and services in meetings, at your convenience.

DIOCESAN PARTNERSHIP

How We Serve

1) PARTNERSHIP LETTER

Out of respect for the bishop's apostolic authority, Franciscan University only works formally in a diocese with the local ordinary's explicit permission. To initiate the partnership, the diocesan ordinary sends a request letter to the Catechetical Institute. No financial obligation is attached to the partnership letter itself. Either prior to or following a partnership letter, CI and University leadership request a meeting on-site or via video conference, with the bishop, his vicar general, and core team of relevant office directors. The purpose of this meeting is to listen first-hand to the bishop's vision for ministry formation and for CI to offer a clear explanation of best practices demonstrated by other partner dioceses.

2) DIOCESAN LANDING PAGE

The Catechetical Institute staff works with diocesan officials to design a landing page for diocesan learners on Franciscan At Home. This page often includes a message from the bishop and a general instruction for accessing the formation. This step is helpful to have underway, at least to a minimally viewable degree, prior to major launch events (such as a clergy or catechetical leader in-service), so that a clear vision can be communicated regarding the diocese's intentions to use the workshops.

3) CUSTOMIZED TRACKS

The Catechetical Institute Staff works with the diocesan offices to curate sets of pre-existing workshops for their various ministry areas (such as teachers, administrators, new hires, volunteers, ministry teams, Parish Catechetical Leaders, Youth Ministers, etc.) to meet the formation needs. For each track, the diocese can arrange the workshop order and create track titles, sub-headings, and descriptions. To see the current list of workshops on our system, visit: <https://franciscanathome.com/tracks-and-workshops#alphabetically>.

4) ONBOARD PARISHES & SCHOOLS

After the diocese has formally partnered, they begin onboarding all of their parishes and schools to Franciscan At Home. This process can be done by the diocese on behalf of all their institutions or by each institution individually. This step provides access for everyone within the diocese to the formation workshops and custom tracks. The CI provides simple PDF instructions for individuals to create accounts and connect to their parish or school.

5) SCHEDULE FOLLOW-UP EVENTS

Beyond the use of *Franciscan At Home*, a partner diocese normally requests the Catechetical Institute to provide mentor training, strategic planning advisement, and other types of in-diocese or regional formation events. We've found that on-site and Zoom-based events – to priests, principals, and lay catechetical leaders, catechists, teachers in whatever context can be arranged – are the gold-standard for creating and sustaining the deep understanding and commitment from local parish and school leaders. They have proven so helpful in building awareness and understanding of best practices in dioceses. Therefore, we want to encourage this as much as possible, since the use of our workshops and tracks does not thrive in a diocese without accompanying events of this kind. Typically, such events are offered by us for free, no matter the number.

6) ONBOARD MENTORS & LEADERS

Preferably this would be the great majority of the core of existing lay catechetical leadership within a diocese, as well as perhaps deacons and some priests. We assist diocesan officials in following best practices to recruit mentors within a diocese and assist in every step in training them. This normally includes: 1) an initial motivational and vision-oriented in-diocese training event as noted above (usually done in the form of a larger-scale in-service for the targeted groups – clergy, parish catechetical leaders, principals, etc.); 2) online workshops on FranciscanAtHome.com earmarked to form mentors; 3) follow-up in helping dioceses learn to effectively manage mentor assignments and evaluate their ministry work with learners.

Keys to Success...

Based on our current experience with many different dioceses, we'd suggest the following path to effectively bring this formation to those in ministry in each diocese:

FOCUS ON PASTORS DIRECTLY

The most impactful step forward a diocese can take is to schedule a clergy in-service day at which the Catechetical Institute's leadership can unfold the formative vision. Instead, if an in-diocese pilot is to be run first, a diocese would select key pastors who are likely already amenable, and CI will assist the diocese in getting those locations onboarded.

CULTIVATE DIOCESAN LEADERSHIP

Within the first months, diocesan leaders of relevant offices participant in CI's Diocesan Officials' New Partnership Intensive, consisting of a series of three webinars coaching to effective CI usage. Within the first year, specific next step meetings with diocesan leaders are scheduled to assess progress. As ongoing support, CI encourages diocesan leaders to participate in tailored CI online Guild circles and/or in-diocese discipleship quads, as well as to consider attending our Diocesan Officials Track at the annual St. John Bosco Conference.

SCHEDULE LAUNCH AND ON-GOING FORMATION EVENTS

In doing these kinds of events in many dioceses to date, CI has a clear and field-tested way in which to launch strongly and build momentum among lay leaders from parishes and schools. We've also been able to do events for dioceses not just on the normal sorts of CI momentum building, but formation for ministry in diverse topic areas such as TOB; OCIA specifics in many directions; retreat style events for catechetical leaders to help them with their morale; foster Eucharistic renewal in parishes; help teachers master the kerygma; learn to do witness-based teaching for conversion, and discern degrees of evangelization in the children they teach; unfold strategies for how to help parish and school leaders learn to operate in a more listening-oriented and pastorally-collaborative manner, develop specific ministries toward men and women, address and involve parents more comprehensively across parish programs, etc.

PROVIDE STRONG ON-GOING ENGAGEMENTS

We encourage follow-up Zoom-based or on-site events on topics of highest need in the diocese, as well as a pattern of follow-up small groups with parish/school leaders, allowing a more dialogical approach to their needs, and a group accountability to develop. In these contexts, we seek to hold open discussions about barriers and issues, addressing their actual urgencies and gaps, discouragement, loneliness, and guilt. We also ask a diocese to help us to push out CI tutorials, webinars, and Guild opportunities to catechetical leaders on a regular basis

DIOCESAN PARTNERSHIP

A Healthy Collaboration

THE VALUE OF ALL ON BOARD

Onboarding all parishes and schools at one time has substantial benefits to both members of the partnership.

For a diocese, it allows unified action at one point in time to onboard any people needing to participate in a certification process or ongoing formation requirements, as well as any others desiring to benefit from the formation. If CI's workshops are integrated into diocesan certification and ongoing formation structures, this implies the need for all parishes and schools to be onboarded if training is to be available diocese wide.

It allows diocesan officials charged with ministerial training and formation to focus on that work rather than spending time persuading (with various degrees of effectiveness) parishes and schools to onboard or renew their subscriptions.

For both parties, the annual resubscription effort is simplified by being centrally orchestrated through the diocese, rather than left to individual parishes and schools, and subject to all the complicating shifts in local leadership that will delay resubscriptions and cause loss of continuity for those using *Franciscan At Home*.

STRATEGY FOR SUCCESS

We discuss the best strategy with diocesan leadership to make all-at-once onboarding possible. This strategy may involve a clergy in-service, catechetical leader in-service, and/or principal in-service days to create significant positive momentum.

Developing this strategy should take place early in the partnership, so that diocesan officials can develop meaningful timelines of when access to Catechetical Institute workshops will become available to those under their authority.

SUSTAINING SUCCESS

In partnering with a diocese, we are always candid about the challenges to real long-term success in ministry formation. We are up-front with our experiences with barriers and issues, so that a common understanding can be developed in the partnership of how foster growth.

To assist dioceses in overcoming the challenges, we engage in a coaching-style relationship. We work with over 700 diocesan officials who have accounts on our system and get to observe and assist in many initiatives in dioceses around the world. We intentionally seek to give dioceses the benefit of what we see working elsewhere by connecting dioceses that are working with similar challenges. Our annual St. John Bosco Conference also seeks to do this as a major priority of how we serve leadership.

Another specific form of problem-solving that we do is to provide a "health meter" below for our partners that presents the conclusions of what we are observing as best practices among the dioceses that use our platform most effectively. This is ordinarily used in a conversational context in meetings that we have with leadership over the course of a partnership.

DIOCESAN PARTNERSHIP

Challenges & Solutions

In our experience with a wide range of dioceses, we've learned what makes a diocesan partnership thrive and what are the common threats or challenges a partnership can face. Below, we've detailed those challenges and the solutions which have been proven to address them effectively.

LACK OF CERTIFICATION STRUCTURES

The lack of clear standards for ministry certification and ongoing formation, as opposed to only suggested guidelines or recommendations, can result in lack of learner engagement. Thriving partnering dioceses have a clear vision for what constitutes responsible ministry formation and define benchmarks and accountability for those standards.

THE PLUG-AND-PLAY MENTALITY

Depending on older didactic models of formation can result in isolated learning and harm the effectiveness of ministry formation. Thriving partner dioceses aim to pastorally accompany their people, engaging in dialogical group learning and personal engagement.

LACK OF FOLLOW-UP

The lack of scheduling follow-up events can lead to decreased momentum and formation effectiveness within a diocese. Thriving partner dioceses work with our team to schedule free follow-up events to maintain ongoing momentum.

LACK OF URGENCY

The lack of urgency within a diocese to prioritize ministry formation from the top down can lead to diocesan leaders being caught in an unempowered form of middle management without the authority or support to implement or sustain participation in effective formation plans. In recent years, this has been exacerbated by diocesan leaders' feeling overtasked and overwhelmed, often resulting in high turnover and greater difficulty in producing continuity of care. Thriving partner dioceses seek to create structures which empower their leaders to effect the vision for ministry formation by providing structures of incentives and/or consequences.

DISCOURAGEMENT

The growing discouragement from those asked to engage in formation because of the time investment, distractions, busyness, and sense of being overwhelmed, can be difficult to overcome within a diocese which does not incentivize formation. Thriving partner dioceses make use of certifications, ceremonies, recognitions, and other forms of incentive to create encourage their catechists and teachers.

GAP OF UNDERSTANDING

The lack of understanding among local leaders of what good catechesis, formation, and accompaniment look like, the skillsets necessary to disciple, and even a lack of understanding what it means to live the Christian life can result in lack of engagement with the formation. Thriving partner dioceses seek to effectively communicate a proper understanding.

Advice, questions, and consultation at distance and in person, follow-up visits:

Personnel from partner dioceses are welcome to contact CI for assistance during normal business hours as needed. Also, our robust FAQ page is a great help in answering questions, especially in providing video tutorials and webinars for making our platform well understood and user-friendly:

<https://franciscanathome.com/faq>.



DIOCESAN PARTNERSHIP

Health Meter

DIOCESAN PARTNERSHIP *Health Meter*

1 = non-existent 2 3 4 5 6 7 8 9 10 = strongly present

PARTNERSHIP DIRECTION IS DETERMINED		
Date	A) A thorough intake interview is conducted by a member of the CI Outreach Team; it provides a basic assessment of the present formation needs and deliverables in a diocese. These needs are evaluated on an annual basis.	Rating
	<i>Plan:</i>	
	<i>Action Completed by:</i>	
Date	B) A letter from the diocesan Ordinary establishes a partnership between the diocese and the CI; no financial commitment is attached to the writing of such a letter.	Rating
	<i>Plan:</i>	
	<i>Action Completed by:</i>	
Date	C) A meeting with the diocesan Ordinary and relevant leadership takes place on-site or by videoconference with a member of the CI Outreach Team; the goal of the meeting is to help determine a CI partnership.	Rating
	<i>Plan:</i>	
	<i>Action Completed by:</i>	
Date	D) The expectations and objectives of a CI partnership are identified; strategies and means to achieve these objectives are stipulated; outcomes and practices are evaluated for measured fruitfulness.	Rating
	<i>Plan:</i>	
	<i>Action Completed by:</i>	

DIOCESAN PARTNERSHIP

Health Meter

1 = non-existent 2 3 4 5 6 7 8 9 10 = strongly present

DIOCESAN CLERGY ARE INVOLVED & SUPPORTED		
Date	A) An in-service is provided to diocesan priests during the first year of the CI Partnership. Best practice is a day-long CI Formation Trio with priests <u>before</u> the CI Formation Trio with lay ministry leaders. An hour-long CI Overview is a minimum requirement.	Rating
	Plan: Action Completed by:	
Date	B) An in-service is provided to diocesan priests about the human, intellectual, spiritual and pastoral gifts of the CI Priestly Renewal Track on Franciscan At Home. Priests are invited to create relationships of accompaniment, encouragement, and accountability for their continuing formation.	Rating
	Plan: Action Completed by:	
Date	C) An in-service is provided to diocesan deacons during the first year of the CI Partnership. Best practice is a day-long CI Formation Trio with deacons <u>before</u> the CI Formation Trio with lay ministry leaders. An hour-long CI Overview is a minimum requirement.	Rating
	Plan: Action Completed by:	
Date	D) An in-service is provided to diocesan deacons about the human, intellectual, spiritual and pastoral gifts of the CI Ongoing Diaconal Renewal Track on Franciscan At Home. Deacons are invited to create relationships of accompaniment, encouragement, and accountability in the 5+ years of post-ordination formation.	Rating
	Plan: Action Completed by:	

DIOCESAN PARTNERSHIP *Health Meter*

1 = non-existent 2 3 4 5 6 7 8 9 10 = strongly present

DIOCESAN LEADERS ARE INVOLVED & SUPPORTED		
Date	A) Diocesan leaders of relevant offices participate in CI's Diocesan Officials' New Partnership Intensive. This Intensive consists of a series of three webinars coaching to effective CI usage. Best practice is to participate in this Intensive within 6 months of the launch of the partnership.	Rating
	Plan:	
	Action Completed by:	
Date	B) Diocesan leaders request multiple meetings with members of the CI Outreach Team for direction on the launch of the CI Partnership. Best practice is, at least, monthly meetings during the first 12 months of initial interest and CI Formation Events. Meetings between the diocesan Ordinary and other leadership with the CI Outreach Team count towards this best practice.	Rating
	Plan:	
	Action Completed by:	
Date	C) Diocesan leaders seek support from colleagues in other dioceses and across ministries to combat isolation and discouragement. With no travel involved, Franciscan International Guild offers Diocesan Official Circles to learn and to pray together. With travel involved, the annual St. John Bosco Conference for Evangelization and Catechesis on Main Campus offers a Diocesan Officials' Track to work together and to play together.	Rating
	Plan:	
	Action Completed by:	

DIOCESAN PARTNERSHIP *Health Meter*

1 = non-existent 2 3 4 5 6 7 8 9 10 = strongly present

LAY LEADERS & PRINCIPALS ARE INVOLVED & SUPPORTED		
Date	A) Leaders of relevant groups participate in CI Formation Partnership on-site or videoconference launch events, e.g., day-long CI Formation Trio. Best practice is to hold separate launch events for different ministries (e.g., PCLs, YMs, Principals) to respond to particular needs of those ministries.	Rating
	Plan:	
	Action Completed by:	
Date	B) Provide free CI Formation Partnership launch events with a significant amount of time and tone on the following:	Rating
	1. Discover people's real needs / urgencies, e.g., by using a listening exercise like S (trengths), W (eaknesses), O (pportunities), T (hreats) and recording results for future evaluation.	
	2. Focus on spiritual growth rather than only on functionality and roles; this is the least done, but the most needed action.	
	3. Aim for attentive mentoring / focusing on the need to live an accompanying ministry life, without shying away from or downplaying its demands of greater Christ-like sacrificial presence to persons.	
	4. Create diagram of communications loop between diocesan officials, institutional leaders, mentors, disciples.	
	5. Encourage people to explore the free choice of all the workshops, not just required tracks, to meet their own needs, perceived gaps and areas of interest / walking through with them what's there, rather than hope they'll discover things beyond required tracks.	
	6. Move towards a strong intentionality of doing the workshops in groups / assuming a need for dialogue and accountability in learning / avoiding isolated learning as the norm / as appropriate and possible in the diocese, helping these forms of group use to develop: <ul style="list-style-type: none"> a. <u>One-to-one mentoring</u> – at various levels of attention and long-term accompaniment. b. <u>Team mentoring</u> – such as an OCIA team, youth ministry team, Sunday School group of teachers, etc. c. <u>Peer mentoring</u> – inside the parish or school in small groups or among colleagues from other locations. d. <u>Pastoral staff mentoring</u> – with a pastor in the lead, for the sake of a shared vision rather than a skillset. 	
	Plan:	
	Action Completed by:	

DIOCESAN PARTNERSHIP

Health Meter

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LAY LEADERS & PRINCIPALS ARE INVOLVED & SUPPORTED		
Date	C) Provide follow-up on-site or videoconference events on topics of highest need in the diocese (e.g., kerygmatic catechesis, TOB, OCIA, witness-based teaching for conversion, etc.).	Rating
	Plan: Action Completed by:	
Date	D) Graduate small groups of leaders to a fuller structure of disciple-making.	Rating
	1. Introduce a more dialogical approach to identify needs and urgencies.	
	2. Invite on-going conversion and a group accountability to develop.	
	3. Speak often of a culture of ownership of a ministry role / use language of building a positive culture of diligence in serving God's own.	
	4. Hold open discussions about barriers and issues / focus on actual needs and gaps or existing forms of stuckness, discouragement, loneliness, or guilt.	
	5. Make consistent use of testimonies of others with the right attitude and its impact on their personal life, apostolic fruitfulness.	
	6. Overcome isolation and discouragement by pushing catechetical leaders towards solidarity with colleagues worldwide through CI tutorials, webinars, and Guild opportunities on a regular basis.	
	Plan: Action Completed by:	

DIOCESAN PARTNERSHIP

Health Meter

1 = non-existent 2 3 4 5 6 7 8 9 10 = strongly present

MINISTRY FORMATION STRUCTURES ARE DEVELOPED		
Date	A) Diocese moves to develop ministry standards for key roles and defines pathways to certification/on-going formation.	Rating
	<i>Plan:</i>	
	<i>Action Completed by:</i>	
Date	B) Do not overwhelm learners. Respond to their needs.	Rating
	1. Create courses of study and custom tracks, as well as sets of workshops, in doable bites.	
	2. List fewer workshops within tracks and fewer tracks initially so that disciples do not feel intimidated.	
	3. Attend very carefully to what a person's first experience feels like with a workshop.	
	4. Encourage participation in first workshop to happen preferably in a group setting, if possible.	
	5. Pace the formation. For example, provide clear expectations and definitions of how much to do by when, rather than leaving a disciple's progress to chance.	
	<i>Plan:</i>	
	<i>Action Completed by:</i>	
Date	C) Reward progress in measurable formation.	Rating
	1. Create courses of study and custom tracks, as well as sets of workshops, in doable bites.	
	2. Make a shorter runway to success and acknowledgement.	
	3. Divide tracks into increments of certification and on-going formation.	
	4. Generate incentives other than certification alone.	
	5. Provide certification for achievement milestones even when a diocese does not mandate certification (This gives learners who are motivated by gaining a credential an incentive to engage.)	
	6. Celebrate achievements in catechist formation and service.	
	<i>Plan:</i>	
	<i>Action Completed by:</i>	

