

-----**-CONTINUATION COMMITTEE**-----

--

Part Five: New Material - Revised Fall 2012

“Christ Renews His Parish” by definition and design is meant to be a process of spiritual renewal which provides for parishioners:

- The **occasion** or environment for **personal conversion** (The Weekend Experience)
- The call to **discipleship** (Evening of Discipleship)
- The opportunity for **personal growth** (Team Formation)
- The exercise of a specific **ministry of witness and service** (Team Ministry on Renewal Weekend)
- The **support** of the parish for continuing **growth in ministry** (Evening of Pentecost)

All of these provisions are the ingredients of the complete “CRHP” renewal experience. In removing the focus from the **Renewal Weekend**, the parishioner can see that Sunday afternoon is not the end, but only the beginning of one’s renewal experience. One can *put on* or *make* a **Renewal Weekend** but one cannot *put on* or *make* a renewal process. One can only *participate* in a process. If one is invited to enter into a process, someone should be responsible for the continuation of the process.

Because “Christ Renews His Parish” is a continual process and not a static program, it loses its potential effectiveness if it becomes another parish organization. Organizations are not bad. A renewed organization is good. However, the desire is that all organizations and structures be renewed, so that the renewed life can flow into the entire parish. As a growth process, “CRHP” is organic. As an organic process, it needs to be organized without becoming an organization. Experience tells us that this happens in parishes when the responsibility for the faithful continuation of “CRHP” is shared by those who know and trust the process through their own personal participation. In the American tradition we call this a committee — the Continuation Committee. But in the Christian tradition this is a gathering of servants rather than a meeting of managers.

A. PASTORAL PRIORITY AND PERMISSION — Jesus Christ is the permanent Chairman of the Continuation Committee, the Holy Spirit is its Chief Counsel, and the pastor of the parish is its last word.

1. The pastor’s first word permitted “Christ Renews His Parish” to begin and assigned it a pastoral priority.
2. The pastor’s continuing word guarantees the parish priority, sustains the renewal process, and nourishes the resulting spiritual and ministerial growth.
3. The pastor’s final word establishes and determines the authority and jurisdiction of the Continuation Committee in:

- **Exercising** responsibility for all phases of the “CRHP” process.
- **Collaborating** with the parish structure.
- **Coordinating** activities with all parish organizations.
- **Communicating** information to all parishioners.
- **Initiating** programs of spiritual growth.

Note for printer: End of page one

- **Developing** and sustaining ministerial growth.
- And by supporting and serving on the Continuation Committee himself and/or appointing his designated representative.

B. MINISTERS AND MISSION — The Continuation Committee is a gathering of parish ministers and parishioners in ministry:

1. Who have participated in all phases of the “Christ Renews His Parish” process.
2. Who believe in maintaining the integrity and authenticity of the process.
3. Who are willing to assume responsibility for the continuation of the process.
4. Who are commissioned to exercise this responsibility.
5. Who are formed in the values of the Gospel and informed about the content of the “CRHP” Handbook.
6. Who are aware of the mission of the Church and the vision of a renewed parish as a ministering community.
7. Who share this mission, vision, ministry and responsibility with the pastor.
8. Who are committed to exercising this responsibility by serving on the Continuation Committee.

C. CONSTITUTING THE COMMITTEE — The Continuation Committee is a permanent committee with a changing membership. Different parishes have formed their own Continuation Committees in a variety of ways. We suggest the following:

1. **PERMANENT MEMBERS:** The pastor is a permanent member. He may also appoint someone from the parish staff to serve as his representative. This pastoral appointee should have served as a Spiritual Director or Co-Spiritual Director of a previous Renewal Team and Weekend.
2. **ROTATING MEMBERS:** Eight rotating members are recommended – two team members from each of the last four renewals (men & women).

It is suggested that the Continuation Committee be established from the start of CRHP in the parish.

1. **INITIAL PHASE:** It is suggested that three team members be appointed by the pastor or discerned by the initial team itself prior to the Renewal Weekend. If they are ineligible (may be a permanent member), or if they decline, the initial team should discern members to replace them. These appointed and/or discerned team members are commissioned at the respective **Evenings of Discipleship**. This holds for both the initial men’s and the initial women’s team.

The pastor or his representative and the three representatives of the first men’s renewal should assume responsibility for establishing the Continuation Committee and for carrying out many of its responsibilities, until the initial formation of the committee is completed.

Until such a time as the Continuation Committee has a full complement of eight past team members, the committee should feel free to draw on others who have participated in the process, especially members of the original core committee (men & women).

2. **TRANSITIONAL PHASE:** The second men’s and the second women’s renewal team follows the same procedure, but only two team members are selected/discerned from each team. See Part IV, p. 7, for scheduling. After the two representatives of the second men’s renewal team have

Note for printer: End of page two

joined the Committee, giving it the full complement of eight rotating members, the Committee should determine by any agreed upon way, the seniority of its initial rotating members to facilitate serving varying lengths of time.

At the Evening of Discipleship following each subsequent Renewal Weekend, the two selected or discerned new members of the Continuation Committee will be commissioned and will replace the senior two rotating members of the Committee.

3. CONTINUING PHASE: After four Renewal Weekends have been held, the Committee will be properly established with eight selected or discerned rotating members, two from each of the renewal weekends.

If a Committee member decides to resign or cannot fulfill the required responsibilities, the Committee itself should choose a replacement, if it so desires.

The Committee can choose a chairperson. This person need not be the senior member and should not be a permanent member. Each member should have a personal copy of the Handbook and have read and studied the Handbook. Only the Committee can decide when to meet. It should gather together to pray, share and coordinate responsibilities when needed. It is important that prayer always replace parliamentary procedure. Beware of creeping busyness. The Continuation Committee is meant to be a serving organ, not an appendix, in the Body of Christ. The body of believers needs a supplicant heart. Pray always.

D. RESPONSIBILITIES FOR COORDINATION

1. SCHEDULING: Arrange for use of parish facilities with rectory, parish council or appropriate authority; reserve these facilities well in advance; place all activities on parish calendar.

— **Renewal Weekend.** Always have 4 advance dates scheduled. (2 men's and 2 women's weekends)

— **Evening of Discipleship.** Schedule one or two weeks after Renewal Weekend. Team currently in formation should know date well in advance. Date and time announced by Lay Director in Closing Remarks.

— **Team Formation.** Two teams should be in formation at all times (one men's and one women's). Insure that History Giving and Faith Sharing and Discernment of Team Ministries take place immediately (one week after) after Evening of Discipleship. Should be scheduled regardless of time of year. Together with the Directors of each team, coordinate and schedule formation segments and additional meetings to insure continuous formation process. Avoid suspending meetings all summer.

— **Evening of Pentecost.** Based on size of team and experience, schedule one or two sessions well in advance. Schedule and facilitate any Evenings of Ministry Sharing and Support. **This is important.**

— **Special Events.** Schedule, promote and facilitate holy hours, liturgies, poster parties, days and evenings of prayer, etc., generally open to all, not just to those who have made CRHP.

2. SPIRITUAL DIRECTORS: Although the Spiritual Directors of previous renewals may be serving as permanent members, the entire Committee shares in the responsibility to:

— Ensure that a Spiritual Director is selected and committed to serve each team prior to the **Evening of Discipleship**. Although the responsibility for the decision is the pastor's, a prayerful dialogue by the Committee should precede the selection.

— **Call** all Spiritual Directors to a high standard of presence, participation and prayer; and assure each Spiritual Director of the Committee's support and prayer.

Note for printer: End of page three

- **Encourage** all members of the parish ministry team to participate in the renewal process.
- **Consider** sharing the responsibility of pastoral leadership by selecting Co-Spiritual Directors. With two teams usually in formation, Co-Spiritual Directors can play an important part in the **Twelve Segment Team Formation**. Religious, permanent deacons and called lay persons should be considered as possible Co-Spiritual Directors. See Part IV, pp. 2a-2b.
- **Establish** guidelines for the selection and responsibilities of Co-Spiritual Directors.
- **Suggest** and encourage new members of the parish team and other potential Spiritual Directors to participate as observers in a team formation weekend before assuming the responsibility of CRHP Spiritual Director. Contact National Office for possibilities.
- **Encourage** active participation of all Spiritual Directors in the work of the Committee. Keep one another informed.

3. TEAM SELECTION: The selection of each team is built into the process. However, to guarantee its effectiveness and to guard against personal preferences, parish politics and para-professionalism, the Committee should:

- **Establish** guidelines for team size and composition. See “Variations on Team Size and Discernment of Team Ministries.” These suggested procedures are found in Part III, pp. 13-14, - **Discernment of Team Ministries**.
- **Contact** all participants of past **Renewal Weekend** who were absent from **Evening of Discipleship**. If they desire to serve on next team, invite them to History Giving and Faith Sharing. Give them Team Commitment sheet and Handbook.
- **Decide** after each **Evening of Discipleship** if the commissioned team requires additional members. Determine policy on who qualifies as additional team members (see “Variations” as listed above), and maintain a priority list of those who qualify and desire to serve. Avoid favoritism.
- **Arrange** that additional team members are fully briefed and committed to entire team formation process (**History Giving and Faith Sharing** through **Evening of Pentecost**). Give them Team Commitment sheet and Handbook.
- **Institute** policy and procedures for team members absent from **History Giving and Faith Sharing** and **Discernment of Team Ministries**.
- **Guarantee** that Facilitators for **History Giving and Faith Sharing** and **Discernment of Team Ministries** understand, communicate and apply these policies and procedures.
- **Specify** policy for replacing team members who drop out during team formation. (Except for outbreak of plague, recommended that team relies on resources of discerned members.)
- **Ensure** that all policies and procedures are communicated in writing to Spiritual Directors and Lay Directors prior to the First Segment of Team Formation, and that said policies are consistently and fairly applied.

Note for printer: End of page four

4. FORMATION EXERCISES AND TEAM MEETINGS: Since there should be two teams continuously in formation, there is always the need for Committee prayers and availability. The Committee should also support each team by responding in every way possible to requests made by the team Directors. The need for supervision and coordination is minimal, if the Committee has properly scheduled all exercises and meetings in advance, arranged for committed spiritual direction, and successfully facilitated the team selection. The following areas, though, do need attention: required Committee participation, assignment of properly formed Facilitators, and support for specific weekend preparations.

5. COMMITTEE PARTICIPATION: This relates only to Committee responsibilities, and not to the supportive presence of the pastor, priests and other members of the parish team.

— **Evening of Discipleship.** Attendance required of outgoing member(s) and Chairperson or designated representative to explain structure and purpose of Continuation Committee. All members encouraged to attend.

— **History Giving and Faith Sharing.** Members should not attend. Assign Facilitator.

— **Discernment of Team Ministries.** Members encouraged to attend as prayer support only. Assign Facilitator.

— **Twelve-Segment Team Formation.** Attendance by invitation only. Facilitator assigned only if requested by team Directors.

— **Evening of Pentecost.** Attendance required of at least one designated member for the presentations on “Parish Opportunities” and “Ministerial Accountability.” All members are encouraged to attend.

— **Ministry Sharing and Support Evening.** This is the responsibility of the Committee: scheduling, facilitating, and participating.

— **Special Events.** All members are encouraged to attend all scheduled events.

6. FACILITATORS: Formed and informed Facilitators should be available and assigned for every session of **History Giving and Faith Sharing** and the **Discernment of Team Ministries**.

Facilitators should be available, if needed or requested, for Team Formation segments, additional meetings, and the **Evening of Pentecost**.

The Committee is responsible for selecting, calling, forming and informing the needed Facilitators. Facilitators do not require any specialized training, nor need they be members of the Continuation Committee. The qualifications are: experience in the renewal process, a natural inclination to serve, a faith prompting or call, an ability to listen, a prayerful disposition, the study of the appropriate sections in the handbook, and, if available, the opportunity to observe experienced Facilitators. If the diocesan resource offers occasional training sessions, participation is recommended. All Facilitators should be well informed about any Committee policies and procedures that are applicable to their responsibilities.

Committee members may serve as Facilitators. However, Spiritual Directors should not facilitate any team exercise in which they are a participating team member.

Note for printer: End of page 5

The Committee should create occasional opportunities for the Facilitators to pray and share together and to learn from one another's experience. The Committee also has a need to review and evaluate this ministry.

7. WEEKEND PREPARATIONS: Each team is responsible for the preparations of the **Renewal Weekend** it will minister. Each team member should have a Handbook and is responsible for following the **General Team Instructions** and the **Particular Ministry Instructions**. The Committee may want to supplement these instructions, so that they specifically apply to the parish's facilities and experience. The Spiritual and Lay Directors of each team are responsible to the Committee. But this only means that the Committee should be available for advice and coordination, not supervision or approval. In addition to fully supporting the team Directors, the Committee should assist in coordinating promotion, invitations, prayer support, equipment, materials, and finances. Cooperating with the team members responsible for these areas will help assure the success of each **Renewal Weekend**.

8. PROMOTION: The best promotion is the renewal process itself. If the Committee fulfills its other responsibilities, there is little need for sales strategies and public relations. Promotion tends to focus exclusive attention on the **Renewal Weekend**. However, there is a need for a few procedures and a time table for issuing general invitations to the Parish. See Part I, **Structure of the Process**, (Section II). Coordinate this with the Invitations and HELP Coordinators of each team.

9. INVITATIONS: A simple and clear policy is needed. As to whom to invite, it should be as unrestrictive as possible. The only recommended exceptions are high school students and non-parishioners. See Part II, Chapter IV on "Invitations." All invitation procedures that work should be communicated to each team. One caution: if the Continuation Committee designs an invitation form, it should not look like an application. Cooperate with and assist the Invitations Coordinator of each team.

10. PRAYER SUPPORT: The first consideration is that the Committee prays for the renewal. A general HELP letter from the Committee should be written for each **Renewal Weekend**. For specific considerations see Part I, **Structure of the Process**, "Renewal Preparations," and Part II, Chapter IV on HELP. Cooperate with and assist the HELP Coordinator of each team. A HELP request list of responding parishes and their current contacts should be maintained.

11. EQUIPMENT AND MATERIALS: The Committee is responsible for coordinating the acquisition, maintenance, inventory, storage, and distribution of all renewal equipment and materials, for maintaining in good condition and returning to proper place, all parish equipment and materials used, and for maintaining in proper order all parish facilities which are used. See Part I, **Structure of the Process** (Section II), for a list of all needed equipment and material.

It is important to cooperate closely with each Weekend Facilitator and any other team members with responsibilities in this area. It is critical that the Committee directly assist the Weekend Facilitator, if there are not sufficient team members to share the many responsibilities (e.g., physical arrangements and kitchen).

The Committee should maintain handout "masters" in paper or electronic form, and a sufficient supply of "CRHP" Weekend and Team Formation Handouts, maintain in good condition (or replace) a supply of

Note for Printer: End of page 6

Handbooks sufficient for each team member in formation, and produce and provide updated copies of **Where to Grow** and **Parish Ministry Review**.

12. FINANCES: Experience has demonstrated that the renewal process at the parish will pay for itself, if the Committee:

- Determines a policy for meeting the total “CRHP” operational cost.
- Maintains its own accounting and banking procedures according to parish policy.
- Establishes a budget and disburses funds as required for each **Renewal Weekend**.
- Decides prayerfully how to pay for each Renewal Weekend. The usual way is to request a voluntary donation before the conclusion of the weekend. Simply give the approximate cost per participant and pass out envelopes. It allows anonymity of giving and is very successful. It is suggested, however, that the team members be asked to contribute a fair share.

The spirit of renewal suggests another way. The team pays for the weekend. Parishioners are being invited. If you invite someone to your home for dinner, do you pass a basket before they leave? Paying one back becomes a further incentive, then, for participating on the next team. The analogy of “we owe them a dinner” effectively applies. Each team then pays for the weekend it ministers. This can begin quite equitably if the parish paid for the initial teams’ formation weekends.

The Committee should work closely with each Weekend Facilitator in the area of finances. The Directors and the Weekend Facilitator of each team should be informed of the Committee’s financial policies and procedures.

13. WEEKEND PARTICIPATION: The Renewal Weekend is the ministry of the team and not of the Committee. Except for the pastor’s welcomed presence any time and the participation of previous priestly Spiritual Directors in the celebration of Reconciliation, the Committee members should leave the **Renewal Weekend** entirely in the hands of the team Directors. There are three times, however, when the presence and participation of the Committee members is recommended:

- Set-Up Meeting. Two or three members should be available as resource persons. All should attend, if needed as servants.
- Saturday Morning. All members and their families should attend the team prayer/liturgy. All members may then serve as greeters and bell-hops.
- Sunday Afternoon. Because the team may be both exhausted and attending to the participants, Committee members should assist in the clean up.

14. REVIEW AND EVALUATION: Simple procedures (check lists will suffice) are all that is needed. Extensive evaluation tends to stifle the spirit and correct problems only on paper. Besides that, it is boring. The focus should be on learning from experience, so that all may grow in ministry. This involves sharing, not evaluating. Those best able to share about the current or most recent renewal experiences are the Spiritual Directors and Lay Directors, and they may eventually serve on the Committee. A basic

Note for printer: End of page seven

review and evaluation process is built into the Committee's dialogue and reflections. Two cautions are in order:

In any review of the **Renewal Weekend** itself, it should be remembered that the schedule and its contents have served well for many years in many parishes. It has been tested. So, you should use it, as is, before making changes and adjustments.

The major lesson learned from the experience of the formation process is that it should be started immediately after the **Renewal Weekend**, and that any interruption of more than a few weeks significantly weakens the process.

Occasionally, perhaps once a year, the Committee should review its policies and procedures. This is necessary to insure that practice has not made them obsolete, and that what is being communicated is not out of date. Jesus didn't have policies, but the few he had, he clearly communicated. He did call for faithfulness, but then he was forgiving.

15. LIAISON AND COMMUNICATION: The renewal process may be a parish priority and the pastor may have the last word, but this isn't recognized by everyone in the parish. The angels may be on the side of renewal, but in every parish there is some ground upon which even they tread lightly. Even if this is not the case in your parish, it is important not to unnecessarily alienate anyone. It is even more important to establish good working relations with some. Since the team members change with each renewal, it is recommended that a Continuation Committee member be assigned as the regular liaison person to sensitive areas. A few of these areas are suggested.

— **School.** If the facilities are used for the **Renewal Weekend**; if the prayer support of the children is requested, then please, please the principal.

— **Buildings and Equipment.** Unless you are holding your **Renewal Weekends** in the rectory, be nice to the chief of maintenance or custodian. Don't take his job away, but don't give him a new one either.

— **Parish Kitchen.** Usually there is a "keeper of the kitchen" who has assumed personal responsibility for it. Remember, you may be using someone else's kitchen.

The Committee should wield the 'clout of Christ'— i.e. as gently and lovingly as a humble servant. The members of the parish staff, employees and parish leaders are not there to wash your feet. You must wash theirs. The most effective way to do this is to invite them to participate in a Renewal Weekend – to pray them into the process.

There is also the question of how the Committee should relate officially to the parish structure and unofficially to all the parishioners.

— **The Parish.** Officially, the Committee should be an integral part of the parish structure. Since each parish structure is different, experience permits no easy generalizations. The Continuation Committee could be a committee of the parish council, a subcommittee of the spiritual development commission, a ministry committee of the pastoral team, or anything else. As long as it is part of the parish structure, the channels of communications are already established.

— **Parishioners.** Unofficially, the Committee's promotion and invitations should be to all parishioners in the name of the parish.

Note for printer: End of page eight

Everyone should be invited to everything. Renewal activities should be announced as parish activities which are open to all parishioners.

However, many Committees have discovered the occasional need to communicate with only those who have participated in the renewal. This is usually done through a newsletter. This is effective — but a little exclusive. It may be unreasonable, but not unthinkable, to mail the newsletter to the whole parish. But it is not unreasonable to make extra copies available in the foyer of the church for anyone interested.

Every effort must be made to avoid identifying the renewal process with anything else but parish. Parishioners are invited to participate in **Renewal Weekends** and in the renewal process. Once having participated, they are still parishioners. It is deliberately difficult to call one a “Christ Renews His Parish-er”. Even the term “renewalist” should be avoided. A renewed parish has only renewed parishioners.

E. RESOURCE FOR GROWTH AND DEVELOPMENT — During the **Renewal Weekend** each participant committed their life to Jesus Christ. At the **Evening of Discipleship** each participant made a commitment to his or her own spiritual growth — and to growing and participating in the ministry of the parish. This commitment was allowed to take root and to begin to grow during the Team Formation period and in the ministry of the **Renewal Weekend**. At the **Evening of Pentecost** each team member was affirmed in this growth and was invited to make a recommitment to his or her own continuing spiritual and ministerial growth. The **Evening of Pentecost** is the commencement exercise of the renewal process. The team members were commissioned to “go forth” into the parish. Although the possibility of a few reunions was suggested, this is as far as “Christ Renews His Parish” goes. The process continues to renew, but what is needed is the beginning of a restoration process.

Being renewed is but the beginning of being completely restored. It is the beginning of all things being restored in Christ Jesus. The Church is being renewed, but the Kingdom must be restored. The Kingdom is the “pearl of great price.”

In the beginning, this renewal process came from Cleveland, Ohio, but the restoration process must come from the “upper room” of your parish. In the beginning, a cynical question was asked by a few, “What good can come out of Nazareth?” Many months and many miracles later, an amazed cry echoed through the streets of Jerusalem, “What does this mean?” Pentecost was the Church’s commencement exercise. The first graduating class has been sent forth to restore all things in Christ. This is still the commencement challenge to each committed Christian.

In the days following Pentecost, the temple was an old church hearing the new message of a young church. You are a young church. Your parish is a young church in action. You have completed the first two chapters in your own “Book of Acts.” We can only suggest the beginning of Chapter Three:

— **Personal Growth.** Starting with **Where to Grow**, you have made an inventory, evaluation and recommendation of available opportunities for spiritual growth. You have discovered the need for new opportunities. The challenge to the Committee is to seize the initiative by turning these discoveries into realities - or renewing or recruiting those who

Note for printer: End of page nine

can do so. You need a parish “faculty” of “spiritual directors.” You need a gathering of those who will help others grow in holiness.

— **Ministerial Development.** Starting with the **Parish Ministry Review**, you have made an inventory, evaluation and recommendation of available opportunities for growth in ministry. You have discovered the need for new opportunities. The challenge to the Committee is to seize the initiative by turning those discoveries into realities - or renewing or recruiting those who can. You need a parish “school” for “lay Ministry.” You need a gathering of those who will help others become mature disciples.

— **Committee Responsibilities.** A “faculty” of “spiritual directors” for a school” of “lay ministry?” A Spirit-directed gathering of friends, followers, disciples and apostles of Jesus? Sounds like the Twelfth Chapter of Paul’s letter to your parish.

At the turning point of Pentecost, the responsibility of the Continuation Committee for extending the renewal process ceases. The renewal process is continuing, but the opportunity exists for beginning a restoration process. Christ continues to renew His parish, but the Holy Spirit is waiting to restore it. The decision to pay the pearl’s price is yours.

-----SHARING THE PROCESS-----

A. WITHIN YOUR OWN PARISH

1. **All parishioners.** They should be invited to participate in the renewal process. Most parishes are territorial parishes. Canonically, every person who resides within the territorial boundaries of your parish is a parishioner. This includes non-registered Catholics, Christians of other faith expressions, the alienated, and the non-baptized. Only pastoral considerations and prerogatives, not the process itself, should exclude anyone. Non-territorial parishes should abide by their constituted rights and restrictions.

2. **Parish youth.** We recommend that youth still in high school not be invited to participate in the renewal process. The primary reason is that the Team Formation exercises were designed as an introduction to adult lay ministry. The time, content and commitment involved in Team Formation is a serious obstacle to youth involvement. Usually, there are more suitable youth programs available for high school students. We do, however, recommend that each participating parish eventually design and conduct its own renewal program for youth. Upon request, permission will be granted for the use of “CRHP” material for this purpose.

3. **Non-Parishioners.** They should not be invited to participate in the renewal process at your parish. This can often be a great temptation. In the spirit of renewal, parishioners will want to invite friends and relatives. Often this is easier than inviting fellow parishioners. However, the process is

Note for printer: End of page ten

“Christ Renews His Parish.” The weekend experience is only the beginning of the process. If non-parishioners are invited, they will be discerned and formed for the weekend ministry. The Renewal Weekend will then have non-parishioners ministering to your parishioners. This violates the principle of the process. A parish team is a team of parishioners.

B. WITH OTHER PARISHES

1. **Observers:** Often involved parishioners or lay leaders from other parishes would like to “take a look” at a Renewal Weekend. We recommend that observers from other parishes contact the diocesan coordinator (should one exist) or the national office and arrange, if possible, to observe a Team Formation Weekend. For purposes of evaluation and decision, a Team Formation Weekend offers a better opportunity to observe and understand the whole process. If this is not possible, attendance at a normal parish **Renewal Weekend** will minimally suffice. However, it is important that observers request an information packet from the national office.

2. **Team Formation Weekends:** Sometimes, apostolic initiative prompts a group of parishioners or a parish to assist another parish in beginning the CRHP process. Although this initiative is encouraged and welcomed, it is contractually necessary to coordinate this with the diocesan coordinator or national office. Registration fees and copyrighted materials are involved. Format, materials and instructions for the initial Team Formation Weekends are not in the Handbook and can only be obtained through the national office.

Team Formation Weekends last from Friday evening to Sunday evening and in addition to most of the parish weekend activities include: History Giving & Faith Sharing, process instructions, an abbreviated Evening of Discipleship, Team Commitment and a complete Discernment of Team Ministries. This weekend requires one or two leaders with Formation Weekend experience and facilities commensurate with two overnights. Out of necessity, Team Formation Weekends are often held off campus.

3. **Parish to Parish:** A parish desires to begin the process and another parish offers to assist. Geography dictates the arrangement, as a reasonable driving distance is required. Since the assisting parish rarely has the requisite knowledge or experience to present a Formation Weekend, they present what they know well - a normal parish weekend (30+ hours w/one overnight). The assisting parish must assume responsibility for the facilitation of the next three exercises. Sometimes, the distance factor is overcome by pre-training or having experienced facilitators available in the receiving parish. Since this method of gifting another parish now predominates, at least a dozen minor variations have been successfully tried. Please call the national office for helpful material and shared experiences.

4. **Caveat Emptor:** Regardless of which method is used to start another parish, it is of the utmost importance to purify the export. Every beginning should be generic in nature, i.e., unadulterated Handbook material. Each parish should be free to develop its own color and flavor. This certainly includes liturgical style and music. Assisting parishes will offer their “best”, - their own evolved designer weekend. It is impossible for a new parish to differentiate between the generic and the designer model. Every effort should be made by the assisting parish to give less, so that the beginning parish can do more. If a receiving parish adds their color and flavor to someone else’s bells and whistles, the result could become a “CRHP” circus. This is difficult. Try! Be fair! Most believe their version of ”CRHP” is the authentic process. It may be, but when in doubt - reference the Handbook. Even if you are certain, check the Handbook. We can only caution, but the receiving parish needs to beg for the unadorned original.

C. WITH OTHER DIOCESES

For dioceses or parishes where there is no “CRHP” parish or diocesan office, inquiries can be made to the

national office. Information packets, address lists of participating parishes, and pastoral assistance are available.
Christ Renews His Parish, PO Box 19100 Cleveland OH 44119
Telephone: 216-731-7903, E-mail crhpfw@aol.com, Web site: www.crhpusa.org

Note for printer: End of page eleven

Once the renewal process has begun, with the requisite Team Formation Weekends, it continues solely under parish direction using parishioners only. The national office is then available as a resource for your questions, problems and needed materials.

The procedural guidelines for initiating the “CRHP” process are the result of decades of pastoral experience and growth. However we do not intend to enshrine any set of procedures. Integral to the success of “CRHP” has been flexibility in responding to unique combinations of factors (leadership availability, geographical location, cost limitations, etc). In the past we have been able to assist all interested parties in getting this renewal process under way in their parishes and dioceses. Your better ideas may be just that. Contact us. Please contact us.

D. USE OF MATERIALS AND COPYRIGHT

1. **Use of Materials.** Permission is granted to duplicate and distribute to participants all “CRHP” Renewal Weekend and Team Formation handouts contained in the Handbook. To facilitate the duplication of these handouts, sets of masters in paper form or in electronic form are available for the asking. No permission is granted to duplicate any other material from the Handbook. This prohibition is to insure the integrity of the process and to guarantee that every team member receives a complete Handbook for the formation period. We do recommend, for reasons of economy, that the handbooks become the property of the parish and be passed from team to team. To facilitate parish control, we do label and register all handbooks ordered. There is, also, no permission to use or distribute “CRHP” material for other programs in or outside the parish. The one exception is requesting permission to use material for parish youth renewal programs. (See Section A.)

2. **Copyright.** The preceding comments pertain to the use of “CRHP” materials, not their alteration. Guidelines, suggestions and cautions concerning adjustments and adaptations are contained in the handbook. There are no restrictions on reasonable and, at times, necessary pastoral changes. However, we would like to be notified of reasonable pastoral changes. Your reasonable pastoral changes may be the answer to another parish’s problems. “Reasonable” and ”necessary” does not include substantially abbreviating the Team Formation period, having only Renewal Weekends, having permanent team members, eliminating the overnight stay, or holding mixed (men and women) Renewal Weekends. Any major changes, which would significantly alter the intent, design or purpose of the whole process, would be in violation of the copyright to the “Christ Renews His Parish” name and process. Change the process - change the name!!!

A Spanish Handbook is also available. This is a translation of the 3rd English Edition. Rights to the copyrighted Spanish process, “Cristo Renueva Su Parroquia” (“CRSP”) are obtainable from the national office at the contact numbers on the previous page. It is being successfully implemented in many “CRSP” parishes. Call for further information.

3. **Cost.** There is a one-time parish registration fee. This grants the right to use “CRHP” or “CRSP” in the registered parish until Jesus comes again. Certain prohibitions and restrictions are given above. No right is granted to share or export this process beyond the parish boundaries. However, an exception has been granted and supported. For a single registration fee, permission has been given to alliances, clusters or twinning of small parishes, which can only initiate the process jointly. This has taken place in semi-rural and inner city areas. The handbooks are registered in the official name of the parish grouping.

Occasionally, objections to cost are encountered. What can we say? True to its roots, “CRHP” is coordinated by volunteers. It is a ministry not a livelihood. No subsidy or support is received from any publishing house, denomination, diocese or religious order. No principle is involved. No one has offered. Therefore, in addition to necessary and reasonable charges, we welcome all contributions, as a help in defraying expenses. Donations are generally used to subsidize needy parishes starting CRHP. Proper receipts for donations will be sent. There - we said it.

Note to printer: End of page twelve